



UNIVERSITY
POLICE

2016 CAMPUS SECURITY AND FIRE SAFETY REPORT

Saginaw Valley State University

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October, 2016

Dear Members of the Saginaw Valley State University Community:

The annual **2016 Campus Security and Fire Safety Report** provides an overview of 2013, 2014 and 2015 crime statistics, safety practices and policies for Saginaw Valley State University.

This publication contains crime statistics and fire safety information from the main and Macomb campuses. The information is made available to provide SVSU community members with specific information about available resources, both on and off campus, in the event they become the victim of a crime. Crimes should be reported to the University Police.

The University Police department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Violence Against Women Reauthorization Act of 2013. This report is prepared in cooperation with local law enforcement agencies, Student Affairs, Human Resources and Diversity Programs. Each entity provides updated information on their educational efforts and programs to comply with the Acts.

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: SVSU Police, SVSU Student Conduct Programs, SVSU officials with significant responsibility for student and campus activities, Saginaw County Sheriff's Department, Michigan State Police, and Chesterfield County Police. A letter is sent from the Chief of University Police to other law enforcement agencies asking for incidents reports occurring on SVSU controlled property. An e-mail request is sent annually to SVSU Student Conduct Programs and SVSU officials with significant responsibility for student and campus activities requesting crime statistics. Annual crime statistics may also include anonymous crime reports. For statistical purposes, crime statistics reported to any of these sources would be recorded in the calendar year the crime was reported.

When the Campus Security and Fire Safety Report is complete all faculty, staff and current students receive an e-mail from the Chief of University Police. The e-mail includes a brief summary of the contents of the report and a direct link to the report. Also included is the address for the University Police website where crime statistics can be found on-line.

The University Police Department

The University Police are responsible for providing police services to the SVSU campus. The department is located in the South Campus Complex, Building A, on Pierce Road, between Bay Road and Davis Road. The department has eleven sworn police officers, three part-time dispatchers, a Parking Services Coordinator, and a Resource Manager/Compliance Officer. Police officers are responsible for enforcing University regulations, state and local laws. These officers are professionals who work as a team to provide a safe environment in which the mission of the University can be fully

realized. The Department is service-oriented, and community policing is an important service the department provides. Officers work together with community members to address community problems related to crime, fears associated with crime, and social disorder.

University Police also employs students who serve as dispatchers and service officers. These students are responsible for dispatching police officers, providing information to the campus community, providing motorized and foot patrol of parking lots and buildings, assisting motorists and issuing parking tickets while enforcing the SVSU Parking Ordinance.

University Police Authority and Jurisdiction

SVSU University Police have complete police authority to apprehend and arrest anyone involved in illegal acts on campus. If minor offenses involving University rules and regulations are committed by a university student, the University Police may refer the individual to Student Conduct Programs. Criminal offenses are reported and subject to prosecution in the Saginaw County Court system.

University Police Officers are sworn peace officers in the state of Michigan and are responsible for enforcing state and local laws, and University regulations on campus and roadways adjacent to the University. All of the sworn officers are certified by the Michigan Commission on Law Enforcement Standards and have full arrest powers.

University Police personnel work closely with local, state, and federal police agencies and have direct radio communication with Saginaw County 911. The University participates in the Saginaw County Mutual Aid Agreement whereby police agencies in Saginaw County utilize a protocol for providing assistance to one another. Participating police departments are able to assist SVSU Police when requested with criminal investigations, crowd control, arrests, short-term manpower and equipment needs.

Education and Training

The University Police requires a baccalaureate degree as a condition of employment for full-time police officers. Many of the officers have graduate degrees. All of the sworn officers are licensed by the Michigan Commission on Law Enforcement Standards and have full arrest authority. The Department provides extensive on-going training for all campus police officers. Training subjects include criminal and civil law, public relations, diversity issues, interpersonal communications, crisis intervention, Rape Aggression Defense (RAD) and defensive tactics. Police officers are certified in Cardiopulmonary Resuscitation (CPR), First Aid and the use of Automatic External Defibrillators (AEDs).

Reporting a Crime

In the event of an emergency or to report a crime on the main SVSU campus, members of the campus community should call University Police at 989-964-4141 or 911 when using a cellular phone. If using a campus telephone, please dial 4141 or 9-911. Individuals may also report an incident in person at the department's headquarters in South Campus Complex A. University Police encourages the accurate and prompt reporting of all crimes to University Police or the appropriate law enforcement agency. Prompt reporting allows University Police to take the appropriate action(s) in a timely manner.

The University has installed emergency two-way call boxes (blue light phones) throughout campus for use during emergencies. By pressing the button on the stations, users can communicate directly with University Police. The location of the station is digitally displayed to the dispatcher.

Voluntary Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may want to consider making a confidential report. The report will remain anonymous and can be completed by using the Anonymous Crime Tip Submission Form located on the University Police website at: www.svsu.edu/universitypolice . Anonymous crime tips can also be submitted to Saginaw Valley State University Police through the “My Police Department (My PD)” smartphone app. The “My PD” smartphone app can be downloaded from the iPhone App Store or Android Market.

The purpose of a confidential report is to comply with the wish to keep the matter confidential, while taking steps to ensure the future safety of the campus community. The University will keep accurate records of the number of incidents, determine if there is a pattern of crime and alert the campus community, if necessary, to potential threats. Reports filed in this manner are counted and disclosed in the annual crime statistics.

Campus Security Authorities

Campus Security Authorities (CSAs), as defined by the Clery Act, have an obligation to report allegations of Clery Act defined crimes that they conclude are made in good faith. These crime allegations should be reported to University Police. The Clery Act definition of a campus security authority includes SVSU personnel beyond SVSU police officers. An official of SVSU, who has significant responsibility for student and campus activities, including but not limited to, student housing, student discipline, coaches, student organization advisors and campus judicial proceedings, is a Campus Security Authority. The intent of including non-law enforcement personnel as campus security authorities is to acknowledge that many individuals and students in particular are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals. Although not encouraged, crimes may be reported confidentially to CSA's for inclusion in the annual security report. Individuals should report crimes to SVSU University Police for the purposes of having the incident assessed for a timely warning notice and for the purpose of annual statistical disclosures.

Counselors and Confidential Reporting

Campus Pastoral Counselors and Campus Professional Counselors, when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, 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 into the annual crime statistics.

The Clery Act defines counselors as:

Pastoral Counselor- An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor- An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

Response to Reports

Dispatchers are available 24 hours a day to answer your calls. University Police procedures require an immediate response to emergency calls. In response to a non-emergency call, University Police will take the appropriate action, either dispatching an officer or asking the victim to report to University Police to file an incident report. After review, University Police incident reports may be forwarded to the Saginaw County Prosecutor's office and/or the Assistant Dean for Student Affairs /Student Conduct Programs.

Non-Campus Crime

Saginaw Valley State University does not have any non-campus student organizations. University Police members do not provide law enforcement service to non-campus residences of recognized fraternity and sorority organizations, nor are non-campus activities recognized by university authority. Students, faculty and staff involved in criminal activity off campus may be subject to on-campus disciplinary action. Contact the Human Resources office at 989-964-4108 for further information regarding disciplinary action for faculty and staff. Questions regarding Student Code of Conduct Programs can be answered by the Assistant Dean for Student Affairs /Student Conduct Programs at 989-964-2220.

Crime Log

A daily crime log is available for review 24 hours a day on the University Police website at www.svsu.edu/universitypolice . The information in the crime log is updated daily and will include: the incident report number, date reported and occurred, general location and current disposition of each criminal investigation.

Definitions

Aggravated Assault	An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, dangerous disease or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.
Arrest	Persons processed by arrest, citation or summons.
Arson	Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property, etc.
Burglary	The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes unlawful entry with intent to commit a larceny or a felony; breaking and entering with

intent to commit a larceny; housebreaking; safe-cracking; and all attempts to commit any of the aforementioned.

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.

Destruction of Property

To willfully or maliciously destroy, damage, or deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Domestic Violence

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 cohabiting 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, 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.

**Domestic Violence
(Michigan Definition)**

The occurrence of any of the following acts by a person that is not an act of self-defense:

- Causing or attempting to cause physical or mental harm to a family or household member.
- Placing a family or household member in fear of physical or mental harm.
- Causing or attempting to cause a family or household member to engage in involuntary sexual activity by force, threat of force, or duress.
- Engaging in activity toward a family or household member that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

Drug Law Violations

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

Hate Crimes

Criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a performed negative opinion or attitude toward a group of persons

based on their race, gender, religion, disability, sexual orientation, gender identity, ethnicity or national origin.

Intimidation

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

Judicial Referrals

The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction. Statistics under the heading of "Judicial Referrals" include individuals referred to the Office of Student Conduct Programs or Human Resources. The numbers include referrals that are made via University Police incident reports and reports provided directly to the Office of Student Conduct Programs or Human Resources.

Larceny

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

Liquor Law Violations

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

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle.

Murder/ Non-Negligent Manslaughter

The willful killing of one human being by another.

Negligent Manslaughter

The killing of another person through gross negligence.

Robbery

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

Sexual Assault

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting program. A sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

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

Sex Offenses Definitions (as per the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program)

Forcible Sex Offenses	Any sexual act directed against another person, 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. Includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.
Non-Forcible Sex Offenses	Unlawful, non-forcible sexual intercourse. Includes statutory rape and incest.
Simple Assault	An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
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.
Unfounded Crimes	A crime investigated by law enforcement authorities and found to be false or baseless. Only sworn or commissioned law enforcement personnel may "unfound" a crime.
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; all attempts to commit any of the aforementioned.

Main Campus

2015 Arrests and Judicial Referrals	On-Campus			Non-campus	Public Property
	Student Housing	Other	Total		
ARRESTS					
Liquor Law Violations	36	8	44	0	1
Drug Law Violations	4	4	8	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	107	4	111	0	0
Drug Law Violations	9	11	20	0	0
Illegal Weapons Possession	1	0	1	0	0

2014 Arrests and Judicial Referrals	On-Campus			Non-campus	Public Property
	Student Housing	Other	Total		
ARRESTS					
Liquor Law Violations	111	19	130	0	0
Drug Law Violations	4	7	11	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	74	1	75	0	0
Drug Law Violations	27	17	44	0	0
Illegal Weapons Possession	0	0	0	0	0

2013 Arrests and Judicial Referrals	On-campus			Non-campus	Public Property
	Student Housing	Other	Total		
ARRESTS					
Liquor Law Violations	71	12	83	0	0
Drug Law Violations	12	12	24	0	0
Illegal Weapons Possession	0	0	0	0	0
JUDICIAL REFERRALS					
Liquor Law Violations	106	1	107	0	0
Drug Law Violations	44	6	50	0	0
Illegal Weapons Possession	0	0	0	0	0

Macomb Campus

2015 Arrests and Judicial Referrals			
	On-campus	Non-campus	Public Property
ARRESTS			
Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Illegal Weapons Possession	0	0	0
JUDICIAL REFERRALS			
Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Illegal Weapons Possession	0	0	0

2014 Arrests and Judicial Referrals			
	On-campus	Non-campus	Public Property
ARRESTS			
Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Illegal Weapons Possession	0	0	0
JUDICIAL REFERRALS			
Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Illegal Weapons Possession	0	0	0

2013 Arrests and Judicial Referrals			
	On-campus	Non-campus	Public Property
ARRESTS			
Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Illegal Weapons Possession	0	0	0
JUDICIAL REFERRALS			
Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Illegal Weapons Possession	0	0	0

Main Campus

2015 Criminal Offenses	On-Campus			Non-campus	Public Property	Unfounded
	Student Housing	Other	Total			
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sexual Offense: Rape	3	0	3	0	0	1*
**Sexual Offense: Fondling	0	0	0	0	0	0
**Sexual Offense: Incest	0	0	0	0	0	0
**Sexual Offense: Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	2	2	4	1	0	0
Motor Vehicle Theft	0	1	1	0	0	0
Arson	0	1	1	0	0	0
Domestic Violence	5	0	5	0	0	0
Dating Violence	3	0	3	0	0	0
Stalking	2	2	4	0	0	0
*Larcenies	-	-	38	-	-	-

*Larcenies are not a required category.

**Revised crime category per FBI Uniform Crime Reporting definition change

***Alleged victim was 16 years old and suspect was 18. The age of consent in Michigan is 16. Consensual. Reported by parent.

2014 Criminal Offenses	On-Campus			Non-campus	Public Property	Unfounded
	Student Housing	Other	Total			
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
**Sexual Offense: Rape	0	0	0	0	0	0
**Sexual Offense: Fondling	1	0	1	0	0	0
**Sexual Offense: Incest	0	0	0	0	0	0
**Sexual Offense: Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	6	0	6	0	0	0
Motor Vehicle Theft	0	2	2	0	0	0
Arson	0	0	0	0	0	0
Domestic Violence	2	2	4	0	0	0
Dating Violence	2	0	2	0	0	0
Stalking	1	1	2	0	0	0
*Larcenies	-	-	55	-	-	-

*Larcenies are not a required category.

**Revised crime category per FBI Uniform Crime Reporting definition change

2013 Criminal Offenses	On-Campus			Non-campus	Public Property
	Student Housing	Other	Total		
Murder/Non-negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Sex Offenses: Forcible Sex Offenses	1	0	1	0	0
Sex Offenses: Non-forcible Sex Offenses	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	1	1	2	0	0
Burglary	10	0	10	1	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Domestic Violence	5	0	5	0	0
Dating Violence	0	0	0	0	0
Stalking	0	0	0	0	0
*Larcenies	-	-	109	-	-

*Larcenies are not a required category.

Macomb Campus

2015 Criminal Offenses	On-Campus	Non-campus	Public Property	Unfounded
Murder/Non-negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
**Sexual Offense: Rape	0	0	0	0
**Sexual Offense: Fondling	0	0	0	0
**Sexual Offense: Incest	0	0	0	0
**Sexual Offense: Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	0	0	0	0
*Larcenies	0	-	-	-

*Larcenies are not a required category.

**Revised crime category per FBI Uniform Crime Reporting definition change.

2014 Criminal Offenses	On-Campus	Non-campus	Public Property
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0
Sex Offenses: Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
*Larcenies	0	-	-

*Larcenies are not a required category.

2013 Criminal Offenses	On-Campus	Non-campus	Public Property
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses: Forcible Sex Offenses	0	0	0
Sex Offenses: Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
*Larcenies	0	-	-

*Larcenies are not a required category

Hate Crimes

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

2015: Zero hate crimes reported in the following crime categories: Murder, non-negligent manslaughter, rape, fondling, statutory rape, incest, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny, simple assault, intimidation, destruction of property, domestic violence, dating violence and stalking.

2014: Zero hate crimes reported in the following crime categories: Murder, non-negligent manslaughter, rape, fondling, statutory rape, incest, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny, simple assault, intimidation, destruction of property, domestic violence, dating violence and stalking.

2013: One Main Campus (student housing) aggravated assault characterized by racial bias.

Zero hate crimes reported in the following crime categories: Murder, non-negligent manslaughter, rape, fondling, statutory rape, incest, robbery, burglary, motor vehicle theft, arson, larceny, simple assault, intimidation, destruction of property, domestic violence, dating violence and stalking.

Crime Prevention and Security Awareness Programs

Crime Prevention Programs on personal safety are sponsored by various campus organizations throughout the year. Campus crime prevention and security awareness programs are discussed annually in the fall by University Police during new student and parent orientation. Members of the University Police Department conduct crime prevention presentations when requested by various campus community groups. During these presentations the following information is typically provided – crime prevention tips, statistics on crime at SVSU, sexual misconduct, information regarding campus security procedures and practices, including encouraging participants to be responsible for their own security, and the security of others on campus.

The Residential Life staff strives to provide appropriate enforcement of security measures in all campus housing, promoting a community respectful of individual and group rights and responsibilities. Periodic educational sessions on safety and crime awareness are provided in collaboration with University Police.

The University Police offers a self-defense program, “RAD” (Rape Aggression Defense), to all female members of the SVSU community. The RAD program teaches basic self-defense skills and assists women in gaining confidence in their own abilities, as well as making them more aware of their surroundings. RAD is offered as a one-credit class during the fall and winter semesters and abbreviated courses are offered to groups on and off campus throughout the year. Classes are taught by certified RAD instructors. Topics include awareness of rape, acquaintance rape and other sex offenses. The following University Police staff can provide additional information: Sergeant Marc Strain (989-964-4157).

The University Police take a proactive approach to minimize opportunities for criminal behavior. Periodically during the academic year, the University Police, in cooperation with other university organizations and departments, present crime prevention awareness sessions on sexual assault, thefts, and educational sessions on personal safety and residence hall security. Crime prevention efforts stress community awareness and interaction through presentations and dissemination of materials, including:

- New Student and Adjunct Faculty Orientation Programs – Provide safety and crime prevention information. This occurs annually in the fall.
- Parent Orientation- Provide safety and crime prevention information. This occurs annually in the summer and fall.
- Escort Services – Police or Service Officer will provide an escort to an individual who feels uncomfortable walking alone on campus. Available upon request.
- Operation Identification – Students and employees are able to register valuable personal property with University Police. Available online.
- Alcohol/Drug Awareness – Information programs several times per year for students including beer goggles simulation.
- Residential Life staff and student organization training-safety and crime prevention programming annually in the fall and periodically throughout the year.
- “Cards” Party-Crime prevention and awareness information booth set-up during the annual fall event.

- University Residence Association – Weekly residence hall meeting.

Emergency Notification Procedures

The process of issuing an emergency notification begins by confirming there is a significant emergency or dangerous situation. University Police Chief (or designee) will verify information about a potential significant emergency or dangerous situation. This occurs by collecting and assimilating information from firsthand accounts and from uniformed officers in the field. In some circumstances local, state, or federal agencies may notify University Police of a possible emergency and may provide information or guidance to be used in verifying whether a significant emergency or dangerous situation exists.

Upon confirmation of an emergency or dangerous situation that poses an immediate threat to the health or safety of students or employees, University Police Chief (or designee) will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

University Police Chief (or designee) is responsible for determining the content of an emergency notification; the content of a notification is determined based on the circumstances and the manner in which the situation is impacting campus. The content of the notification message is designed to provide instruction to the university community that promotes the safety and well-being of those impacted. At times, messages may simply contain information about an area of campus to avoid. At other times, messages may have specific protective action recommendations or information about the nature of the incident itself. The content of the notification is dependent upon the amount of information available. A message may be directed to the entire campus community or to specific areas or segments of the campus depending on the nature and location of the incident.

The SVSU University Police Chief or a designee will develop emergency notifications for the University Community to notify members of the community. In the absence of the Chief of Police the following designees may issue an Emergency Notification after consulting with the Chief of Police and/or the Executive Vice President of Administration and Business Affairs:

- Police Sergeant
- Resource Manager/Compliance Officer
- Director of Media & Community Relations
- Manager of Business and Operations
- Police Dispatcher
- Associate Vice President for Administration and Business Affairs
- Associate Vice President for Administration and Business Affairs/General Counsel
- Parking Services Coordinator

Notification of emergency situations is comprised of a variety of methods by which the University can notify students, faculty and staff of an active, major campus emergency. Any one, or all methods may be used:

- SVSU Alert system-sends text and voice messages to cellular phones, classroom phones, social media accounts, and home phones to registered individuals. All faculty, staff and students will receive e-mails from the system.

- News Blast-displayed on the SVSU website homepage, University Police webpage and/or local media
- Public Address System-outdoor campus public alert system
- Campus e-mail-SVSU e-mail account
- Social Media/My PD App-Facebook, Twitter and University Police mobile app

Emergency Drills, Testing and Evacuation Procedures

The University's Emergency Procedures Guide includes information and procedures to follow in the case of an emergency. The Emergency Procedures Guide can be found at <http://www.svsu.edu/universitypolice/campussafety/emergencyproceduresguide>. This guide covers a variety of topics and aids community members in both evacuation and shelter-in-place situations. University Police has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation.

Evacuation and shelter-in-place drills are coordinated annually by University Police, Residential Life, and the Kochville Township Fire Department for all residential facilities. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. University Police do not tell residents in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, and other factors such as the location and nature of the threat. University Police and the Kochville Township Fire department will communicate information to students regarding the developing situation or any evacuation status changes.

Two severe weather drills are conducted in the spring and summer of each year, with the first occurring in April and the other in September. The dates and times of the drills will be announced by an e-mail to the campus community well in advance. During the severe weather drills the campus community is expected to shelter-in-place. The drill notification including shelter-in-place instructions is sent through the SVSU Alert system (email, phone, classroom phone, and social media), the outdoor PA and tornado sirens.

Student residents receive information about evacuation procedures during their resident hall meetings. The Residential Life staff is trained in these procedures as well and act as an on-going resource for the residents living in residential facilities.

Evacuation of a classroom or area may be ordered by faculty or staff, University Police, or local public safety agencies. The purpose is to move occupants away from potentially threatening situations that do not require full building evacuation. Evacuation of a building is used to move occupants out of the building by a pre-designated route (if usable) to avoid a potentially threatening situation that involves the entire building. Orders to evacuate the building may be issued by University Police or local public safety agencies. Occupants should adhere by the following evacuation steps:

- Remain calm.
- Go immediately, in a calm and orderly manner, to the designated evacuation assembly area.
- Remember to take your class roster with you.
- Consider special-needs occupants that may need assistance evacuating.

- When leaving a room, feel the door with the back of your hand before opening it. Do not open any door that feels hot.
- If smoke is present, stay low. The best quality of air is near the floor.
- If your primary route is blocked or unusable, use your secondary exit route.
- Do not take personal items with you.
- Close doors behind you while exiting.
- Walk, do not run.
- Do not go into the restrooms.
- Do not use the elevators.
- Once you have reached the designated area, assist in accounting for all occupants and immediately report any missing occupant to University Police.
- Remain at the designated evacuation assembly area until directed by University Police or an All Clear has been announced.

The surrounding community would be notified of the emergency through University Communications, via the local news media. In addition, the Saginaw County 911 agency and various local police agencies would be notified via telephone and radio.

Responsibilities of the University Community

Members of the University community should assume responsibility for their own personal safety, their personal property and the security of others. The following precautions provide guidance:

- Report all suspicious activity to the University Police Department immediately.
- Never take personal safety for granted.
- Try to avoid walking alone at night. Walk with a friend when possible.
- Never leave valuables unattended.
- Always lock the door to your residence hall room, whether or not you are there. Be certain that your door is locked when you go to sleep, and keep windows closed and locked when you are not at home.
- Do not leave valuables in your car, especially if they can be easily noticed.
- Use the Police Department Operation ID online service to register personal items of value.
- For lost or found property, contact the University Police at 989-964-4141. Found property items are listed on the University Police website: www.svsu.edu/universitypolice. Property is turned in daily to the department.

SVSU Campus Alerts

“SVSU Alert” is an emergency notification system which provides University administrators the ability to send text and voice messages to cellular phones, campus phones (including classroom phones), home phones and e-mail accounts. All SVSU faculty, adjunct faculty, staff, and students e-mail addresses are automatically entered into the system. Campus members can modify their contact information by logging-in to the “SVSU Alert” system at <https://www.getrave.com/login/svsu>. “SVSU Alert” informs as many people as possible by using multiple means of communication. Depending upon the nature of a particular situation, the University’s web site www.svsu.edu/universitypolice and e-mail system are also used, in addition to local media. When a situation arises that, in the judgment of the Chief of University Police, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the university e-mail system to students, faculty and staff. “Timely Warnings” are designed to educate the community in a timely manner regarding criminal activity.

Timely Warnings

The SVSU University Police Chief or a designee will develop timely warning notices for the University Community to notify members of the community about serious crimes against people that occur either on or off campus, where it is confirmed that the incident may pose a serious or ongoing threat to members of the SVSU campus community. These warnings will be distributed if the incident is reported either to University Police directly or indirectly through a campus security authority or Saginaw County Dispatch. Timely Warnings will be considered when any of the following crimes occur:

- Murder, Non-negligent Manslaughter, and Negligent Manslaughter
- Rape
- Sex Offenses (fondling, incest, and statutory rape)
- Aggravated Assault
- Robbery
- Burglary
- Motor Vehicle Theft
- Arson
- Domestic Violence, Dating Violence, and Stalking
- Crimes involving bodily injury to persons intentionally selected based on actual or perceived race, gender, religion, sexual orientation, ethnicity, national origin, gender identity or disability
- Other crimes as determined necessary by the Chief of Police, or his or her designee in his or her absence.

The University Police may not issue timely warnings for the above listed crimes if:

- The University Police apprehend the subject(s) and the threat of imminent danger for members of the SVSU community have been mitigated by the apprehension.
- If a report was not filed with University Police or if the University Police was not notified of the crime in a manner that would allow the department to post a “timely” warning for the community.

University Police personnel will make the decision whether to issue a Timely Warning notice on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the nature of the crime, the continuing threat to the campus community and the possible risk of compromising law enforcement efforts. Timely Warnings will be distributed to the campus community as soon as pertinent information is available and updated as new information becomes available.

The Chief of Police may consult with the Executive Vice President of Administration and Business Affairs (or his designee), the Resource Manager/Compliance Officer, and/or the Associate Vice President/General Counsel for Administration and Business Affairs when making the decision to issue a Timely Warning. University Police will draft the proposed Timely Warning and forward it to University Communications. University Communications will review and revise the text as needed. The Chief of Police or designee will transmit the email containing the timely warning to faculty, staff and students. Updates to the SVSU community regarding the Timely Warning also may be distributed electronically via blast email. In addition to email the following methods may also be used to notify the campus community:

- Campus Alert System
- Social Media
- University Web Page
- Media Releases

Timely warnings may also be posted in campus buildings, when deemed necessary and are included with the corresponding incident report.

All messages issued under this policy shall be titled “Timely Warning” and include the following (if known):

- Type of Incident
- Location of Incident
- Date/Time of Incident
- Safety Information for Campus Community Members

In the absence of the Chief of Police the following individuals may issue a Timely Warning after consulting with the Chief of Police and/or the Executive Vice President of Administration and Business Affairs:

- Police Sergeant
- Resource Manager/Compliance Officer
- Director of Media & Community Relations

Residential Missing Persons Protocol

Saginaw Valley State University observes the requirement for Missing Persons as mandated in the Higher Education Reauthorization Act of 2008. If a member of the University community has reason to believe a student who resides in on-campus housing is missing, he or she should immediately notify University Police at 989-964-4141. Each resident student has the opportunity to confidentially identify an individual he or she wants contacted in the event the student is reported missing for a period of 24 hours. Students who wish to identify a confidential contact can do so in the offices of Housing and/or Residential Life. A student’s confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation. If the missing student is under the age of 18 and is not an emancipated individual, SVSU will notify the student’s parent or legal guardian within 24 hours.

Additionally, the University will invoke a procedure under the direction of the University Police initiating an investigation in response to the missing person report. The University Police will aggressively investigate the incident taking into account such factors as the emotional state of the student, the last known location of the student, and any other personal information that may determine the student’s location. The investigation will include notifying university administrators, the Residential Life staff, and local law enforcement within 24 hours if the student is determined to be missing.

Campus Facilities

The academic and administrative buildings are open to the campus community and public during normal business hours. Campus Facilities employees lock most academic buildings by 11:00 p.m. Faculty and staff are allowed entry to academic buildings after hours and on weekends by use of their SVSU ID.

The main entrance of the First Year Suites, Living Centers and University Village efficiency buildings for student residents are controlled by card access. Door locks and security hardware are checked frequently and any issues should be immediately reported to the Campus Facilities department. Pine Grove Apartments and multi-person units in University Village are private-entry key access.

University police officers patrol the academic, administrative buildings and campus regularly and any maintenance issues are immediately reported. The police make recommendations for the trimming of trees and other vegetation that may limit the visibility around buildings and residence halls. The Facilities Planning & Construction department frequently surveils campus for maintenance concerns related to safety and security.

Michigan Sex Offender Registry

The Michigan State Police maintains a computerized Sexual Offender Registry which is located at www.mipsor.state.mi.us. This link is also located on the University Police website.

Alcohol and Drug Policies

SVSU is committed to the health and safety of its campus community through programs of alcohol education provided by the Student Counseling Center. The University enforces compliance with alcoholic beverage laws on campus and at University-sponsored activities. The University's Substance Abuse Policy and Regulations and the Drug Free Workplace Policy are distributed to all employees by the Human Resources office upon hire and by annual notices sent to all employees. In addition, these policies are included as annual notices on the University's web portal.

The possession, sale or the furnishing of alcohol on the University campus is governed by SVSU Substance Abuse Policy and Regulations, Student Code of Conduct and Michigan state law. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the Michigan Liquor Control Commission (MLCC). However, the enforcement of alcohol laws on-campus is the primary responsibility of University Police. Under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by University Police. Violators are subject to University disciplinary action, criminal prosecution, fine and imprisonment.

Alcohol is not permitted on campus by any person under the age of 21. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone less than 21 years of age in a public place or a place open to the public is illegal. Consumption of alcohol by those 21 years of age or older is permitted in University Housing facilities only in accordance with provisions outlined in the Student Code of Conduct. Alcoholic beverages are not permitted at athletic events, concerts or any other event open to the campus community or general public, without prior authorization from the university.

There are additional regulations in the Student Handbook for students living in residence halls and apartment complexes. Unauthorized sale, use, manufacturing or distribution of alcohol or controlled substances by a student or employee may result in disciplinary action.

The Drug-Free Workplace Act of 1988, Subtitle D, Section 5152, requires that Saginaw Valley State University maintain a workplace free from the unlawful manufacture, distribution, dispensation, possession or use of controlled substances. The unlawful manufacture, distribution, dispensation, possession or use of drugs and narcotics is prohibited on any property under the control of and

governed by the Board of Control of Saginaw Valley State University, and at any site where work is performed by individuals on behalf of Saginaw Valley State University.

The SVSU campus has been designated drug free. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the SVSU University Police. Violators are subject to University disciplinary action, criminal prosecution, fine and imprisonment. Refer to SVSU's Alcohol and Other Drugs Policies for additional information and sanctions.

University:

<http://www.svsu.edu/operationsmanual/generaloperations/generaloperationsii/431substanceabusepolicyandregulations/>

<http://www.svsu.edu/operationsmanual/generaloperations/generaloperationsii/432drugfreeworkplace/>

Students: <http://www.svsu.edu/studentaffairs/studenthandbook/alcoholandotherdrugs/>

Alcohol and Drug Abuse Treatment Services

Saginaw Valley State University offers a specifically designed Employee Assistance Program (EAP) to assist in solving the twists and turns that we all will face throughout life is available. Ceridian Lifeworks provides experienced consultants to talk with when you have a question, face-to-face sessions on specific issues, referrals to resources and services in your community, and a commitment to always being there when you have a question or need help. The program offers information, advice, and support on a wide range of everyday issues, including alcohol and drug issues. Ceridian Lifeworks can be contacted at 1-888-456-1324 or www.lifeworks.com, 24 hours a day, 7 days a week.

Virtually all college students experience the effects of college drinking - whether they drink or not. The Student Counseling Center offers free, confidential education on alcohol or other substances that is researched-based. Risk assessments are also provided for students who require it.

Some programs that The Student Counseling Center offers are:

CANS - Cardinals Avoiding Negative Situations - a brief alcohol abuse prevention and harm reduction program. It is presented as a one-session, interactive discussion course for students who have been referred for or would like alcohol education.

CHOICES - a brief alcohol abuse prevention and harm reduction program for students who have been referred for alcohol education as a result of conduct/policy violation. It is a two-session, interactive journaling and discussion course.

BASICS - Brief Alcohol Screening and Intervention of College Students - targets students who drink alcohol heavily, have faced legal consequences as a result of their drinking, or have experienced or are at risk for alcohol-related problems such as poor class attendance, missed assignments, accidents, sexual assault, and violence.

Marijuana 101 - a fast-paced, relevant, and individualized online course for students who have received a conduct/policy violation for marijuana use. It consists of an individual assessment with a Student Counseling Center therapist and an online class.

Sexual Misconduct Policy

Saginaw Valley State University (SVSU) is committed to creating and maintaining an educational environment free from all forms of sex discrimination, including sexual misconduct. Any act involving sexual harassment, violence, coercion, and intimidation will not be tolerated. SVSU also strictly prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. These acts have a real impact on the lives of victims. They not only violate a person's feelings of trust and safety, but they can also substantially interfere with a student's education. It is the policy of SVSU that, upon learning that an act of sexual misconduct has taken place, immediate action will be taken to address the situation and to take appropriate corrective action. This includes working with State and local law enforcement to bring possible criminal charges, and seeking disciplinary action through the University.

General Statement of Policy Requirements and Notice of Non-Discrimination under Title IX

This policy is intended to provide clarity on how SVSU prevents, investigates, and addresses incidents of sexual misconduct consistent with its values and with requirements of Title IX of the Educational Amendments Acts of 1972, the Elliott-Larsen Civil Rights Act, The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and other applicable federal, state, and local laws.

SVSU encourages the reporting of sexual misconduct that is prompt and accurate. This allows the University community to quickly respond to allegations and offer immediate support to the victim. SVSU is also committed to protecting the confidentiality of victims, and will work closely with persons who wish to obtain confidential assistance regarding an incident of sexual misconduct. Certain professionals at SVSU (Student Counseling Center representatives) are permitted by law to offer confidentiality. Those who do not maintain the privilege to offer confidentiality (responsible employees) are expected to keep reports private to the extent permitted under the law and University policy. This means that they may have to report to SVSU officials, but will not disclose the information beyond what is required by law and policy. All allegations will be investigated promptly and thoroughly, and both the victim and the accused will be afforded equitable rights during the investigative process. It is the collective responsibility of all members of the SVSU community to foster a safe and secure campus environment.

In an effort to promote this environment and prevent acts of sexual misconduct from occurring, the University engages in ongoing prevention and awareness education programs. All incoming students and employees are required to participate in these programs, and all members of the University community are encouraged to participate throughout the year in ongoing efforts focused on the prevention of sexual misconduct on campus. This policy does not supersede or negate other applicable SVSU policies relating to sexual misconduct, including the University's Anti-Harassment/Discrimination policy.

Scope of Policy

Who: This policy applies to all members of the SVSU community, including students, faculty, staff, visitors, independent contractors, and other third parties who are on campus and involved in an incident of sexual misconduct (this may be someone who witnessed an incident or who wishes to report an incident on behalf of another).

What: This policy prohibits all forms of sexual misconduct. This broad term includes, but is not limited to, acts of sexual harassment, sexual violence, sexual coercion, sexual threats or intimidation,

domestic violence, dating violence, sexual assault, and stalking. Please refer to the Definitions section for a complete list of terms and prohibited acts.

Where: This policy covers conduct that takes place on the University campus. This includes any building or property owned or controlled by SVSU and used in direct support of, or in a manner related to, the school's educational purposes, including residence halls, dining halls, and public property within or immediately adjacent to and accessible from campus. This also includes any building or property not within the same reasonably contiguous geographic area of SVSU that supports or relates to the school's educational purposes and is frequently used by students. This policy also covers conduct that takes place off-campus if the sexual misconduct affects the participation by a member of the SVSU community in a University activity.

Programs: This policy covers all educational, extracurricular, athletic, or other campus programs.

Activities: This policy covers all campus and school-related activities, including, but not limited to, student organizations (academic, Greek, multicultural, religious, service, social and support, sports and recreational), community organizations with student and/or faculty participation, and all other educational or extracurricular events hosted by or at the University.

Relationships: This policy covers sexual misconduct occurring between individuals in various types of relationships. These include, but are not limited to, student to student, staff to staff, faculty member to faculty member, visitor/contracted employee to faculty/staff, faculty member to student, staff to student, supervisor to subordinate, and coach to student athlete. Sexual misconduct may be acts committed by an individual or collective actions committed by members of a group or organization. These acts may be committed against an individual or against a group or organization. These acts may be committed by a stranger, an acquaintance, or someone with whom the victim has a social, romantic, or intimate relationship.

Confidentiality: The University is committed to maintaining the privacy of all individuals involved in a report of sexual misconduct. While SVSU encourages victims to report an incident of sexual misconduct, there are many options available for students to speak with someone about what happened while maintaining confidentiality. Please see <https://www.svsu.edu/studentcounselingcenter/>.

Training: Persons responsible for handling sexual misconduct investigations will undergo annual training. SVSU will offer prevention and awareness programs relating to sexual misconduct to new students, faculty, and staff, on an as needed basis.

SVSU will offer periodic programs focused on informing the campus community regarding sexual misconduct issues throughout the year.

Prohibited Conduct and Definitions

The University prohibits all forms of sexual harassment and violence, dating/domestic violence, and stalking prohibited by Title IX and the Violence Against Women Act (VAWA). The University will treat attempts to commit any prohibited conduct as if those attempts had been completed. Within these broad categories, the University prohibits the following forms of conduct:

Coercion: The improper use of pressure to compel another individual to initiate or continue sexual activity against the individual's will. Coercion can include a wide range of behaviors, including intimidation, manipulation, threats and blackmail. A person's words or conduct are sufficient to

constitute coercion if they wrongfully impair another individual's freedom of will and ability to choose whether or not to engage in sexual activity. Examples of coercion include threatening to "out" someone based on sexual orientation or gender identity and threatening to harm oneself if the other party does not engage in the sexual activity.

Consent: For the purposes of this policy, consent to sexual activity is defined as: a clear, unambiguous, and voluntary communication of willingness to engage in specific sexual acts or behavior, expressed by words or clear, unambiguous action. Consent cannot be inferred from the absence of a "no." A clear "yes," verbal or otherwise, is necessary. Silence, passivity, past consent, or lack of active resistance does not imply consent.

No person shall engage in the sexual assault of any student, faculty, or staff member or others in the University community nor shall a person engage in conduct that threatens, intimidates or endangers the health, safety, or welfare of any such person. Sexual assault includes intentional bodily contact that is without consent and/or by force (either by body part or by object) with the breasts, buttocks, groin, inner thigh, or genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts.

Consent must be clear and unambiguous for each participant throughout any sexual encounter. Consent to some sexual contact does not imply consent to others, nor does past consent to a given act imply ongoing or future consent. Consent can be revoked at any time.

Consent cannot be obtained from someone who is asleep or otherwise mentally or physically incapacitated, whether due to alcohol, drugs, or some other condition. Consent cannot be obtained by intimidation, threat, coercion, or force, and agreement given under such conditions does not constitute consent.

Dating/Domestic Violence: No person shall engage in acts of dating/domestic violence. Dating/domestic violence constitutes behavior or physical force that intimidates, manipulates, isolates, frightens, terrorizes, coerces, threatens, hurts, injures or wounds someone in order to obtain and/or maintain power or control over another. It is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the other person and where the existence of such a relationship is determined based upon the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Dating/Domestic Violence includes: Felony or misdemeanor crimes of violence committed by a current or former spouse of the injured person; by a person with whom the injured person shares a child in common; by a person who is cohabitating with or has cohabitated with the injured person as a spouse or intimate partner; by a person similarly situated to a spouse of the injured person under the domestic or family violence laws of the State of Michigan, or by any other person against an adult or youth who is protected from that person's acts under the domestic or family violence laws of the State of Michigan. These definitions do not require sexual contact between partners.

Force: the use or threat of physical violence or intimidation to overcome an individual's freedom of will to choose whether or not to participate in sexual activity. For the use of force to be demonstrated, there is no requirement that a Complainant resist the sexual advance or request. However, resistance by the Complainant will be viewed as a clear demonstration of non-consent.

Harm to Others: Words or types of conduct that threaten or endanger the health or safety of any person including physical abuse, verbal abuse, threats, intimidation and/or harassment. This behavior is typically treated as a violation of the Student Conduct Code or applicable employment policy.

However, acts which constitute harm to others that are a form of sexual or gender-based harassment and violence, intimate partner violence, or stalking will be resolved under this policy.

Incapacitation: A state where an individual cannot make an informed and rational decision to engage in sexual activity because the individual lacks conscious knowledge of the nature of the act (e.g., to understand the who, what, when, where, why or how of the sexual interaction) and/or is physically helpless. An individual is also considered incapacitated, and therefore unable to give consent, when asleep, unconscious, or otherwise unaware that sexual activity is occurring. Incapacitation may result from the use of alcohol and/or other drugs. Consumption of alcohol or other drugs, impairment, inebriation or intoxication are insufficient to establish incapacitation. The impact of alcohol and drugs varies from person to person, and evaluating incapacitation requires an assessment of how the consumption of alcohol and/or drugs impacts an individual's:

- Decision-making ability;
- Awareness of consequences;
- Ability to make informed judgments; or
- Capacity to appreciate the nature and the quality of the act.

Evaluating incapacitation also requires an assessment of whether a Respondent knew or should have known that the Complainant was incapacitated when viewed from the position of a sober, reasonable person. In general, sexual contact while under the influence of alcohol or other drugs poses a risk to all parties. Alcohol and drugs impair a person's decision-making capacity, awareness of the consequences, and ability to make informed judgments. It is especially important, therefore, that anyone engaging in sexual activity be aware of the other person's level of intoxication. If there is any doubt as to the level or extent of the other individual's intoxication or impairment, the prudent course of action is to forgo or cease any sexual contact or activity. Being intoxicated or impaired by drugs or alcohol is never an excuse for sexual and gender based harassment and violence, intimate partner violence, or stalking and does not diminish one's responsibility to obtain consent.

Non-Consensual Sexual Contact: Having sexual contact with another individual:

- By force or threat of force;
- Without consent; or
- Where that individual is incapacitated. Non-consensual sexual contact includes intentional contact with the intimate parts of another, causing another to touch one's intimate parts, or disrobing or exposure of another without permission. Intimate parts may include the breasts, genitals, buttocks, groin, mouth or any other part of the body that is touched in a sexual manner.

Responsible Employees: SVSU employees who are required to report the details of a potential sexual misconduct incident to the Title IX Coordinator. A report to a Responsible Employee constitutes a report to SVSU.

Retaliation: Acts, words or attempts to take adverse action against the Complainant, Respondent, or any individual or group of individuals because of their good faith complaint or participation in an investigation and/or resolution of an allegation of prohibited conduct. Retaliation can be committed by any individual or group of individuals, including, but not limited to a Respondent or Complainant. Retaliation can take many forms, including threats, intimidation, pressuring, continued abuse, violence or other forms of harm to others.

Sexual Assault: Having or attempting to have sexual intercourse with another individual:

- By force or threat of force;
- Without consent; or
- Where that individual is incapacitated. Sexual intercourse includes vaginal or anal penetration, however slight, with a body part (e.g., penis, tongue, finger, hand) or object, or oral penetration involving mouth to genital contact.

Sexual Exploitation: Occurs when an individual takes non-consensual or abusive sexual advantage of another for one's own advantage or benefit, or to benefit or advantage anyone other than the one being exploited. Examples of Sexual Exploitation include, but are not limited to:

- Surreptitiously observing another individual's nudity or sexual activity or allowing another to observe consensual sexual activity without the knowledge and consent of all parties involved;
- Non-consensual sharing or streaming of images, photography, video, or audio recording of sexual activity or nudity, or distribution of such without the knowledge and consent of all parties involved;
- Exposing one's genitals or inducing another to expose their own genitals in non-consensual circumstances;
- Knowingly exposing another individual to a sexually transmitted disease or virus without their knowledge;
- Sexually-based bullying; and
- Inducing incapacitation for the purpose of making another person vulnerable to non-consensual sexual activity.

Sexual Harassment: Any unwelcome sexual advance, request for sexual favors, or other unwelcome verbal or physical conduct of a sexual nature when: (1) Submission to or rejection of such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment, evaluation of academic work, or participation in any aspect of a University program or activity; or (2) Submission to or rejection of such conduct by an individual is used as the basis for decisions affecting the individual; or (3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work, academic performance, housing/residential environment, i.e. it is sufficiently serious, pervasive or persistent as to create an intimidating, hostile, humiliating, demeaning, or sexually offensive working, academic, residential, or social environment. Sexual harassment also includes gender-based harassment, which may include acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex, even if those acts do not involve conduct of a sexual nature. A single isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe. The more severe the conduct, the less need there is to show a repetitive series of incidents to create a hostile environment, particularly if the harassment is physical.

Stalking: No person shall engage in acts of stalking. Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others or suffer substantial emotional distress because of fear, intimidation, apprehension or threat. It is the willful course of conduct over time that involves repeated or continuing harassment made against the expressed wishes of another

Prohibited Relationships by Persons in Authority

Sexual or romantic relationships in which one party maintains a direct supervisory or evaluative role over the other party are prohibited. In general, this includes all sexual or romantic relationships between students and their employers, supervisors, professors, coaches, advisors, or other non-student University employees. Similarly, University employees (faculty and staff) who supervise or otherwise hold positions of authority over others are prohibited from having a sexual or romantic

relationship with an individual under their direct supervision. Faculty, administrators, and others who educate, supervise, evaluate, employ, counsel, coach or otherwise guide students or subordinates should understand the fundamentally asymmetrical nature of the relationship they have with students or subordinates. Romantic or sexual relationships where there is differential in power or authority produce risks for every member of our community and undermine the professionalism of faculty and supervisors. In either context, the unequal position of the parties presents an inherent element of risk and may raise sexual harassment concerns if one person in the relationship has the actual or apparent authority to supervise, evaluate, counsel, coach or otherwise make decisions or recommendations as to the other person in connection with their employment or education at the University.

Sexual relations between persons occupying asymmetrical positions of power, even when both consent, raise suspicions that the person in authority has violated standards of professional conduct and potentially subject the person in authority to charges of sexual harassment based on changes in the perspective of the individuals as to the consensual nature of the relationship. Similarly, these relationships may impact third parties based on perceived or actual favoritism or special treatment based on the relationship. Therefore, persons with direct supervisory or evaluative responsibilities who contemplate beginning or are involved in such relationships are required to promptly: 1) discontinue any supervising role or relationship over the other person; and 2) report the circumstances to their direct supervisor. Failure to fully or timely comply with these requirements is a violation of this policy, and the person in authority could be subject to disciplinary action, up to and including dismissal from employment by the University.

The University does not intend to interfere with private choices regarding personal relationships when these relationships do not violate the goals and policies of the University. Any individual may file a complaint alleging harassment or discrimination, including an aggrieved party outside the relationship affected by the perceived harassment or discrimination. Retaliation against persons who report good faith concerns about consensual relationships is prohibited and constitutes a violation of this policy.

Procedures-Filing a Report

A report of sexual misconduct, including sexual harassment, sexual assault, and domestic violence, dating violence, sexual assault, or stalking may be made to the following offices:

Criminal complaint:

- University Police (989-964-4141)
- Saginaw County Sheriff (989-797-4580)

Victims have the option to notify University Police or the proper law enforcement agency, be assisted by campus authorities in notifying law enforcement or decline to notify law enforcement. University personnel will assist the victim of a sexual assault, dating violence, domestic violence or stalking in notifying law enforcement, if the victim so choose.

Reporting an Assault to the University Police if you are a victim of a sexual assault, dating violence, domestic violence or stalking:

- Get to a safe place as soon as you can.
- Try to preserve all physical evidence. Do not wash, use the toilet, douche, change clothing, or disturb the area if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.

- Contact the **University Police Department by calling 989-964-4141 or 9-911 to report the offense**. University Police will ensure you obtain medical treatment immediately. The Saginaw County Sexual Assault Response Team will collect the appropriate evidence in the event you wish to take legal action. A sexual assault advocate will also be contacted to assist you.
- Contact someone you trust to be with you and support you.

Preserving evidence is important because:

Physical evidence may be necessary to prove criminal domestic violence, sexual assault, dating violence or stalking. Evidence may also be used to obtain a personal protection order.

Seeking medical treatment is important because:

It will allow professionals to assess and treat any physical injuries you may have sustained. It will help determine the risk of sexually transmitted diseases or pregnancy and take preventive measures. It is crucial in gathering evidence that could aid criminal prosecution. Physical evidence should be collected immediately – ideally within the first 24 hours. In some circumstances evidence may be gathered up to 96 hours after a sexual assault.

The reasons to report the incident to the University Police Department are:

- To ensure your safety and well being
- To take action which may prevent further victimization, including issuing a crime alert to warn the campus community of an impending threat to their safety.
- To apprehend the assailant.
- To seek justice for the wrong that has been done to you.
- To have the incident recorded for purposes of reporting statistics about incidents that occurred on campus.

Institutional complaint:

- Title IX Coordinator (989-964-4068)
- Associate Provost for Student Affairs/Dean of Students (989-964-4410)
- Associate Dean for Student Affairs/Student Conduct Program (989-964-2220)
- Human Resources Director (989-964-4209)
- Associate Director of Athletic Department/ Senior Women's Administrator (989-964-7311)
- University Ombudsman (989-964-4166)

A person may file a complaint with one or more offices, and each office is prepared to assist the student with deciding on where to follow up with complaints.

Filing a Complaint with a State and/or Federal Agency: A person who is not satisfied with the University's handling of a complaint, may also file a complaint with federal and state agencies.

A sexual misconduct report may be made by the person who believes they have experienced sexual misconduct or by a person who has information that sexual misconduct may have been committed by a University student, faculty, staff member or other person in the University community.

To encourage reporting, individuals who in good faith report conduct prohibited by this policy, either as a Complainant or a witness, will not be subject to disciplinary action by the University for their own

personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of any other person at risk. The University may, however, initiate an educational discussion or pursue other educational remedies regarding alcohol or other drugs.

To promote prompt, thorough, and effective investigations, the University strongly encourages reporters and complainants to report possible incidents of sexual misconduct within 180 calendar days following the last occurrence of the misconduct. Although the Title IX Coordinator may conduct an investigation based on a report made after 180 days of the last occurrence of the behavior, the lapse of time may make it more difficult to gather relevant and reliable information.

Procedures Applicable to Specific Complaints

1. **Criminal complaints:** The State of Michigan and/or federal law will apply, and the matter will follow the criminal processes through a police investigation, a referral to the Prosecutor's Office for prosecution and the criminal court system for resolution.
2. **Institutional complaints:** the complaint will be handled through the University's Title IX and/or Anti-Harassment/Discrimination Policy and Procedures, where applicable.
3. **Student Disciplinary complaints:** the complaint will be handled pursuant to the University's Code of Student Conduct.
4. **Employee Disciplinary complaints:** the complaint will be handled through the Office of Human Resources, in accordance with its procedures.

If the reporter or complainant chooses not to participate in the University investigation of the report, the University may, as described below, pursue the report without that person's participation.

The University's Response to Incidents of Sexual Misconduct

Upon receipt of a report of sexual misconduct, the University will proceed as described below:

Services

After an allegation that an act of sexual misconduct has occurred, including any act of dating violence, domestic violence, sexual assault, or stalking, the University offers students a range of protective measures. The University will provide written notification to victims about options for, available assistance in, and how to request changes to:

1. **Resources for Immediate Assistance:** The information below provides contacts for trained on- and off- campus persons who can provide an immediate confidential response in a crisis situation. Also provided are emergency numbers for on- and off- campus safety, law enforcement, and other first responders.
2. **Confidential Resources:** The University encourages all members of the community to report any incidents of sexual misconduct; however, there are several confidential resources available to students who are not yet ready to report an incident. Please see <http://www.svsu.edu/studentcounselingcenter/>. These individuals can help a victim obtain needed resources, explain reporting options, and assist in navigating the reporting process. These resources are required by law to keep all communications confidential without an individual's express consent to release information or as otherwise required by law.
3. **Campus Resources:** These are resources provided by the University community offering intervention services, counseling, academic support, and medical services. These resources

are not bound by confidentiality, but will work together to maintain individual privacy. On-Campus: University Police, Title IX Coordinator, University Health Center, Dean of Students.

4. **Community Resources:** These are resources located off-campus in the local community offering intervention services and counseling. Information regarding these resources can be found at the website for the University's Title IX Program.
5. **Health Care Resources:** Medical assistance is available Monday through Saturday 8AM-8PM, Sunday 9AM-6PM, Holidays 9AM-3PM by calling 989-583-0285. Every victim has the option to seek treatment for injuries sustained during an incident of sexual misconduct, preventative treatment for sexually transmitted diseases, and other health services. A medical exam is also an important way for a health provider to properly collect and preserve evidence. In cases where necessary, rape kits are also available, and victims may contact a Sexual Assault Nurse Examiner (SANE). Please see www.sexualassaultcentersaginaw.org.
6. **Academic Accommodations:** The University is committed to ensuring the safety and well-being of the victim. A student who has been a victim of sexual misconduct may request an academic accommodation or change in residence after a report of sexual misconduct. Any individual who makes a request will receive an appropriate and reasonable accommodation. Possible requests include the ability to change academic schedules or work schedules, withdraw from or retake a class without penalty, access academic support services, and change residence hall assignments. Pursuant to Title IX, in most cases of sexual violence or sex discrimination, SVSU will endeavor, to the extent practicable, to change the schedule or accommodations of the accused student prior to changing the schedule or accommodations of the victim.
7. **Employment Accommodations:** The University is committed to ensuring the safety and well-being of the victim. An employee who has been a victim of sexual misconduct may request a work accommodation after a report of sexual misconduct. Pending the outcome of the investigation, possible accommodations may include changing work hours and break times, modifying shifts, and allowing an employee to transfer to another location or building
8. **Interim Measures:** In situations where it is necessary, SVSU will take immediate steps to protect victims pending the final outcome of an investigation. These steps include the accommodations listed above in addition to issuing no contact orders. Pending resolution of the complaint, the Respondent may be prohibited from contacting the victim and may be placed on suspension or denied access to campus. Also, the University may change the course schedule or residence assignment of the Respondent. Please refer to the Code of Student Conduct for disciplinary procedures related to acts of sexual misconduct. The Complainant may also consult with the Coordinator of Student Conduct Programs.

The Respondent will be offered appropriate support and other resources and notified of applicable institutional policies by the Coordinator of Student Conduct Programs.

The Title IX Coordinator will take appropriate steps to prevent and/or address retaliatory conduct following a report. Any attempt to retaliate against an individual who reports an incident of sexual misconduct, files a complaint, or participates in an investigation of sexual assault is prohibited by this Policy and by law. Parties that engage in retaliation are subject to the remedial actions outline in this policy.

If requested, other participants in the process (such as those who reported the assault or witnesses) may also be offered appropriate support services and information

Confidentiality, Privacy, and Reporting

For purposes of this policy, “confidential” and “confidentiality” shall mean that the Title IX Coordinator and others involved in the investigation pursuant to this policy or providing support to the victim, that the personally identifiable information will be restricted to those persons unless the victim consents or that the law so requires.

To the extent the law recognizes counselor-patient privilege, representatives of the Student Counseling Center and licensed counselors participating in SVSU’s Employee Assistance Program for University employees are not obligated to release any information as may be reported to them by those seeking their assistance. Saginaw Valley State University will maintain the confidentiality any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability to provide accommodations or protective measures.

All investigative documents and files will remain in the investigator’s office pending the conclusion of the investigation. At the close of an investigation, the files will be maintained by the office of the Title IX Coordinator.

Upon being notified of a potential sexual assault or other form of sexual misconduct that may constitute a crime, the Title IX coordinator will notify University Police to ensure appropriate distribution of University-wide timely warnings, if needed, and maintenance of accurate crime statistics.

Decision to Proceed with Investigation

If the Complainant is willing to participate with an investigation, the University will proceed as described in the Investigation section below.

If the Complainant requests confidentiality or asks that the report of sexual misconduct not be pursued, the University will, before taking any further investigative steps, forward that information, along with all available information about the report, to the Title IX Coordinator. The Title IX Coordinator is charged with balancing the University’s commitment to supporting victim-centered practices with its equally strong commitment to providing due process to the Respondent and promoting a safe University community.

In rendering the decision on whether to proceed with an investigation, the Title IX Coordinator shall consider the following factors:

1. Whether, how, and to what extent, the University should further investigate the report of sexual misconduct;
2. What steps may be possible or appropriate when an alleged perpetrator is unknown, and
3. What other measures or remedies might be considered to address any effects of the reported sexual misconduct on the campus community.

The final decision on whether, how, and to what extent the University will conduct an internal investigation, and whether other measures will be taken in connection with any allegation of sexual misconduct, rests solely with the Title IX Coordinator.

Investigation

The Title IX Coordinator will determine the most effective method of reviewing the concerns raised by the reported sexual misconduct; include whether to proceed with an investigation under this policy. When an investigation is deemed warranted the Title IX Coordinator will conduct the investigation or a

member of the University who is trained to investigate matters of sexual misconduct, to conduct the investigation. In all cases, the University will respond to the report in a prompt, thorough, and procedurally fair and effective manner. Upon receipt of a report, the University will strive to complete its review of the complaint within sixty (60) calendar days. If circumstances prevent the completion of an investigation within sixty (60) calendar days, the Investigator will notify the Complainant and Respondent.

The Title IX Coordinator may assign an assistant in an investigation, if needed. The assistant will also be a University member trained to investigate matters of alleged sexual misconduct. In conducting an investigation, the investigator may meet separately with the Complainant (if participating), Respondent, or the reporter (if applicable), any pertinent witnesses, and may also review other relevant information offered by either party or discovered independently by the investigator.

At any time during the course of an investigation, the Complainant, Respondent, or any witnesses may provide a written statement, other supporting materials, or identify other potential witnesses, regarding the matter under review.

Throughout the process, the Complainant or Respondent may have a Support Person present at any meeting they participate in that is related to the review of the reported sexual misconduct. This Support Person may be any individual selected by the Complainant or Respondent. The Complainant or Respondent may choose an attorney as a Support Person, but it shall be at his/her own expense. The Support Person shall have no role during any meeting related to the review of the reported sexual misconduct and may not participate in any meeting, other than to advise the Complainant or Respondent.

Standard of Proof

The investigator's findings of responsibility for sexual misconduct will be made using the preponderance of the evidence standard. This standard requires that the information supporting a finding of responsibility to be more convincing than the information in opposition to it. Under this standard, individuals are presumed to not have engaged in sexual misconduct unless a preponderance of the evidence supports a finding that sexual misconduct occurred.

Investigation Findings and Outcome Notification

Where an investigation is completed, the investigator will prepare a written report at the investigation's conclusion. Before the report is finalized, the participating Complainant and Respondent will be given the opportunity to review their own statements and, to the extent appropriate with respect to due process and privacy considerations, the participating Complainant and Respondent will be provided with a summary of other information collected during the investigation. A Complainant or Respondent must submit any comments about their own statement, or on any investigation summary that might be provided, to the Investigator within five (5) work days after that statement or summary was sent to them for review.

For the purpose of this Policy, a "work" day is a day where the University is open and conducting regular University operations. Work days do not include weekends, holidays that close the University, and days where emergency conditions warrant University closure.

Following the receipt of any comments submitted, or after the five (5)-day comment period has lapsed without comment, the investigator will address any identified factual inaccuracies or

misunderstandings, as appropriate, and then make a determination. The investigator's final written report will generally contain, at a minimum:

1. A summary of the investigation;
2. The investigator's findings, and
3. A summary of the investigator's rationale in support of the findings.

The Title IX Coordinator will review the report and findings of the investigator. A summary of the University's determination will be sent simultaneously and in writing to the participating Complainant and Respondent. The University neither encourages nor discourages the subsequent disclosure or sharing of the written notification by either person.

If a Complainant has chosen not to participate in the University's review of the sexual misconduct report, but expresses, in writing to be notified of the outcome, the University will notify the Complainant. If a Complainant has expressed a desire, in writing, not to be notified of the outcome, the University will honor that decision. In such cases, the University will not send the notification itself to the Complainant, but may proceed with any necessary follow-up, including as described below. If appropriate, the University may need to provide notification of that follow-up.

Sanctions Concerning Students

If the Respondent is found responsible for sexual misconduct, the University will initiate a sanctioning process designed to address the misconduct, prevent its recurrence, and remedy its effects, while engaging in the University's educational mission and Title IX obligations. Sanctions or interventions may also serve to promote safety or deter Respondents from future misconduct. Some behavior is so harmful to the University community or so deleterious to the educational process that it may require more serious sanctions or interventions, such as removal from University housing, removal from specific courses or activities, suspension from the University, or expulsion.

Process

Whether resolved by agreement or decision, the University will strive to complete the sanctioning process within fifteen (15) work days after the University's findings are shared with the participating Complainant and Respondent.

Remedial Action

Any student who violates this Policy will be subject to the range of remedial actions (in accordance with University Code of Student Conduct), which for students, range from probation to expulsion, depending on the totality of the circumstances of the incident, and taking into account any previous Student Code violations. Remedial actions may include, but are not limited to, one or more of the following:

CODE OF STUDENT CONDUCT

- a. Completion of Rehabilitation Program
- b. Developmental/Educational Assignments
- c. Expulsion
- d. Fines
- e. Referral for Counseling
- f. Restitution

- g. Restrictions
- h. Temporary University Suspension
- i. University Housing Probation
- j. University Housing Suspension
- k. University Probation
- l. University Suspension
- m. Warning

In addition to the sanctions/interventions applied to students found responsible for sexual misconduct, the University may find it helpful or necessary to request or require others to undertake specific steps designed to eliminate the misconduct, prevent its recurrence, or remedy its effects. Examples include, but are not limited to, the following:

- Requesting or requiring a University entity to conduct training for its staff or members;
- Making involved parties aware of available academic support services;
- Making involved parties aware of available counseling or medical services;
- Arranging, where possible, for a party to re-take or withdraw from a course without penalty, and;
- Revising University policies, practices, or services.

Respondents may also be subject to civil action or criminal prosecution because sexual misconduct may also violate state or federal laws.

Review of the Findings and/or Remedial Actions

Either party may appeal the outcome of the matter except where a Respondent has accepted an agreement under the sanctioning process outlined above. A party may seek review only on the following grounds:

1. The procedures of the sexual misconduct policy were not materially followed;
2. Discovery of new evidence, which was not available at the time of the investigation, that could reasonably affect its findings; or
3. The sanctions/interventions are inappropriate or disproportionate to the determined violations(s).

To request a review, a party must submit a written appeal to the Office of the Dean of Students within two (2) work days of the date of the notification of the decision regarding any sanctions or interventions. If the investigation concluded that no violation occurred, a party may seek review of that decision based on any of the above grounds for review within two (2) work days of the date of the notification of the Investigator's decision. The Dean of Students may deem a late submission reasonable under extenuating circumstances.

The Dean of Students, or his/her designee in the event of a conflict of interest, will strive to complete the review of an appeal within ten (10) work days of its receipt. The Dean of Students will review the matter based on the issues identified in the request for appeal. The Dean of Students may conclude that there are no relevant issues of concern and may affirm the final decision and any sanctions/interventions. If the Dean of Students identifies issues of concern, he or she will provide the Title IX Coordinator with one of the following recommended actions and any additional instructions or recommendations it deems appropriate under the circumstances:

1. If there was a material deviation from procedure, remand the matter to the Title IX Coordinator and/or a new Investigator with corrective instructions.
2. If new information appears relevant, refer the matter to the Title IX Coordinator, and the original Investigator, if available, to determine whether any modifications may need to be made to the original investigative report. If the sanctions are clearly inappropriate or disproportionate, alter the sanctions or interventions accordingly.
3. If the sanctions are clearly inappropriate or disproportionate, alter the sanctions or interventions accordingly.

After consideration and consultation with others, as appropriate, including the Title IX Coordinator, the Dean of Students or his/her designee, may accept or modify the sanctions/interventions. The Dean of Students' decision is final will be made available to the participating parties, in writing, simultaneously.

Concerning Faculty or Staff

With regard to faculty and staff as Respondents, sanctions will be determined as follows:

Formal Reprimand: Written documentation of a failure to abide by SVSU policy or procedures maintained in the employee's personnel file.

Educational Programs: Participation in educational programs, such as training, workshops, seminars, or other educational activities.

Revocation of SVSU privileges: Revocation of SVSU privileges, such as participation in extra-curricular or volunteer activities, for a definite or indefinite period of time.

Campus restrictions: Limitations on the times and/or places where the employee may be present on campus.

No contact orders: Prohibition on all forms of contact with certain people.

Suspension: Exclusion from work, with or without pay, and other related activities as set forth for a definite period of time.

Termination: Permanent separation from employment.

Review of the Findings and/or Remedial Actions: Review shall occur pursuant to the employee's collective bargaining agreement, where applicable, or in accordance with the applicable SVSU policy.

Concerning Contractors, guests, volunteers and other third parties

With regard to Contractors, guests, volunteers and other third parties as Respondents, sanctions will be determined as follows:

Trespass Warning: Notice that future visits to the SVSU campus may result in a citation for trespassing.

Campus Restrictions: Limitations on the times and/or places where the person may be present on campus.

No Contact Orders: Prohibition on all forms of contact with certain people.

Relationship Termination: Termination of the person's relationship with SVSU

Review of the Findings and/or Remedial Actions: Review shall occur pursuant to the applicable SVSU policy.

Resources

The following campus and local resources may be helpful. Be assured that assistance in getting appropriate help will be provided.

Campus Resources

- **Student Counseling Center:** To schedule an appointment, call 989-964-7078 or stop by Curtiss 112; counselingservices@svsu.edu, www.svsu.edu/healthysvsu
- **University Police:** 989-964-4141
- **Peer Health Education:** 989-964-4658
- **Title IX Coordinator and Representatives:** Listed above
- **Residential Life:** 114 Curtiss Hall, 989-964-4410
- **Student Conduct Programs:** 114 Curtiss Hall, 989-964-2220

Community Resources

- **Covenant Sexual Assault Victim Assistance Area:** Phone 989-583-0000, 700 Cooper Ave., Saginaw, MI.
- **Underground Railroad, Inc.:** Administrative Office, 989-399-007, Fax: 964-399-0010
 - Crisis Line: 989-755-0411 or Toll free: 888-399-8385
 - Program email: www.undergroundrailroadinc.org
 - Provides a 24-hour hotline and shelter services, court support services, support groups, trained advocates for domestic and sexual assault issues, and legal assistance.
- **Child and Family Services:** 989-790-9118, Provides information gathering, forensic examinations under the direction of the Sexual Assault Response team, (known as SART), and follow-up treatment.
- **Personal Protection Order Office:** 989-790-5412
- **Bay Area Women's Center:** 989-686-4551 or 3411 E. Midland Rd., Bay City, MI; www.BAWC-mi.org
- **Caro Thumb Area Assault Crisis Center:** 800-292-3666; 429 Montague Ave., Caro, MI
- **Saginaw Underground Railroad:** 989-755-0411 or 888-399-8385
- **Saginaw Sexual Assault Center:** 989-790-9118; 2806 Davenport, Saginaw, MI; www.sexualassaultcentersaginaw.org
- **Shelterhouse of Midland:** 877-216-6383; www.shelterhousemidland.org

Bystander Intervention

Bystander intervention involves safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Student Wellness Programs office offers Step Up! Bystander Intervention training to students periodically during the academic year designed to encourage, motivate, and provide skills to participants in order to handle a potentially dangerous situation or to prevent one.

Tips for intervening when you observe or there is a risk of an incident of domestic violence, dating violence, stalking or sexual assault:

- Approach all individuals as a friend.
- Avoid using violence.
- Keep yourself safe by recruiting others if necessary or calling University Police.

Safe and positive options for bystander intervention:

- Making up an excuse to get him/her out of a potentially dangerous situation.
- Never leave his/her side, despite the efforts of someone to get him/her alone or away from you.
- Call University Police or local law enforcement if necessary.
- Step in and separate the two people. Let them know your concerns and reasons for intervening. Be a friend and let them know you are acting in their best interest.

Risk Reduction

Risk reductions options are designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence. The following are risk reduction options:

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don't know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- Make sure your cell phone is with you and charged.
- Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.

Personal Protection Order

Your legal rights include the right to file a petition in Circuit Court requesting an injunctive order or personal protection order to protect you from sexual violence. Saginaw Valley State University will enforce all court orders. To request a personal protection order call (989) 790-5412. These orders could include language restraining or enjoining the abuser from:

- Coming onto the premises
- Assaulting, beating, molesting, or wounding you
- Threatening to kill or physically injure you or another person
- Removing minor children from you, except as otherwise authorized by a custody or visitation order issued by a court of competent jurisdiction
- Engaging in any stalking behavior
- Interfering with you at your place of employment or education, or engaging in conduct that impairs your employment relationship, or employment or educational environment

Victims' Rights

Reports made to SVSU by students or employees who have been the victim of dating violence, domestic violence, sexual assault, or stalking will be provided with written explanation of their rights

and options regardless of whether the offense occurred on or off-campus. Under the Michigan Crime Victim's Rights Act, an individual who suffers direct or threatened physical, financial, or emotional harm as the result of a reported crime is entitled to the following information:

- Emergency and medical services are available if needed.
- You may be eligible for crime victim's compensation benefits. To apply, contact the Crime Victim's Service Commission at 1-877-251-7373.
- For additional information about your rights, you may contact the Prosecutor's Office at 111 South Michigan Avenue, Saginaw, MI 48602 or call (989) 790-5330.
- If you would like to be notified of an arrest in your case or the release of the person arrested, or both, you should call University Police at (989) 964-4141 and inform us.
- If you are not notified of an arrest in your case, you may call University Police at (989) 964-4141 for the status of your case.

Prevention and Awareness Campaigns

Primary prevention programs are intended to stop regarding domestic violence, dating violence, sexual assault and stalking before they occur through the promotion of positive and health behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe direction. Ongoing prevention and awareness programs are initiatives sustained over time and focus on increasing understanding of topics relevant to and skills for addressing the aforementioned crimes using a range of strategies with audiences throughout the University.

New University employees receive primary prevention training on domestic violence, dating violence, sexual assault and stalking via PowerPoint and follow-up is conducted by University Police personnel.

The following are primary and ongoing prevention and awareness programs presented to various student audiences regarding domestic violence, dating violence, sexual assault and stalking.

1. Fresh Start Weekend (Weekend before fall semester begins)
 - a) Peer Theater. Saturday of Fresh Start from 1pm to 4pm. Student theater performance with 10 skits that focus on bystander intervention, the importance of consent, sex under the influence of alcohol, highlights resources, and audience involvement.
 - 1,000 students in attendance; 96% Freshman participation
 - b) Sex in an Envelope: Thursday of Fresh Start from 7pm to 11pm. Icebreaker for freshmen that has a visible representation of how quickly a STI can spread, the importance of using barriers, and the importance of consent.
 - 515 students in attendance. 94% Freshmen participation
2. Launch of the Cardinals Care Website (svsu.edu/cardinalscare)
 - a) Combines our local and campus resources for students involved in a sexual assault and harassment, alcohol poisoning, mental health, bias-related incidents, and bullying
 - b) Clearer ways of reporting and resources in a one stop shop
3. Additional trainings/resources
 - a) Bystander Intervention (Step Up!) training days open to campus community: 27 people
 - b) Bystander Intervention with all athletes: All teams, except swimming, 344 people

- c) Bystander Intervention with Greek Life: 98 people
 - d) Leadership groups including RAs and Living Proud: 80 people
4. SAPT (Sexual Assault Prevention Team)
 - a) Trained student group who educates the community about the resources that exist and try to prevent sexual assault among their peer group.
 - b) Encouraged the climate survey through tabling, social media, t-shirt/wallet giveaways: Approx. 2000 students took the survey
 - c) Educated the student body about sexual assault, harassment, the policies, Title IX, and more with tabling, presentations, and passive giveaways (*does not include collaboration with PHE OR peer theater*): 526 people
 5. PHE (Peer Health Education)
 - a) Trained student group who educates the community about the resources and information about various health topics. Our sexual health program we always talk about consent when talking about sex and in the Latex League program there is a card with fun ways to ask for consent. Alcohol education also includes a portion that talks about sexual assault and alcohol.
 - b) Sexual education that focused on Sexual Assault: 976 people
 6. Sexual Assault (Title IX) prevention training for all resident assistants Topics included VAWA crimes, consent, risk reduction, and bystander intervention. VAWA brochure provided to participants. Training provided by University Police personnel. (44 + 9 administrative personnel)
 7. Sexual Assault (Title IX) prevention training for all student athletes (estimate 500)
 8. Sexual Assault (Title IX) prevention training for all computer lab proctors (@ 20), writing and math center tutors (@15)
 9. Sexual Harassment training for all student athletes (estimate 500)
 10. Hazing prevention training for club sport athletes (382)
 11. Sexual Assault (Title IX) prevention training for Greek Life participants
 12. Sexual Assault (Title IX), bullying, harassment prevention training for Counseling and Disability Services
 13. Sexual misconduct training provided to men's basketball team. Training was provided by Chief Ron Trepkowski. Topics included VAWA crimes, consent, risk reduction, and bystander intervention. Passed out VAWA brochure.

14. Three sections of international student orientation sexual misconduct training. Topics included sections on the VAWA, including bystander intervention and reporting. Training was conducted by the Chief of Police, Title IX Coordinator and the Coordinator for Student Conduct.
15. Training provided to student employees in the student life department related to reporting crime, emergency preparedness and the new VAWA policies and requirements. VAWA brochure provided to participants. Training provided by University Police personnel.

Annual Fire Safety Report

University Police publishes this fire safety report as part of its annual Clery Act compliance document, via this report, which contains information with respect to the fire safety practices and standards for SVSU. This report includes statistics concerning the number of fires, the cause of each fire, the numbers of injuries and deaths related to a fire, and the value of the property damage caused by a fire. After the annual fire safety inspection, the Campus Facilities department determined there are no necessary future improvements in fire safety.

If a fire occurs in an SVSU building, community members should immediately notify University Police at 964-4141. University Police will initiate a response, as the department can summon the fire department quickly. If a member of the SVSU community finds evidence of a fire that has been extinguished the community member should immediately notify University Police to investigate and document the incident.

The fire alarms alert community members of potential hazards and community members are required to heed their warning and evacuate buildings immediately upon hearing a fire alarm in a facility. Use the nearest stairwell and/or exit to leave the building immediately. Community members should familiarize themselves with the exits in each building.

Fire Log

A daily Fire log is available for review 24 hours a day on the University Police website at www.svsu.edu/universitypolice. The information includes the date, nature, time, and location of the fire.

Fire Safety Education and Training

Campus security and fire safety procedures are discussed during new student orientation. The University Police, Residential Life, including Housing officials, participate in forums and programs in residence halls to address students and explain University security, public safety, and fire safety measures and procedures at SVSU. Upon housing check-in resident students receive information on evacuation in the event of a fire. This information is also located in each room.

Residential Life collaborated with University Police and Kochville Township Fire Department (KFD) to provide fire safety training to the Residential Life staff (administrators, resident directors, and resident assistants). KFD trained the staff on fire safety including evacuation, fire extinguisher use and general building safety. Staff concluded the training by practicing how to exit a building that was filled with smoke using the safety guides that were taught.

Employees receive annual training regarding fire safety. The Director of Environmental Health and Safety disseminates information regarding SVSU fire safety procedures and building evacuation protocol to employees.

Fire Safety Inspections and Drills

Residential Life performs Residence Hall Health and Safety Inspections monthly. Inspections will be announced during the fall semester. All health and safety inspections are announced. The fire inspections are primarily designed to find and eliminate safety violations. Students are required to read and comply with the Residential Handbook, which includes the fire inspections and all other rules and regulations for residential buildings. The inspections include, but are not limited to, a visual examination of electrical cords, sprinkler heads, smoke detectors; fire extinguishers are checked monthly and other life safety systems. In addition, each room will be examined for the presence of prohibited items such as sources of open flames and portable cooking appliances in non-kitchen areas. Smoking in residence halls is strictly prohibited.

Fire evacuation drills are conducted once per semester. The drills are typically held within the first two weeks of the beginning of the fall and winter semesters.

Fire Safety Tips

A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls, are designed to stand up to fire longer than those of an individual room. It is important that these doors are CLOSED.

Sprinklers are 98% effective in preventing the spread of fire when operating properly. DO NOT obstruct the sprinkler heads with materials such as clothing.

Smoke detectors cannot do their job if they are disabled or covered by the occupant, which is a violation of University Policy.

Almost 75% of all fires that are caused by smoking material are the result of a cigarette being abandoned or disposed of carelessly. Smoking is NOT PERMITTED in any SVSU building.

Fire Evacuation Procedures

In the event of a fire, the university expects that all campus community members will evacuate by the nearest exit. It is required by law that all persons exit the building during a fire alarm. Any persons not leaving the building during an alarm will face disciplinary action.

When the fire alarm sounds in a residential hall, all students must immediately evacuate their rooms or apartments exiting away from the building. In the event of a fire, do not use the elevators. Once you have reached the designated evacuation assembly area, account for all occupants and report any missing occupants to the Police. Follow the instructions of Residential Life staff, University Police Officers or firefighting personnel. Each student will be informed by their R.A. of the designated gathering location upon evacuation. Only return to the building when directed by the University Police or university administrators

Fire Safety in Residential Housing and Academic Buildings

The following chart details fire sprinkler systems currently installed in residence facilities and academic buildings on main campus. There are no residence halls on the Macomb Campus. "Full" refers to a building that is 100% protected by automatic fire sprinkler systems. "Partial" refers to a building that is not 100% protected and "None" indicates building does not have a fire sprinkler system installed. All residential rooms are equipped with a fire extinguisher and smoke detector. All fire systems report, upon activation, to Central Dispatch via 24-hour central monitoring systems.

Building	None	Partial	Full	# of Fire Drills (2015)
Great Lakes Residence Halls (First Year Suites, A-E)		X		8
Tranquil Residence Halls (First Year Suites, F & G)		X		8
*Living Center North			X	8
*Living Center South			X	8
*Living Center Southwest			X	8
Pine Grove Apartments	X			0
*Pine Grove Apartments, Community Center			x	0
*Pine Grove Apartments West	X			0
University Village Apartments	X			8 for UV 420 and 432 only
*University Village Laundry Center		X		0
*University Village Community Center			X	0
Arbury Fine Arts Center			x	1
Art Studio			x	1
Brown Hall			x	1
Curtiss Hall			x	1
Founders Hall			x	1
Gilbertson Hall			x	1
Health & Human Services			x	1
Pioneer Hall			x	1
Ryder Center			x	1
Science Building East			x	1
Science Building West			x	1
Wickes Hall			x	1
Zahnow Library			x	1

*Notification of occupants is prompted by horns and strobe lights. Each fire alarm system has 24-hour battery back-up power. There are no separate addresses for main campus residence halls or academic buildings.

2015 Fire Statistics

Building	Total Fires in Each Building	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused By Fire
Great Lakes Residence Halls (First Year Suites, A-E)	0	N/A	N/A	N/A	N/A
Tranquil Residence Halls (First Year Suites, F & G)	0	N/A	N/A	N/A	N/A
*Living Center North	0	N/A	N/A	N/A	N/A
*Living Center South	0	N/A	N/A	N/A	N/A
*Living Center Southwest	0	N/A	N/A	N/A	N/A
Pine Grove Apartments	0	N/A	N/A	N/A	N/A
*Pine Grove Apartments, Community Center	0	N/A	N/A	N/A	N/A
*Pine Grove Apartments West	0	N/A	N/A	N/A	N/A
University Village Apartments	2	(1) Unintentional/Cooking (2) Unintentional/Electrical	0	0	(1) \$0-99 (2) \$100-999

2014 Fire Statistics

Building	Total Fires in Each Building	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused By Fire
Great Lakes Residence Halls (First Year Suites, A-E)	0	N/A	N/A	N/A	N/A
Tranquil Residence Halls (First Year Suites, F & G)	0	N/A	N/A	N/A	N/A
*Living Center North	1	Unintentional/Cooking	0	0	\$0-99
*Living Center South	0	N/A	N/A	N/A	N/A
*Living Center Southwest	1	Unintentional/Cooking	0	0	\$0-99
Pine Grove Apartments	0	N/A	N/A	N/A	N/A
*Pine Grove Apartments, Community Center	0	N/A	N/A	N/A	N/A
*Pine Grove Apartments West	0	N/A	N/A	N/A	N/A
University Village Apartments	1	(1)Unintentional/Hair iron	0	0	\$0-99

2013 Fire Statistics

Building	Total Fires in Each Building	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused By Fire
Great Lakes Residence Halls (First Year Suites, A-E)	0	N/A	N/A	N/A	N/A
Tranquil Residence Halls (First Year Suites, F & G)	0	N/A	N/A	N/A	N/A
*Living Center North	0	N/A	N/A	N/A	N/A
*Living Center South	0	N/A	N/A	N/A	N/A
*Living Center Southwest	1	Unintentional/Trash Bin	0	0	\$0-99
Pine Grove Apartments	0	N/A	N/A	N/A	N/A
*Pine Grove Apartments, Community Center	0	N/A	N/A	N/A	N/A
*Pine Grove Apartments West	0	N/A	N/A	N/A	N/A
University Village Apartments	1	Unintentional/Hair Iron	0	0	\$0-99

Mission Statement - Our reason to exist: The SVSU Police Department is a certified law enforcement agency whose purpose is to protect and serve the greater community of SVSU by providing:

- Community Partnerships
- Professional Service
- Prevention, Detection and Resolution of Crime
- Positive Part of the Community
- Proactive Crime and Safety Measures
- Collaborative Problem Solving
- Every Performance...Opening Night
- Campus Safety...Every Day, Every Contact

University Police Contact

University Police Department..... 989-964-4141
 On-campus emergency..... 9-911
 Off-campus emergency..... 911
 Parking Services..... 989-964-4140

Employee Assistance Program

The University employs a private company to assist employees with family and personal crises. The Employee Assistance Program (LifeWorks) is free to all benefit employees, and referrals are kept strictly confidential. LifeWorks can be contacted at 1-888-456-1324 or www.lifeworks.com, 24 hours a day, 7 days a week.

Medical Treatment/Counseling

Off-campus: Saginaw Sexual Assault Center..... 989-790-9118 (24-hour crisis line)
 Underground Railroad 989-755-0411 (24-hour crisis line)
 Bay Area Women’s Center.....1-800-834-2098 (24-hour crisis line)
 On-campus: Student Counseling Center.....989-964-7078 (112 Curtiss Hall)

Residential Life

Associate Director of Residential Life989-964-4420

Student Conduct Programs

Coordinator of Student Conduct Programs.....989-964-2220

<http://www.svsu.edu/universitypolice>

SVSU does not discriminate based on age, color, disability, gender identity, genetic information, height, marital status, national origin, race, religion, sex (including pregnancy), sexual orientation, veteran status, weight, or on any other basis protected by state, federal, or other applicable law in the provision of education, employment and other services.