

Grand View University



Drug-Free Schools and Campuses Regulations [Edgar Part 86] Biennial Review: Academic Years 2018-2019

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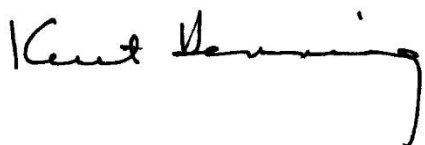
Grand View University has a strong commitment to provide a safe living/learning/working environment for students, staff, and faculty; and to establish and evaluate programs promoting high standards of health and safety. Grand View University has an obligation to identify, and to the extent possible, control or advocate control of environmental factors that influence the health and safety of members of the academic community.

The Drug-Free Schools and Campuses Act Amendments of 1989 requires each institution of higher education that receives any form of financial assistance (including student loans), to certify to the Secretary of the Department of Education that it has adopted and implemented programs to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

Grand View University emphasizes the role of the University in a proactive prevention of substance abuse, care and counseling provisions for individuals with substance abuse problems, enforcement of University regulations, and review and evaluation on the effectiveness of programmatic efforts.

The following pages underscore Grand View's commitment to ensuring a safe environment and to enforcing all applicable laws and sanctions associated with the use of illicit drugs and alcohol by students and employees.

Sincerely,

A handwritten signature in black ink that reads "Kent Henning". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Kent Henning
President
Grand View University

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Introduction

The purpose of the Biennial Review is to remain in compliance with the Drug-Free Schools and Campuses Act Amendments of 1989. The Drug-Free Schools and Campuses Regulations implemented section 22 of the Drug-Free Schools and Communities Act Amendments of 1989, which added section 1213 to the Higher Education Act and section 5145 to the Drug-Free Schools and Communities Act. These amendments require that, as a condition of receiving funds or any other form of financial assistance under any Federal program, an institution of higher education (IHE) must certify that it has adopted and implemented a drug prevention program. Accordingly, Grand View University is conducting a comprehensive review of its policies, regulations, and programs to ensure that all University students, staff, and faculty are provided with a safe living/learning/working environment.

Biennial Review Process

Biennial Review Timeline: Academic Years 2018-2019.

Biennial Review Committee - In compliance with the Drug-Free Schools and Communities Act, the following committee conducted a biennial review of Grand View University's alcohol and other drug prevention program:

- Dr. Jay Prescott, Vice President for Student Affairs, Title IX Director
- Dr. Jason Bauer, Associate Vice President for Student Affairs, Title IX Deputy
- Kent Schornack, Director of Counseling and Leadership
- Kenlyn Gordon, Associate Director of Counseling and Leadership
- Adam Demers, Director of Residence Life
- Robert Patterson, Associate Director of Residence Life
- Erica Kluver, Human Resource Manager, Title IX Deputy
- Ruth White, Campus Nurse

Biennial Review Process Timeline: Began January 2020 and ended September 2020. Review distributed December 15, 2020.

Data Collection Process - Data was collected by multiple people and sources including:

- Dr. Jay Prescott, Vice President for Student Affairs
 - Campus Crime Statistics
- Dr. Jason Bauer, Associate Vice President for Student Affairs
 - Student Code of Conduct incidents
- Erica Kluver, Human Resource Manager, Title IX Deputy
 - Lighthouse Services Reporting System
- Adam Demers, Director of Residence Life
 - Residence Life Alcohol and Illicit Drug Statistics
- Robert Patterson, Associate Director of Residence Life

- Residence Life Alcohol and Illicit Drug Statistics
- Kent Schornack, Director of Counseling and Leadership
 - Campus Alcohol Education and Alcohol Survey Information
- Kenlyn Gordon, Associate Director of Counseling and Leadership
 - Haven and Get Inclusive On-line Education Data
- Kendall Dillon, Vice President for Marketing
 - Campus Climate Survey

For more information about Grand View University's response to the use and abuse of alcohol and other drugs among students and employees, you may contact:

- Dr. Jay Prescott, Vice President for Student Affairs, 515-263-2885
- Dr. Jason Bauer, Associate Vice President for Student Affairs, 515-263-2887
- Erica Kluver, Human Resource Manager, 515-263-2816
- Adam Demers, Director of Residence Life, 515-263-2886
- Kent Schornack, Director of Counseling and Leadership, 515-263-2986
- Kenlyn Gordon, Associate Director of Counseling and Leadership, 515-263-2881

Annual Policy Notification Process

Primary Distribution and Storage Method:

- Each year on October 1*, the University electronically sends the information on illicit drugs and alcohol policies to all students (undergraduate and graduate; off-campus, study abroad, and online), faculty and staff. A copy of the email message to the entire Grand View Community for 2020 is found in Appendix D. **Deadline extended in 2020 to December 31, 2020 due to COVID-19.*
- Students, faculty and staff who enter the institution after the policy is distributed can access the policy before the next distribution at the following web-link:
<https://myview.grandview.edu/campuslife/policiesanddisclosures/miscellaneous/AnnualCampusSecurity/default.aspx>.
- The information can also be obtained throughout the year at the following web-link:
<https://myview.grandview.edu/campuslife/policiesanddisclosures/miscellaneous/AnnualCampusSecurity/default.aspx>.
 - The information on illicit drugs and alcohol policies is also a part of the Student Handbook (Appendix A) and can be obtained throughout the year at the following web-link: http://admissions.grandview.edu/userdocs/doc_stulife/stu_handbk.pdf.
- The Vice President for Student Affairs also keeps a copy of the information on illicit drugs and alcohol policies. Requests for a copy of the report can be made by calling 515-263-2885 and requesting a copy of the report.
 - By law this document must be made available to the public upon request. It must be retained for three years after the fiscal year in which it was created.

ALCOHOL AND OTHER DRUG Prevalence Rate, Incidence Rate, Needs Assessment, and Trend Data

Grand View University currently tracks prevalence rate, incidence rate, needs assessment, and trend data by information gathered from the following sources:

- Clery Crime Statistics gathered each year for arrests and disciplinary actions regarding alcohol and other drug use (p. 59).
- Annual campus climate survey given each spring semester (Appendix C).

Grand View University does not currently use CORE Alcohol, National College Health Assessment (NCHA) Survey Data or other national Drug Survey Data. This is one of the recommendations from the Biennial Review Committee to assess what other data gathering tools/surveys would be useful to benchmark alcohol and other drug use at Grand View University.

ALCOHOL AND OTHER DRUG Policy, Enforcement & Compliance Inventory & Related Outcomes/Data

Student Handbook

Policy Statement on the Drug-Free Schools and Communities (see Appendix A).

Student-Athlete Handbook – Grand View Athletic Dept. Alcohol and Drug Use Policy

Section 4–Drug, Alcohol and Tobacco Use Policy

General Statement

Grand View University prohibits the unlawful possession, use or distribution of drugs, alcohol or tobacco by student-athletes, on or off-campus. The University and Athletic Department policies are intended to enhance physical conditioning and wellness of student- athletes. The policies are intended to insure student-athletes present themselves as positive and responsible citizens in the community.

The following serve as minimum standard requirements and sanctions for Grand View student-athletes. Individual coaches may elect to establish more stringent codes of conduct and/or sanctions for individual teams. Additionally, team coaches and other campus personnel may elect to enforce more severe sanctions for a specific violation, if they deem a specific incident serious enough to warrant such action. Grand View University does not drug test student/athletes.

Education

The NAIA requires all student-athletes to complete drug education courses through play NAIA. The website for the drug education is: naia.learnpointlms.com. Each athlete will

receive an e-mail on how to login to the website. You are required to take 1 course per participation year. Failure to complete will lead to ineligibility.

The University will provide educational and informational help about drugs and their use and will require the use of counseling services and/or chemical dependency services that are available.

Sanctions

Illegal drugs: If there is strong evidence the athlete is illegally using or abusing illicit drugs, he/she will be immediately suspended from their team with possible loss of scholarship.

Alcohol: State of Iowa law says it is unlawful for any person "to sell, give or otherwise supply alcoholic liquor, wine or beer to any person knowing or having reasonable cause to believe that person to be under legal age, and a person or persons under legal age shall not individually or jointly have alcoholic liquor, wine or beer in their possession or control." The law further states "no person under the legal age shall misrepresent the person's age for the purpose of purchasing or attempting to purchase any alcoholic beverage, wine or beer from any licensee or permittee." Penalties range from simple misdemeanor to serious misdemeanor. In Iowa the legal drinking age is 21 years. Grand View student-athletes under the age of 21 years (legal age in Iowa) are not permitted to consume alcoholic beverages. Violations will lead to meetings with the student-athlete and coach with a report submitted to the Athletic Director for consideration of length of suspensions and possible loss of scholarships based on frequency of violations. Violations will also be reported to Student Life for further considerations.

For more information on Grand View's drug and alcohol policies and sanctions, please refer to the Student Use of Alcohol and Illegal Drugs Policy, available on myView, and to the Student Handbook, also available on myView.

In compliance with Iowa's Smoke-free Air Act, Grand View is a smoke-free campus. Please refer to the Smoke-Free Policy, available on myView.

Employee Assistance Program Referral Policy

The Employee Assistance Program (EAP) provides confidential counseling for all employees and their immediate families free of charge through a contracted outside agency, Principal/Magellan Health Services. These services include:

- Confidential, 24-Hour, 7-Day Telephone Access with licensed mental health professionals at 1-800-450-1327
- Referrals to local child and elder care services and resources
- Online information, webinars, podcasts and services at www.MagellanHealth.com/member.
- Referrals to local community resources if you need additional assistance

- Private Magellan Self-Screening Service
- More information on the Employee Assistance Program (EAP) can be found at this link:

<https://myview.grandview.edu/humanresources/employeeassistanceprogram/Lists/DocumentLibrary/EAP%20info%20for%20employees.pdf>

Financial Aid Drug Convictions Policy

Grand View University does not have a Financial Aid Drug Convictions Policy.

ALCOHOL AND OTHER DRUG Comprehensive Program/Intervention Inventory & Related Process and Outcomes Data

Assistance: Educational, Counseling, Rehabilitation

Grand View University recognizes substance and/or dependency as a major problem. Students and/or employees who need help are encouraged to contact Grand View University's counseling services for confidential assistance. The counseling service provides evaluation and counseling for students. In addition, students may be referred to other appropriate sources. University employees may ask the counseling service for lists of community and area evaluation and counseling services.

Grand View University also will provide administration guidance and medical assistance within the scope of the current group health policy and the Employee Assistance Program (EAP). The EAP provides free, confidential initial counseling and referral services for employees and their families.

The Student Life Office will be responsible for assessing, designing and implementing on-going educational programs to inform students regarding substance abuse, Grand View University's policy, counseling and/or rehabilitation programs and penalties for violations. Substance abuse literature will be distributed periodically and made available throughout campus.

Grand View University has taken a proactive stance on substance abuse. Resources on policy, intervention and education on/for the campus include the following:

- Health Services
- Counseling Center
- Vice President for Student Affairs
- EAP on site workshops/off campus community resources for faculty and staff
- ELCA (Evangelical Lutheran Church in America) educational resources
- Aramark Food Service-employee in service

Employee/Student Coverage

- Faculty/Staff Handbooks
- Resident Assistant In-Service Training and Handbook
- Student Handbook
- Specialty Brochures

Programmatic Functions

Alcohol Awareness Programs and Resources – Counseling Department
 Peer Counselor Programs
 Student Activities Council Programs
 Residential Experience Council Programs
 Resident Hall Programs – Residence Life Staff
 National Substance Abuse Awareness Programs
 Grand View Wellness Programming
 Stress management workshops (classes, departments)

Alcohol Programming

What is most important that we want students to know?

- **Alcohol Health & Risk Information** – Being informed of how much alcohol is in a drink, binge & health risk guide lines, optimum drinking zone should you choose to drink.
- **Relational Impact** – Understanding how alcohol impacts relating, sexual violence correlation, difficulties having meaningful relationships with non-drinking friends.
- **Meaningful Conversation** – Having healthy and honest conversation about alcohol choices and considerations for safety and respect.

How is alcohol education and thought best delivered?

- **Get Inclusive On-line Education** – Required online training for all incoming freshman & transfer students that covers educational information on the following topics:
 - Identities & Inclusion
 - Consent & Sexual Violence
 - Alcohol & Other Drugs
- **New Student Days “Unplugged” Session** – An interactive combination of education and group discussion utilizing View Crew students.
 - Alcohol Health & Risk Information
 - Introduced a Blood Alcohol Content (BAC) app to students and invited them to download it on their phone.
 - Social norming regarding students’ perception of GV student alcohol use.
 - Educated on binge drinking limits, staying in your “Green Zone” (optimum alcohol level), and safety behaviors if one chooses to drink.
 - Small group discussion and reflection on where they will fall on the drinking continuum.
 - Sexual Violence & Consent
 - Respecting Differences & Choices

** Assess increase in understanding of Alcohol risk & Consent (0-10 quick mark scale)*

- **Campus Climate Survey** – Included questions regarding personal alcohol use and the perception of use on campus.
- **Mentors in Violence Prevention** – Training provided to all Resident Assistants and Peer Counselors to be able to better understand and facilitate education to students about positive bystander behavior, alcohol education, sexual responsibility & consent, and healthy relationships. Trained students and professional provide MVP education to all requesting Core I Freshman Seminar classes.
- **Peer Education-** Alcohol, Drug, & General Mental Health Education is provided to students on an ongoing basis through Peer Counselors, Resident Assistant floor programming, and counseling resources and service delivery.
- **Healthy Awareness Months**
 - MVP Month – September
 - Week 1 – Advertise MVP Month & Activities.
 - Week 2 – Bystander Intervention Encouragement (A community that cares), following behavior...Why?
 - Week 3 – Sexual Violence and Alcohol Correlation – How alcohol/substances effect the ability to give and get consent.
 - Week 4 – Social Norming Alcohol Survey, Green Zone – BAC cards, financial cost of drinking.
 - List of student generated activities to do in the community that do not involved drinking. Social norming on building meaningful relationships outside of partying.
 - Month Long – MVP trainings in Core I, RA floor activities – MVP trainings include discussion/education on how alcohol is correlated to sexual assault – getting consent, inability to get clear consent when drinking.
- **Mental Health Month** – March
 - Substance use tie to increases in depression & anxiety, alcohol and social anxiety.
 - Month Long – RA floor activities.
- **Other Campus Programming**
 - Provided Residence Life staff with community resources for substance abuse assessments.

Referrals

Grand View University is committed to maintaining a drug-free atmosphere for our students and is concerned about students who may have alcohol or drug abuse problems. Grand View University encourages such students to receive immediate care. The following organizations can help you if you have a concern about your own or someone else's alcohol or drug use.

Alcohol Abuse Access	24-Hour Helpline & Treatment	1-800-374-2800
Cocaine Anonymous	1-800-262-2463 (24 hours)	
Student Life Office	(515) 263-2885	

Other Resources

For additional information please link to the Department of Justice site on drugs of abuse and their effects at <http://www.justice.gov/dea/concern/concern.htm>.

ALCOHOL AND OTHER DRUG Comprehensive Program Goals and Objectives for Biennium Period Being Reviewed

Goals from the previous review:

1. Continue to incorporate alcohol and other drugs education into already established programs/educational events to ensure consistent and frequent education as well as account for budget restrictions.
2. Continue to establish clear goals to ensure accountability and understanding campus wide.
3. Discuss with Core Seminar I leadership and instructors the possibility of implementing a curriculum of relevant and important educational topics regarding alcohol and other drugs education.
4. Continue to grow the programming done by the Peer Counseling leadership team incorporating alcohol education within all awareness months for consistent education year-long.
5. Incorporate educational topics regarding alcohol and other drugs education into the Caring Community initiative.
6. Allocate specific resources for alcohol and other drug programming.
7. Continue to formalize a standard method of assessing program effectiveness.
8. Continue to increase on campus, weekend events for students to encourage options for students that choose not to engage in substance use.
9. Provision of AA and possibly NA services beginning the coming year through Luther Memorial Church which is located on Grand View's campus.

ALCOHOL AND OTHER DRUG Goal Achievement and Objective Achievement

Upon review of the goals from the previous review good progress has been made on goals 1, 2, 4, 5, and 8 and some progress has been made on the goal 7. Goals 3 and 6 have had limited to no success because of curriculum decisions for Core Seminar I and budget reductions since the last review in 2018. There is evidence that clear objectives for what we want Grand View students to know about alcohol and other drug use have been advance further in the last two years.

Progress continues to be made in how these objectives and activities are assessed (Campus Climate survey is now offered in the spring of each year and more assessments for current programming and activities have been developed – especially in Residence Life programming). The Review Committee continues to see this as an area of continued growth and focus over the next two year to develop an even stronger baseline of data to measure success in regards to how

Grand View students are using alcohol and other drugs. The data from the campus crime statistics and the Campus Climate survey do not indicate progress in how Grand View students are using alcohol and other drugs, which continues to be a concern.

Time and resources are still the main reason identified for not establishing a better data baseline even though the Review Committee felt like the activities and programming on campus were of good quality and well executed.

ALCOHOL AND OTHER DRUG SWOT/C ANALYSIS

- Strengths:
 - Alcohol and other drug policies well written, maintained and enforced.
 - Alcohol and other drug educational programming and activities.
 - Athletic Department commitment to policy enforcement.
 - Faculty/Staff Employee Assistance Program.
- Weaknesses
 - Assessment structure and process.
 - Resources for other assessment tools and staffing to do the assessments.
 - Activity/programming in Core Seminar I.
- Opportunities
 - Entire campus support for continuous improvement regarding alcohol and other drug education, enforcement, and culture.
 - Increased programming in the residence halls.
- Threats/challenges
 - Time to implement assessments and gather data.
 - Limited budgets to purchase other assessment tools.

RECOMMENDATIONS FOR NEXT BIENNIUM

- Continue to incorporate alcohol and other drugs education into already established programs/educational events to ensure consistent and frequent education as well as account for budget restrictions.
- Prioritize and develop a consistent method of gathering quantitative measurement of programming.
- Continue to establish clear goals to ensure accountability and understanding campus wide.
- Continue to establish a core curriculum of relevant and important educational topics so there is annual consistency in topics being covered.
- Continue to implement a core curriculum of relevant and important educational topics in campus wide programming and see if there are new entry points in Core Seminar I and other courses with authentic connections to alcohol and other drugs education that have developed over the last two years.

GOALS AND OBJECTIVES FOR THE NEXT BIENNIUM

- Continue to incorporate alcohol and other drugs education into already established programs/educational events to ensure consistent and frequent education as well as account for budget restrictions.
- Prioritize and develop a consistent method of gathering quantitative measurement of programming.
- Renew discussion with Core Seminar I leadership and instructors, as well as with the Student Success Program Manager, to revisit the possibility of implementing a curriculum of relevant and important educational topics regarding alcohol and other drugs education in the classroom and/or advising relationships.
- Continue to grow the programming done by the Peer Counseling leadership team incorporating alcohol education within all awareness months for consistent education year-long.
- Continue to incorporate educational topics regarding alcohol and other drugs education into the Caring Community initiative.
- Allocate specific resources for alcohol and other drug programming.
- Continue to formalize a standard method of assessing program effectiveness.

CONCLUSION

Overall progress on the identified objectives and goals has been good, but there is still room for improvement, especially in the area of assessment. Grand View University recognizes the need to improve the assessment process of all educational activities and interventions taking place on campus. This will continue to be a point of emphasis during the next two years. The Review Committee continues to see this as an area of continued growth and focus to develop an even stronger baseline of data to measure success in regards to how Grand View students are using alcohol and other drugs.

The current data included in this review does not give conclusive evidence of improvement in how students are using alcohol and other drugs at Grand View despite the increase in educational programming and activities offered. Better assessment practices will help Grand View University determine if the interventions and programming offered are making an impact.

Time and resources continue to be the two main obstacles preventing Grand View from accomplishing the goals and objectives that have been set. Intentional planning and discussions will take place to see if these obstacles can be eliminated.

Other highlights from this review:

- The Peer Counselor leadership group has continued to develop and taken a key role in educating students on campus the last two years. The “Caring Community” has been established to help students understand how they play a role in creating an environment that feels safe, welcoming, and respectful to all people. This initiative is particularly true when it comes to concerns of sexual assault - forcing or pressuring someone into unwanted sexual activity and how alcohol and drug use plays a role in that behavior. The aim is to help the Grand View community understand that we all have a role in preventing sexual violence. We can all learn behaviors to use every day that work to prevent harmful actions.

APPENDIX A

Policy Statement on the Drug-Free Schools and Communities Amendment

Grand View University has a strong commitment to provide a safe living/learning/working environment for students, staff and faculty; and to establish and evaluate programs promoting high standards of health and safety. Grand View University has an obligation to identify, and to the extent possible, control or advocate control of environmental factors that influence the health and safety of members of the academic community.

The Drug-Free Schools and Communities Act Amendment of 1989 requires each institution of higher education that receives any form of financial assistance (including student loans), to certify to the Secretary of the Department of Education that it has adopted and implemented programs to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees.

Grand View University emphasizes the role of the University in a proactive prevention of substance abuse, care and counseling provisions for individuals with substance abuse problems, enforcement of University regulations and review and evaluation on the effectiveness of programmatic efforts.

Standards of Conduct

Grand View University recognizes that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on any University property, at any University sponsored event/activity, or while the student and/or employee is on duty, on official University business or representing Grand View University in any capacity.

The general statement on Grand View University conduct policies and more specific provisions included in the Student/Employee Handbooks provide for disciplinary action.

Alcohol and Illegal Drug Policy

Alcohol Policy

As a learning community, Grand View University strives to provide an educational environment that actively promotes the intellectual, emotional, spiritual and physical development of all its members. Such an environment affirms both the rights of the individuals and the needs of the larger community to which they belong. Therefore, Grand View University policies regarding the use and consumption of alcoholic beverages by students and student groups are derived from the following general premises:

- Grand View University expects persons to take responsibility for their actions and for the environment of which they are a part.

- Grand View University will provide an environment that supports those who choose not to drink as well as those of legal age who choose to drink sensibly and responsibly.
- Grand View University does not consider drinking in excess to be responsible.
- Grand View University will discourage the misuse of alcohol by any member of its community through educational awareness programs and appropriate regulations.
- Grand View University will offer assistance to any member having problems related to alcohol through counseling services or other community resources. Grand View University encourages students who are concerned about their own drinking, or someone else's, to seek help.
- Grand View University will comply with federal, state and local laws, and expect all members of its community to do likewise.

General Policies:

1. Alcoholic beverages may be possessed, purchased and/or consumed only by persons of legal drinking age, and only in areas designated by Grand View University.
2. No person may procure, sell, dispense or give alcoholic beverages for or to an underage person.
3. Intoxication and/or alcohol abuse shall not be tolerated and will not be accepted as an excuse for unlawful behavior or misconduct.
4. Alcoholic beverages will be permitted at approved campus events in accordance with the guidelines established by Grand View University.
5. Alcoholic beverages of any kind are strictly prohibited at Grand View University athletic events, in University-owned or leased vehicles and in classrooms.
6. Alcoholic beverages are never to be used as a reward for achievement or given as a prize or an award.

Sanctions:

Violations of this policy may result in individual or group sanctions. If a student displays conduct on campus or at a Grand View University-recognized event which results in criminal prosecution, Grand View University may sanction the student according to University discipline procedures regardless of the action taken by government authorities. Grand View University reserves the right to involve civil authorities at any time they deem appropriate.

When use of alcohol is irresponsible or illegal, Grand View University must take educational disciplinary action. The following is an outline of individual sanctions. Sanctions will not necessarily be limited to those listed, specifically in the case of

additional violation of University policy. An alcohol assessment may be required at any time an appropriate University officer has reason to suspect that a student may have a problem with alcohol or other chemicals. Sanctions are successive over a student's academic career.

The State of Iowa restricts the consumption and possession of alcoholic beverages to individuals 21 years of age or older. A resident of the L Apartments, Hull Apartments or a registered of-age room in upper class housing in Nielsen or Knudsen Hall (registered rooms must be registered and fully approved by the Residence Life Department prior to any alcohol entering the room) may lose the right to stay in these facilities if found in violation and may be removed from residential living or moved to a different location on campus. The use of alcoholic beverages is not to infringe upon the freedom and rights of roommates, residents in neighboring rooms and other students. A student causing damage while under the influence of alcohol will be charged for repairs.

Wet Facility Guidelines:

- Consumption of alcoholic beverages by those of legal age may take place only within residents' rooms in the L Apartments, Hull Apartments, and registered rooms in Nielsen or Knudsen Hall (registered rooms must be registered and fully approved by the Residence Life Department prior to any alcohol entering the room). The consumption of alcoholic beverages in the lounges, hallways or other common areas of the L Apartments, Hull Apartments and Nielsen or Knudsen Hall is prohibited.
- In the "wet" facilities, only one open alcoholic container per legal resident can be in a residential unit. If this policy is not followed, the present tenants of the room are in direct violation of the Grand View University alcohol policy. Guest of the room may also be violation of the Grand View University alcohol policy
- If any minor is found to be consuming alcohol in the "wet" facilities, any present tenants of the apartment where the violation occurred will also be found in violation of the Grand View University alcohol policy.

Dry Facility Guidelines:

- Knudsen Hall, Nielsen Hall (other than registered upper-class rooms), Langrock Suites, and Hull Suites are "dry" residential facilities, therefore no alcoholic beverages are allowed in those buildings. Students of legal drinking age are in direct violation of Grand View University's alcohol policy if they have alcohol in "dry facilities."

Guilty by Association:

- If a student is in direct contact of others directly violating the alcohol policy, that student is also in violation.
- For example, you should not be in a room in a dry facility while others are drinking whether you are drinking or not, or you shouldn't be walking with a student who has

an open container in the public areas whether you are carrying an alcoholic container or not.

Items or Activities not Permitted on Campus:

- Alcohol is not permitted in any Grand View University building or on any Grand View University grounds that is not deemed “wet” in the above paragraph.
- Persons of legal age may not sell or give alcoholic beverages to persons who are not legal age.
- Kegs are not allowed on campus.
- Drinking games that do not allow individuals to control the amount of alcohol they consume are strictly prohibited. For instance: any game where a participant is obligated to drink based on the outcome of the game is a violation of this policy.
- Amounts of alcohol in excess of personal use will be called into question.
- Alcohol signage and displays visible by the public. In dry facilities, empty alcohol bottles may not be used as part of a display or décor in the room.

Host and Guest Guidelines:

- All Grand View residential spaces may not host more than 25 people in a room at any given time. Any room found violating this policy will require a majority of the guest to leave the room and the host will receive sanctions.
- Students are responsible for their own and their guests’ behavior at all times.
- Guests who are found in violation of the alcohol policy will be the responsibility of the host student. If the guest is not claimed by a resident, the proper authorities outside of Grand View University will be contacted to deal with the issue when deemed necessary.
- Grand View University commuter students visiting the residence halls must also have a host. Both the host and the commuter student are sanctioned when violations occur.

Illegal Drug Policy

Grand View University accepts the definition of illegal drugs established by the State of Iowa. These definitions can be found online at www.state.ia.us/ibpe/pdf/IC126.pdf

1. Grand View University recognizes its responsibility to maintain and support civil laws and therefore will cooperate fully with the law enforcement agencies by providing information and assisting in the prosecution of illegal use, possession, distribution and sale of illegal drugs.
2. The distribution or sale of any illegal drug by any person connected with Grand View University will result in immediate separation from Grand View University and full report to civil authorities.

Sanctions:

Students found responsible for violation of this policy may receive sanctions including but not limited to: educational reports, service hours, monetary fines, required meeting with university staff, disciplinary censure, disciplinary probation, housing removal, suspension, & expulsion.

Health Risks and Resource Information

This information is being published in accordance with the Drug-Free Schools and Communities Act Amendments of 1989. Its purpose is to serve as a reminder of the health risks associated with drug and alcohol abuse; and of University policies related to the illegal possession and/or use or distribution of drugs or alcohol. Substance abuse creates a plethora of negativistic reactions in the physical, social and spiritual lives of the person involved. Impairment of physical coordination, mental alertness, immune system and organ damage, anti-social behavior, low self-esteem, chronic illness, excess absenteeism, DWI/abuse-related arrests, impaired learning, transmission of disease sexually, campus violence and date/acquaintance rape are a few of the dangers.

Specific Drugs and Their Effects**Alcohol**

Health hazards associated with excessive use of alcohol or with alcohol dependency include dramatic behavioral changes, retardation of motor skills, birth defects or reproductive complications and impairment of reasoning and rational thinking. These factors result in higher incidence of accidental death for users than for nonusers of alcohol. Nutrition also suffers and vitamin and mineral deficiencies are frequent. Prolonged alcohol abuse may cause bleeding from the intestinal tract, damage to nerves and the brain, psychotic behavior, loss of memory and coordination, damage to the liver often resulting in cirrhosis, impotence, severe inflammation of the pancreas and damage to the bone marrow, heart, testes, ovaries and muscles. Damage to the nerves and organs are usually irreversible. Cancer is the second leading cause of death in alcoholics and is ten times more frequent than in non-alcoholics. Sudden withdrawal of alcohol from dependent individuals will cause serious physical withdrawal symptoms. Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely. Moderate to high doses cause impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. Repeated use of alcohol can lead to dependence.

Drugs

The use of illicit drugs usually causes the same general types of physiological and mental changes as alcohol, though frequently these changes are more severe and sudden. Death or coma resulting from overdose of drugs is more frequent than alcohol, but unlike alcohol, abstinence can lead to reversal of most physical problems associated with drug use.

Anabolic Steroids

Anabolic steroids are a group of powerful compounds closely related to the male sex hormone testosterone. Steroid users subject themselves to side effects ranging in severity from liver cancer to acne, and including psychological as well as physical reactions. In males, use can result in sterility and impotence. In females, irreversible masculine traits can develop along with breast reduction and sterility. While some effects appear quickly, others, such as heart attacks and strokes, may not show up for years.

Cannabis (Marijuana, THC, Hash)

All forms of cannabis have negative physical and mental effects. Regularly observed physical effects include substantial increase in the heart rate, bloodshot eyes, a dry mouth and throat and increased appetite. Use may impair or reduce short-term memory and comprehension, alter sense of time and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Marijuana can also produce paranoia and psychosis. Long-term users may develop a psychological dependence. Marijuana is usually ingested by smoking.

Cocaine (Crack)

Cocaine is a stimulant that is most commonly inhaled as a powder. Users progress from infrequent use to dependency within a few weeks or months. Immediate effects include dilated pupils and elevated blood pressure, heart rate, respiratory rate and body temperature. Psychological and behavioral changes resulting from use include over-stimulation, hallucinations, irritability, sexual dysfunction, psychotic behavior, social isolation and memory problems. An overdose produces convulsions and delirium and may result in death from cardiac arrest. Discontinuing the use of cocaine requires considerable assistance, close supervision and treatment. "Crack" is a refined cocaine derivative, which is highly addictive and particularly dangerous, sometimes proving fatal even to occasional users.

Depressants (Barbiturates, Methaqualone, Tranquilizers)

The effects of depressants are similar to the effects of alcohol. Small amounts can produce calmness and relaxed muscles, but larger doses can result in slurred speech, altered perception, respiratory depression, coma and even death. The combination of depressants and alcohol can multiply the effects of the drugs. Use can cause both physical and psychological dependence.

Designer Drugs

Illegal drugs are defined in terms of their chemical formulas. Underground chemists modify the molecular structure of certain illegal drugs to produce analogs known as designer drugs. These drugs can be several hundred times stronger than the drugs they are designed to imitate. Many of them are related to amphetamines and have mild stimulant properties but are mostly euphorants. They can produce severe neurochemical damage to the brain. The narcotic analogs can cause uncontrollable tremors, drooling, impaired speech, paralysis and irreversible brain damage.

Hallucinogens (PCP, LSD)

These include LSD, mescaline, peyote and phencyclidine (PCP or angel dust). Hallucinogens interrupt the functions of the section of the brain that controls the intellect and keeps instincts in check. The drug blocks pain receptors and violent PCP episodes may result in self-inflicted injuries. Effects vary, but users report a sense of distance and estrangement. Muscular coordination worsens and senses are dulled. Large doses may result in convulsions and coma, as

well as heart and lung failure. Users who discontinue use experience “flashbacks” consisting of distortions of virtually any sensation. Withdrawal may require psychiatric treatment for the accompanying persistent psychotic states. Suicide is not uncommon.

Inhalants

The immediate negative effects of inhalants include nausea, sneezing, coughing, nosebleeds, fatigue, lack of coordination and loss of appetite. Deeply inhaling the vapors, or using large amounts in a short period of time, may result in disorientation, violent behavior, unconsciousness or death. Repeated sniffing can permanently damage the nervous system.

Intravenous Drug Use

In addition to adverse effects associated with the use of a specific drug, intravenous drug users can develop AIDS, hepatitis, tetanus, (lockjaw) and infections in the heart. Permanent brain damage also may be a result.

Narcotics (Heroin, Methadone, Codeine, Morphine, Opium)

Narcotics initially produce a feeling of euphoria that often is followed by drowsiness, nausea and vomiting. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma and possible death. Tolerance to narcotics develops rapidly and dependence is likely.

Other Stimulants (Amphetamines, Methamphetamines)

Stimulants can cause increased heart and respiratory rates, elevated blood pressure, dilated pupils and decreased appetite. Users also may experience sweating, headaches, blurred vision, dizziness, sleeplessness and anxiety. Extremely high doses can cause a rapid or irregular heartbeat, tremors, loss of coordination and even physical collapse. An injection creates a sudden increase in blood pressure that can result in stroke, very high fever or heart failure. Users report feeling restless, anxious and moody. Using large amounts over a long period of time can result in hallucinations, delusions and paranoia.

Solvent Inhalants (Glue, lacquers, Plastic Cement, White Out)

Fumes from these substances cause problems similar to alcohol. However, incidents of hallucinations and permanent brain damage are more frequent.

Referrals

Grand View University is committed to maintaining a drug-free atmosphere for our students and is concerned about students who may have alcohol or drug abuse problems. Grand View University encourages such students to receive immediate care. The following organizations can help you if you have a concern about your own or someone else’s alcohol or drug use.

Alcohol Abuse Access	24-Hour Helpline & Treatment	1-800-374-2800
Cocaine Anonymous	1-800-262-2463 (24 hours)	
Student Life Office	(515) 263-2885	

Other Resources

For additional information please link to the Department of Justice site on drugs of abuse and their effects at <http://www.justice.gov/dea/concern/concern.htm>.

Assistance: Educational, Counseling, Rehabilitation

Grand View University recognizes substance and/or dependency as a major problem. Students and/or employees who are in need of help are encouraged to contact Grand View University's counseling services for confidential assistance. The counseling service provides evaluation and counseling for students. In addition, students may be referred to other appropriate sources. University employees may ask the counseling service for lists of community and area evaluation and counseling services.

Grand View University also will provide administration guidance and medical assistance within the scope of the current group health policy and the Employee Assistance Program (EAP). The EAP provides free, confidential initial counseling and referral services for employees and their families.

The Student Life Office will be responsible for assessing, designing and implementing on-going educational programs to inform students regarding substance abuse, Grand View University's policy, counseling and/or rehabilitation programs and penalties for violations. Substance abuse literature will be distributed periodically and made available throughout campus.

Grand View University has taken a proactive stance on substance abuse. Resources on policy, intervention and education on/for the campus include the following:

- Health Services
- Counseling Center
- Vice President for Student Affairs
- EAP on site workshops/off campus community resources for faculty and staff
- ELCA (Evangelical Lutheran Church in America) educational resources
- Aramark Food Service-employee in service

Employee/Student Coverage

- Faculty/Staff Handbooks
- Resident Assistant In-Service Training and Handbook
- Student Handbook
- Specialty Brochures

Programmatic Functions

- Alcohol Awareness Programs and Resources – Counseling Department
- Viking Council Programs
- Student Activities Council Programs
- Residence Hall Association Programs
- Resident Hall Programs – Residence Life Staff
- National Substance Abuse Awareness Programs
- Grand View Wellness Programming
- Stress management workshops (classes, departments)

Sanctions

Compliance with standards of conduct is a condition of employment and enrollment at Grand View University. Violations of these rules will result in disciplinary action up to and including dismissal from employment and/or enrollment at Grand View University. Any employee or student who is convicted under a criminal statute for violation of the standards of conduct at Grand View University must report that conviction to Human Resources and/or Student Life Office. This must be done within five (5) business days after conviction. The appropriate office will in turn notify a participating granting agency within ten (10) days of notification.

Convicted employees and/or students may be required to participate satisfactorily in an approved substance abuse assistance or rehabilitation program prior to reinstatement or as a condition of continuing employment/enrollment.

Zero Tolerance

If you are under 21 years of age, you will lose all driving privileges for up to 60 days if you are caught driving with a blood alcohol content greater than .02 (.02 can result from one beer/drink or less). Subsequent violations will result in license revocation for a minimum of 90 days with no school or working driving permit. If you refuse to take a BAC test, you will lose your license for up to one year (for the .02 offender).

If you are under 21 years of age and you are caught driving with a blood alcohol content greater than .08 or more, you will face a misdemeanor charge. Penalties may include: up to 48 hours in jail, a fine of \$1,250, and a license suspension for 180 days.

State and Federal Penalties

Offense	Iowa Law Penalties/Sanctions
Providing liquor, wine, or beer to person under 21	<p><u>First offense</u>: simple or serious misdemeanor</p> <p><u>Second offense</u>: serious misdemeanor and \$500 fine</p> <p><u>Subsequent offenses</u>: aggravated misdemeanor and \$500 fine</p>
Providing liquor, wine, or beer to an intoxicated person	Imprisonment not to exceed 30 days or fine not to exceed \$100
Manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance or	<u>Substance other than marijuana</u> : imprisonment for periods of 10, 25, or 50 years and/or fines

counterfeit or simulated substance	ranging from \$1,000 – \$1,000,000 (depending on nature of substance and amount)
Possession of controlled substance	<p><u>Substance other than marijuana</u>: imprisonment not to exceed 1 year and/or fine not to exceed \$1,875</p> <p><u>Marijuana</u>: imprisonment not to exceed 6 months and/or fine not to exceed \$1,000</p> <p>Suspended sentences may include probation and required participation in a drug treatment program</p>
Distribution of controlled substance to person under 18	<p><u>Substance other than marijuana</u>: imprisonment for periods of 10, 25, 50, or 99 years and/or fines ranging from \$1,000 – \$1,000,000 (depending on nature of substance, amount, and age of parties involved)</p> <p><u>Marijuana</u>: imprisonment not to exceed 5 years and/or fine not to exceed \$7,500</p>
Sponsoring, promoting or assisting with a gathering with knowledge that controlled substance will be distributed, used, or possessed	<p>Controlled substance other than marijuana: imprisonment not to exceed 5 years and/or fine not to exceed \$7,500</p> <p><u>Marijuana</u>: imprisonment not to exceed 1 year and/or fine not to exceed \$1,000</p>
Manufacture, delivery or possession with intent to	Depending on ages of the participants, imprisonment not to exceed 2 or 5 years and/or fines not to exceed \$5,000 or \$7,500

manufacture or deliver an
imitation controlled substance

Second of subsequent offenses of most of the above-referenced offenses may be punished by imprisonment for a period up to three times the term otherwise authorized and/or a fine up to three times the amount otherwise authorized.

Local Penalties

Violations of local ordinances dealing with alcohol consumption, such as public intoxication and similar offenses, generally are punishable by fine not to exceed \$100 or imprisonment not to exceed 30 days.

Federal Law

Offense

Penalties and Sanctions

Manufacture, distribution, or
dispensing drugs including
marijuana

Imprisonment not to exceed 1 year and a
minimum fine of \$1,000

Imprisonment without release, no parole
and possible fine

Possession of drugs including
marijuana

Civil penalty not to exceed \$10,000; denial
of benefits, i.e. student loans, grants,
license up to 1-5 years for repeat

Operation of a common carrier
under the influence of alcohol
or drug

Imprisonment for up to 15 years and a fine
not to exceed \$250,000

Grand View University Penalties

Category

Fine

Alcohol possession/consumption in violation of state law

or campus time/place/manner restrictions

\$ 50.00

Kegs and other large alcohol quantities

\$150.00

Cannabis possession/use

\$100.00

Other controlled substance possession/use

\$100.00

Cannabis delivery or possession with intent to deliver	\$100.00/expulsion
Controlled substance delivery or possession with intent to deliver	\$100.00/expulsion

Repeat offenses (*i.e.*, same violation within 12 months of prior incident) will result in a doubling of a fine from the previous amount. Example: A student is found in violation of alcohol possession on 8/29/09 and fined \$ 50.00. A repeat offense on February 3, 2010 would result in a fine of \$100.00.

Other sanctions may be imposed instead of or in addition to those specified above, including, but not limited to, the following: residential service; educational or research projects; mandated counseling or therapy; relocation to another University living area; trespass from specified University premises; loss of specified University privileges; fines for alcohol or controlled substance policy violations; or loss of institutional financial aid. The imposition of such sanctions must be related to the nature of the violation.

Drug-Free Workplace Policy (Employees)

Grand View University has a strong commitment to provide a safe living/learning/working environment for students, staff, and faculty; and to establish and evaluate programs promoting high standards of health and safety.

Grand View University has an obligation to identify, and to the extent possible, control or advocate control of environmental factors that influence the health and safety of members of the academic community.

Grand View University emphasizes the role of the University in proactive prevention of substance abuse, care and counseling provisions for individuals with substance abuse problems, enforcement of University regulations, and review and evaluation on the effectiveness of programmatic efforts. The guidelines are in compliance with the Federal Drug Free Workplace Act (1988) and the Drug Free Schools and Communities Act (1989).

Grand View University Standards of Conduct

Grand View University recognizes that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited on any University property, at any University sponsored event/activity, or while the student and/or employee is on duty on official University business, or representing Grand View University in any capacity.

Specifics regarding alcohol substance abuse are addressed in the Student Handbook and the Residence Hall Handbook. The following have been adopted regarding alcohol consumption/usage.

A. Illicit use of alcohol by person underage is not acceptable.

- B. Abstinence as an option, is supported.
- C. Legal use of alcohol, in moderation, is accepted; drinking of alcoholic beverages is not encouraged.
- D. Excessive use/abuse of alcohol is not tolerated.
- E. Stricter regulations may apply as appropriate to specific settings/tasks.

Health Risks

Substance Abuse use creates a plethora of negativistic reactions in the physical, mental, social, and spiritual lives of the person involved. Impairment of physical coordination, mental alertness, immune system and organ damage, anti-social behavior, low self-esteem, chronic illness, excess absenteeism, DWI/abuse related arrests, impaired learning, transmission of disease sexually, campus violence, and date/acquaintance rape are a few of the dangers. Prolonged usage can result in mortality.

Legal Sanctions

Iowa law prohibits the manufacturing, delivering, possession with intent to manufacture or deliver, or possession of controlled substance, i.e. illegal drugs. Federal law contains further prohibitions against the manufacture of possession with the intent to distribute, or distribution of controlled substances, including narcotic drugs, marijuana, depressant or stimulant substances.

Iowa law prohibits the use, purchase, and possession of alcoholic beverages by persons under the age of 21. Detailed summaries of applicable local, state, and federal sanctions are on file in the offices of Student Services, Health Services, and Human Resources Department.

Grand View University Sanctions

Compliance with the previously mentioned standards of conduct is a condition of employment and enrollment at the University. Violations of these rules will result in disciplinary action up to and including dismissal from employment and/or enrollment at the University. Any employee or student who is convicted under a criminal drug statute for violation of the standards of conduct at the University must report that conviction to the Human Resources Department and/or Student Services. This must be done within five days after conviction. The appropriate office will in turn notify a participating granting agency within ten days after notification. Convicted employees and/or students may be required to participate satisfactorily in an approved substance abuse assistance or rehabilitation program prior to reinstatement, or as a condition of continuing employment/enrollment.

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APPENDIX B

Policies on Sexual and Relationship Misconduct

1. Introduction

Grand View University affirms its recognition that sexual harassment, sexual violence, sexual assault, intimate partner violence, relationship abuse, domestic violence, dating violence, stalking, and retaliation are in violation of Grand View University's mission, as well as University policies and procedures. All claims of any such misconduct will be investigated and, where necessary, reported to the appropriate authorities following the University's confidentially policy (outlined in Section 6).

Grand View University's sexual and relationship misconduct policy applies to all, regardless of sexual orientation or gender identity. All students within the Grand View University community are obligated to review and abide by their responsibilities under this policy.

Grand View University does not unlawfully discriminate on the basis of age, race, religion, creed, color, sex, sexual orientation, national origin, ancestry or disability in admission or access to, or treatment of employment in, its programs and activities, services or practices, including those individuals impacted by sexual and relationship misconduct.

Any person having inquiries concerning the University's compliance with the regulations implementing Title VI, Title IX, and Section 504 of the Rehabilitation Act of 1973 and the Americans with Disability Act is directed to contact Grand View University's Title IX Coordinators:

- Student Issues: Dr. Jay Prescott, V.P. for Student Affairs
 - Office Address: Student Life and Student Success Center
 - Telephone Number: 515-263-2885
 - Email: jprescott@grandview.edu

Grand View University's Title IX Coordinators have primary responsibility for managing the day-to-day responsibilities associated with the University's Title IX compliance obligations. The Title IX Coordinators work to ensure that students are aware of their options and resources with respect to reporting and filing complaints alleging sexual and relationship misconduct. The Title IX Coordinators are responsible for collecting the relevant facts related to any reported Title IX incident and assessing whether a further review or investigation is necessary in order to ensure the safety of the impacted student and the community. As a neutral party, the Title IX Coordinator will coordinate and delegate the investigation of alleged discrimination as necessary. Christopher Lee, V.P. for Administration and Finance, has ultimate oversight responsibility of the University's Title IX compliance obligations.

The Title IX Coordinator has ultimate responsibility for compliance with Title IX of the Education Amendments of the 1972 Civil Rights Act and the Violence Against Women Act

Reauthorization of 2012 (VAWA). Any person also may contact the Department of Education, regarding the University's compliance with regulations implementing Title VI, Title IX, and Section 504 of the Rehabilitation Act of 1973 and the Americans with Disability Act.

2. Responsibilities

Grand View University is committed to educating the Grand View University community about sexual and relationship misconduct, and will cooperate fully with law enforcement officials whenever a reporting party chooses to involve them. Students who are reporting a criminal incident to Grand View University also have the option to file a report with the local police, who will conduct their own investigation. Grand View University maintains a highly professional working relationship with the Des Moines Police Department. Grand View University partners with Mid-Iowa Sexual Assault Response Team (SART) to provide advocacy and support services to individuals who have experienced sexual and relationship misconduct. Mid-Iowa SART is an innovative, multidisciplinary team created for the purpose of providing quality, compassionate, consistent and on-going care to impacted individuals. All area law enforcement agencies and the Polk County Attorney's Office are SART team members contributing to the goal of restored physical, emotional, mental, and spiritual health of those they assist.

Anyone who has experienced or witnessed an incident of sexual and relationship misconduct, is strongly encouraged to immediately report it to Grand View University Campus Security (263-6000) and the Des Moines Police Department (911). Prompt reporting will assure timely warning notices on campus and timely disclosure of crime statistics.

Grand View University will conduct its own process for all reported acts of sexual and relationship misconduct involving Grand View University students. Grand View University will support students who report any of these acts and will hold accountable any student found to be responsible for them. The University takes seriously its responsibilities to inform members of the University community when a report of sexual and relationship misconduct leads to the determination that members of the community may be a risk for a subsequent incident.

Grand View University will process all complaints of sexual violence, regardless of where the conduct occurred, to determine whether the conduct occurred in the context of an education program or activity or had continuing effects on campus or in an off-campus education program or activity.

3. Prohibited Conduct

Grand View University defines Sexual and Relationship Misconduct to include sexual harassment, gender-based harassment, sexual violence, sexual assault, intimate partner violence, relationship abuse, domestic violence, dating violence, stalking, and retaliation. Each term is below with detailed definitions.

A. Harassment on the Basis of Sex or Gender

- 1.** Sexual harassment is *unwelcome conduct* of a sexual nature, including but not limited to unwelcome sexual advances; requests for sexual favors; unwelcomed

sexual joking / teasing, or other verbal or nonverbal conduct of a sexual nature, including *non-consensual sex acts*, *non-consensual sexual touching*, and *sexual exploitation*. In addition, depending on the facts, dating violence, domestic violence, and stalking may also be forms of sexual harassment.

2. Gender-based harassment is *unwelcome conduct* of a nonsexual nature based on an individual's actual or perceived sex, including conduct based on gender identity, gender expression, and nonconformity with gender stereotypes.
3. Conduct is considered unwelcome if the victim did not request or invite it and considered the conduct to be undesirable or offensive. Unwelcome conduct can involve persons of the same or opposite sex.
4. Harassing conduct is verbal, written, or physical conduct that has the purpose or effect of unreasonably interfering with an individual's work or academic performance, or creates an intimidating, hostile, or offensive working or educational environment. Examples of harassing conduct may include various types of unwelcome behavior, such as unwelcome: touching, sexually explicit offensive jokes, sexually degrading graphic, verbal or written comments or questions of a sexual nature; sexual innuendo, sexual threats, obscene gestures; inappropriate humor and jokes about gender specific traits or sexual orientation; sexual propositions; telephone calls that are repetitious, annoying, disturbing and/or threatening; sexually suggestive or insulting sounds and actions, including, whistling, leering, and obscene gestures.
5. Quid pro quo sexual harassment exists when there are:
 - a. Unwelcome sexual advance, request for sexual favors or other verbal or physical conduct of a sexual nature; and
 - b. Submission to or rejection of such conduct results in adverse educational or employment action.
6. A Hostile Environment exists when Sex-Based Harassment is sufficiently severe or pervasive/persistent and patently offensive so that it alters the conditions of education or employment, from both a subjective (the reporting party) and an objective (reasonable person's) viewpoint. The determination of whether an environment is "hostile" must be based on all of the circumstances. These circumstances could include:
 - a. the frequency of the conduct;
 - b. the nature and severity of the conduct;
 - c. the identity and relationships of persons involved;
 - d. the location of the conduct and the context in which it occurred;
 - e. whether the conduct was physically threatening;
 - f. whether the conduct was humiliating;
 - g. the effect of the conduct on the alleged victim's mental or emotional state;
 - h. whether the conduct was directed at more than one person;

- i. whether the conduct arose in the context of other discriminatory conduct;
- j. whether the conduct unreasonably interfered with the reporting parties educational or work performance;
- k. whether the statement is a mere utterance of an epithet which engenders offense in an employee or student, or offends by mere discourtesy or rudeness;
- l. whether the speech or conduct deserves the protections of academic freedom.

The more severe the sex-based harassment, the less need there is to show a repetitive series of incidents to find a hostile environment. Indeed, a single instance of sexual assault may be sufficient to create a hostile environment. Likewise, a series of incidents may be sufficient even if the sex-based harassment is not particularly severe.

Sex or gender-based actions which are offensive or inappropriate, but do not rise to the level of creating a hostile environment, can still be reported and, where appropriate, Grand View University will take remedial steps intended to end or prevent such actions in the future.

B. Sexual Assault

Sexual assault is any sexual act done by force or against the will of another. Examples of sexual assault under this policy include, but are not limited to the following behaviors:

- Penetration of an Orifice – 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 consent.
- Fondling – the deliberate touching, however slight, of the intimate body parts of another person for sexual gratification or using force to cause a person to touch their own or another person’s intimate parts without consent.
 - Intimate body parts include, but are not limited to: genitalia, groin, breast, buttocks, or clothing covering any of those areas
- Ejaculation onto Another Person Without Consent
- 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.

C. Sexual Exploitation

Sexual exploitation is any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another. Examples of sexual exploitation under this policy include, but are not limited to the following behaviors:

- Causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over such other person;
- Causing the prostitution of another person;
- Recording, photographing, or transmitting images, sounds, or information of private sexual activity and/or the intimate parts (including, but not limited to genitalia, groin, breasts or buttocks) of another person without the consent of all parties or beyond the consent given;
- Allowing third parties to observe private sexual acts without consent;
- Voyeurism – either the secretive observation of another’s sexual activity or secretive observation of another for personal sexual pleasure;
- Knowingly or recklessly exposing another person to a significant risk of sexually transmitted infection, including HIV;
- Indecent Exposure – intentionally showing one’s genitalia, breasts, and/or buttocks in public or in the presence of a non-consenting individual;
- Sexual Intimidation – an implied or actual threat to commit a sex act against another person, or behavior used to coerce participation in a sex act;

D. Intimate Partner Violence

Intimate partner violence is also referred to as dating violence, domestic violence, and relationship abuse or violence. Intimate partner violence includes any act of violence or threatened act of violence against a person who is or has been involved in a sexual, dating, domestic, or other intimate relationship by the other person in the relationship. It also includes any person who is a current or former spouse / intimate partner, shares a child in common, and is/was cohabitating with the other person in the relationship. It may involve one act or an ongoing pattern of behavior. Intimate partner violence affects individuals of all genders, gender identities and expressions, sexual orientation, and racial, ethnic, social, and economic backgrounds.

Intimate partner violence can encompass a broad range of behavior, including, but not limited to: physical violence, sexual violence, emotional violence, economic abuse, threats, assault, property damage, and violence or threat of violence to one’s self, one’s sexual or romantic partner, and/or to the family members or friends of the sexual or romantic partner.

The University will not tolerate intimate partner violence of any form. For the purposes of this policy, the university does not define intimate partner violence as a distinct form of misconduct. Rather, the University recognizes that sexual and gender-based harassment, sexual assault, sexual exploitation, stalking, and retaliation are all forms of intimate partner violence when committed by a person who is or has been involved in a sexual, dating, or other social relationship of a romantic or intimate nature with the potential reporting party.

E. Stalking

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress. Behaviors may include, but are not limited to: persistent calling, texting, or internet posting,

as well as physical stalking.

F. Retaliation

Retaliation means any adverse action taken against a person for making a good faith report of Sexual and Relationship Misconduct or participating in any proceeding under this policy. Retaliation includes restriction, interference, threatening, intimidating, harassing, coercing or any other conduct that would discourage a reasonable person from engaging in activity protected under this policy. Retaliation may be present even where there is a finding of “no responsibility” on the allegations of Sexual and Relationship Misconduct. Retaliation can be committed by any individual or group of individuals, not just by a Respondent or Complainant. Those found to be responsible for retaliation will be disciplined accordingly. Retaliation does not include good faith actions lawfully pursued in response to a report of Sexual and Relationship Misconduct

4. Definitions

Consent – Must meet the following standards:

- A voluntary and affirmative agreement to engage in sexual activity.
- Someone who is incapacitated cannot consent (see definition below for incapacitation).
 - Past consent does not imply future consent.
 - Silence or an absence of resistance does not imply consent.
- Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another;
- Can be withdrawn at any time.
- Coercion, force, or threat of either invalidates consent.

Incapacitation – Exists when:

- A person is asleep or unconscious (such as due to the use of drugs or alcohol).
- A person is still conscious, but has lost the ability to make a judgment to give proper consent and the ability to resist has been taken away (such as due to the use of drugs or alcohol).
- An intellectual or other disability prevents the person from having the capacity to give consent.

Intimidation - Threats or other conduct which in any way create a hostile environment, impair the University’s operations; or frighten, alarm, or inhibit others. Psychological intimidation or harassment includes making statements which are false, malicious, disparaging, derogatory, rude, disrespectful, abusive, obnoxious, insubordinate, or which have the intent to hurt others' reputations. Physical intimidation or harassment may include holding, impeding or blocking movement, following, stalking, touching, or any other inappropriate physical contact or advances. Attempting to or actually raping you.

Reporting Party – Grand View University or any individual(s) who have experienced a potential sexual and relationship misconduct incident as a student at Grand View University community.

Responding Party – Any individual(s) who are being investigated for violating Grand View

University Sexual and Relationship Misconduct policy

5. Where To Go For Help

If you or someone you know have been sexually assaulted, impacted individuals should get help immediately. Impacted individuals may be in shock and should not be alone. The following people are available for you to choose to assist or summon another to help:

Internal Grand View University Assistance:

- Residence Life Staff:
 - Resident Assistant (RA) – RA on each floor or contact Campus Security to talk to the RA on duty.
 - Hall Director – (263-2885 - weekdays 8:15am -4:30pm) | Evenings/Weekends: Contact Campus Security (263-6000).
 - Assistant Director of Residence Life - (263-2884 - weekdays 8:15am -4:30pm).
 - Director of Residence Life: (263-2886 - weekdays 8:15am -4:30pm).
- Student Life Personnel:
 - Vice President for Student Affairs: (263-2885 – weekdays 8:15am -4:30pm).
 - Associate Vice President for Student Affairs ((263-2887 - weekdays 8:15am -4:30pm).
 - Director of Counseling - confidential (263-2986 - weekdays 8:15am -4:30pm).
 - Assistant Director of Counseling - confidential (263-2881 - weekdays 8:15am - 4:30pm).
- Health Services (263-2823 – Monday-Friday, 8:15am – 4:00pm).
- Campus Security (263-6000 – Available 24/7).
- Human Resources
 - Vice President for Administration and Finance (263-2821 - weekdays 8:15am - 4:30pm).
 - Human Resources Manager (263-2816 - weekdays 8:15am -4:30pm).
 - Human Resources Generalist (263-6116 - weekdays 8:15am -4:30pm).
- Title IX Coordinator
 - Faculty and Staff Issues (263-6121 - weekdays 8:15am -4:30pm).
 - Student Issues (263-2885 - weekdays 8:15am -4:30pm).
- Campus Pastor – confidential (263-6004 - weekdays 8:15am -4:30pm).

External Grand View University Community Assistance:

- Des Moines Police 911.
- Polk County Victim Services - 24-Hour Rape Crisis Line (288-1750).
- Polk County Crisis and Advocacy Services and Mid-Iowa Sexual Assault Response Team (SART) (515-286-3600).
- Iowa Domestic Violence Hotline 1-800-942-0333.
- Iowa Sexual Abuse Hotline 1-800-284-7821.
- Children and Families of Iowa- Domestic Violence Services Crisis Line (800-942-0333).

These people will hear your account and offer support and counsel. You will be strongly encouraged to simultaneously report your experience to law enforcement officials, and Grand View University will make sure that you are not alone. Once law enforcement is contacted,

Grand View University will cooperate with law enforcement officials in the investigation. Grand View will not share information with law enforcement without the complainant's consent or unless the complainant has reported the incident to law enforcement.

Impacted individuals will be strongly encouraged to seek medical attention. Impacted individuals of sexual violence often have feelings of shame, fear, and self-accusation. Rather than remain isolated or silent, please be aware that support and assistance are available. Any person reporting sexual violence will be treated with care, concern, and confidentiality. Remember – sexual violence can happen to anyone. You are not alone.

6. Reporting an Incident

Who can report? Any member of the Grand View University community can, and are strongly encouraged to, report sexual and relationship misconduct to a designated reporting official. Non-members of the community may also report sexual and relationship misconduct incident and are strongly encouraged to notify law enforcement officials.

Reporting and Confidentially Disclosing: Know the Options

Grand View University encourages individuals impacted by sexual and relationship misconduct to talk to somebody about what happened – so support can be given where it is needed, and Grand View University can respond appropriately.

Different employees on campus have different abilities to maintain a student's confidentiality.

- Privilege Employees: Privilege employees are required to maintain near complete confidentiality; talking to them is sometimes called a "privileged communication."
- Responsible Employees: Responsible employees are required to report all the details of a sexual and relationship misconduct incident (including the identities of the reporting party and potential responding party) to the Title IX coordinator once the details of an incident have been revealed. Any report to a responsible employee constitutes a report to the University. Grand View University is obligated to review every report to determine the appropriate steps to address the situation and if a Title IX investigation is required. Before the details of an incident are revealed to an employee, the employee is encouraged to make known the options and resources available on Grand View University campus for help and support.

This policy is intended to make any potential reporting party aware of the various reporting and confidential disclosure options available to help inform choices about where to turn should a person become impacted by sexual and relationship misconduct. The University encourages impacted individuals to talk to someone identified in one or more of these groups:

A. Privileged and Confidential Communications

- *Professional and Pastoral Counselors* - Professional, licensed counselors and pastoral counselors who provide mental-health counseling to members of the school community (and including those who act in that role under the supervision of a licensed counselor)

are not required to report any information about an incident to the Title IX coordinator without the student's permission.

Following is the contact information for Privilege employees at Grand View University:

- Kent Schornack – Director of Counseling
Location: Student Life Office, Student Center
Phone: 515-263-2986 Hours: Weekday 8:15am – 4:30am
- Kenlyn Gordon – Assistant Director of Counseling
Location: Student Life Office, Student Center
Phone: 515-263-2881 Hours: Weekday 8:15am – 4:30am
- Counseling Department Intern
Location: Student Life Office, Student Center
Phone: 515-263-6016 Hours: Weekday - Various hours
- Russell Lackey – Senior Campus Pastor
Location: Viking House
Phone: 515-263-6004 Hours: Weekday 8:15am – 4:30am

A reporting party who speaks to a professional or pastoral counselor must understand that, if the reporting party wants to maintain confidentiality, the University may be unable to conduct an investigation into the particular incident or pursue disciplinary action.

Even so, these counselors will still assist the reporting party in receiving other necessary protection and support, such as rights advocacy, academic support or accommodations, disability, health or mental health services, and changes to living, working or course schedules.

A reporting party who at first requests confidentiality may later decide to file a complaint with the school or report the incident to local law enforcement, and thus have the incident fully investigated. These counselors will provide the reporting party with assistance if the reporting party wishes to do so.

NOTE: While these privileged employees may maintain a reporting party confidentiality vis-à-vis the University, they may have reporting or other obligations under Iowa's state law regarding mandatory reporting to law enforcement in case of minors; imminent harm to self or others; requirement to testify if subpoenaed in a criminal case.

ADDITIONALLY: If the privilege employee believes that the potential responding party is a threat to the Grand View University community they will share the incident with the Title IX Coordinator. Then if the University confirms that the potential responding party poses a serious and immediate threat to the Grand View community, Christopher Lee, V.P. for Administration and Finance and Dr. Jay Prescott, V.P. for Student Affairs, or

their designee, will be called upon to issue a timely warning to the community. Any such warning will not include any information that identifies the original reporting party. An investigation may then take place with the University being the new reporting party.

B. Reporting to Responsible Employees

- A “Responsible Employee” is a Grand View University employee who has the authority to redress sexual violence, who has the duty to report incidents of sexual or relationship misconduct, or who a reporting party could reasonably believe has this authority or duty.

When a reporting party tells a responsible employee about an incident of sexual violence, the student has the right to expect the University to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.

A responsible employee must report to the Title IX coordinator all relevant details about the alleged sexual violence shared by the reporting party that the University will need to determine what happened – including the names of the reporting party, the respondent(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.

To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the University’s response to the report. A responsible employee should not share information with law enforcement without the reporting party’s consent or unless the reporting party has also reported the incident to law enforcement.

The only employees at Grand View University that are not required to report as “Responsible Employee” are the Professional Counselors and Pastors referenced in the preceding section.

Before a reporting party reveals any information to a responsible employee, the employee will ensure that the reporting party understands the employee’s reporting obligations – and, if the reporting party wants to maintain confidentiality, direct the reporting party to confidential resources. Responsible employees will not pressure a reporting party to reveal or not reveal information, but will honor and support the reporting party wishes.

Requesting Confidentiality - How Grand View Will Weigh the Request and Respond

If a reporting party discloses an incident to a responsible employee but wishes to maintain confidentiality, the University must weigh that request against the University’s obligation to provide a safe, non-discriminatory environment for all students, including the reporting party.

If the University honors the request for confidentiality, a reporting party must understand that Grand View's ability to meaningfully investigate the incident and pursue disciplinary action against the potential responding party may be limited.

Although rare, there are times when Grand View University may not be able to honor a reporting party's request in order to provide a safe, non-discriminatory environment for all students.

The University has designated the following individual(s) to evaluate requests for confidentiality once the University has actual knowledge of alleged sexual violence:

- Dr. Jay Prescott, V.P. for Student Affairs (263-2885)
- Dr. Jason Bauer, Associate V.P. for Student Affairs (263-2885)
- Christopher Lee, V.P. for Administration and Finance (263-2821)
- Erica Kluver, Human Resources Manager (263-2816)

When weighing a reporting party's request for confidentiality the above designated individual(s) will consider a range of factors, including the following:

- The increased risk that the potential responding party will commit additional acts of sexual and relationship misconduct such as:
 - whether there have been other related complaints about the same potential responding party;
 - whether the potential responding party has a history of arrests or records from a prior school indicating a history of violence;
 - whether the potential responding party threatened further sexual violence or other violence against the victim or others;
 - whether the sexual violence was committed by multiple potential responding parties;
- Whether the sexual violence was perpetrated with a weapon;
- Whether the reporting party is a minor;
- Whether the University possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or personnel, physical evidence);
- Whether the reporting party's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

If Grand View University determines that it cannot maintain a reporting party's confidentiality because of the presence of one or more of these factors, the University will inform the reporting party prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University's response.

Grand View University will remain ever mindful of the reporting party's well-being, and will take ongoing steps to protect the reporting party from retaliation or harm, and work with the reporting party to create a safety plan. Retaliation against the reporting party, whether by students or University employees, will not be tolerated. Grand View University will also:

- Assist the reporting party in accessing other available advocacy support, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus (see Section 5);
- Provide other security and support, which could include issuing a no-contact order, helping arrange a change of living or working arrangements or course schedules (including for the potential responding party pending the outcome of an investigation), withdraw from/retake a class without penalty, access academic support such as tutoring or adjustments for assignments or tests; and
- Inform the reporting party of the right to report a crime to campus or local law enforcement – and provide the reporting party with assistance if the reporting party wishes to do so.

The University may not require a reporting party to participate in any investigation or disciplinary proceeding.

Because Grand View University is under a continuing obligation to address the issue of sexual violence campus-wide, reports of sexual violence (including non-identifying reports) will also prompt the University to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported sexual violence occurred; increasing education and prevention efforts, including to targeted population groups; conducting climate assessments/victimization surveys; and/or revisiting its policies and practices.

If Grand View University determines that it can respect a reporting party's request for confidentiality, the University will also take immediate action as necessary to protect and assist the reporting party.

7. Grand View University's Investigation Process

All incidents should be reported in a timely manner. A complaint can be filed only by the victim or the Title IX Coordinator. If a report has been made to a Responsible Employee at Grand View University, the Responsible Employee needs to report the incident to the appropriate Title IX Coordinator in writing. The Title IX Coordinator can then file a complaint for the incident. The determination for an investigation process will commence no later than 48 hours after the report has been received.

Reports of sexual and relationship misconduct will be thoroughly investigated in a timely manner by Grand View University, and when requested by the reporting party, assistance will be given in reporting the incident to the local police. Grand View University will cooperate fully with the local police department and will share information when appropriate. Grand View University will maintain the confidentiality of the reporting party as much as possible and only share information with people at the local Police Department responsible for handling the case. Please note that all investigations will include the reporting party, the responding party, available witnesses, and advocates for each party.

The investigation process is estimated to take no longer than twenty business days and a resolution should be expected within ten business days after the investigation is complete. The

investigation process has a maximum sixty day timeframe (not including appeals) to be completed.

A reporting party will be asked to share all available information about the incident. The reporting party's cooperation is essential. If the reporting party chooses not to participate in the investigation process, the reporting party must understand that Grand View's ability to meaningfully investigate the incident and pursue disciplinary action against the responding party(s) may be limited. If the reporting party chooses not to participate in the investigation process, the reporting party will be made aware that Grand View University's investigation can continue.

Students and/or employees with knowledge of alleged sexual and relationship misconduct must submit a report to the following Title IX Coordinators:

- Student Issues:
 - Dr. Jay Prescott, V.P. for Student Affairs (Title IX Coordinator)
 - Office Address: Student Life and Student Success Center
 - Telephone Number: 515-263-2885
 - Email: jprescott@grandview.edu
 - Dr. Jason Bauer, Associate V.P. for Student Affairs (Deputy Title IX Coordinator)
 - Office Address: Student Life and Student Success Center
 - Telephone Number: 515-263-2887
 - Email: jbauer@grandview.edu
- Faculty/Staff Issues:
 - Christopher Lee, V.P. for Administration and Finance (Title IX Coordinator)
 - Office Address: Humphrey Center E33
 - Telephone Number: 515-263-2821
 - Email: avoigts@grandview.edu
 - Erica Kluver, Human Resources Manager (Deputy Title IX Coordinator)
 - Office Address: Humphrey Center E36a
 - Telephone Number: 515-263-2816
 - Email: ekluver@grandview.edu

If the person wishes to remain anonymous they can use the *Lighthouse* system – Grand View University's system for making reports anonymously.

Lighthouse provides an anonymous and confidential way to report inappropriate activity. Reports submitted through *Lighthouse* will be handled as promptly, discreetly, and carefully as a thorough investigation will allow. The University and *Lighthouse* are committed to protecting the anonymity and confidentiality of individuals who submit reports through *Lighthouse*. The system has features such as follow-up questioning to aid our response to reported concerns. You may also be contacted by someone at *Lighthouse* for additional information to aid in submitting a complete report. In addition to simply reporting concerns, people may ask for

clarification of University policy or offer positive comments and suggestions that create an informed and supportive atmosphere.

While we encourage you to bring any concerns you may have to the University first, if you are uncomfortable discussing matters with someone on campus, you are invited to utilize our *Lighthouse* reporting system. There is a 24/7 call center at 833-690-0044 or an on-line reporting option via a link on myView under Campus Life (click here) or at www.lighthouse-services.com/grandview. You may also e-mail (reports@lighthouse-services.com) or fax (215-689-3885) a report (must include Grand View University name with these reports).

We have more detailed information about *Lighthouse*, how to file a report, and a Q&A sheet on myView.

Title IX Investigation Process

The formal investigation process outlined under the Student Conduct Code for enforcing Grand View University's rules, regulations, procedures, policies, standards of conduct and orders will be followed in cases of sexual assault and harassment along with the following specific procedures. An Informal Resolution process to help resolve allegations of sexual misconduct without proceeding with a formal investigative process is also available at Grand View University. The reporting party and the responding party must provide voluntary written consent to participate in the informal resolution process.

The specific procedures to be used at each step of the process are described in the following sections. Basic standards of fairness will be observed in the determination of:

- The truth or falsity of the charges against the responding party - the clear and convincing evidence standard will be used in any Title IX fact-finding and related proceedings - including any hearings.
- Whether the alleged misconduct violates this code; and if so,
- The sanctions to be imposed, if any.

The criteria for judging student misconduct shall include, but not be limited to, the standards of conduct as stated above. The reporting party and responding party will have equal rights, opportunities, and treatment throughout the investigative process to the greatest extent possible.

The standards and procedures set forth in this document are those used by Grand View University in sexual and relationship misconduct disciplinary matters. Grand View University reserves the right to take necessary and appropriate action to protect the safety and well-being of the campus and community. This includes the right to suspend, expel, or request the withdrawal of a student at any time, with or without a specific charge or hearing. The student does have the right to request the Vice President for Student Affairs to review misconduct disciplinary matters.

Reporting:

Any faculty, staff, or student may report a sexual and relationship misconduct incident by filing a written report with the Title IX Coordinator (listed above). A well written report should include the following:

- Name of individuals involved.
- Description of the alleged inappropriate conduct (including specific date(s), names of all individuals involved in the situation, whether the individuals involved are current Grand View University students or not, witnesses to the inappropriate conduct, location the inappropriate conduct took place, and any other details that describe what happened).
- Reference to the student conduct policy in question.
- Name and telephone number of the faculty, student or staff member initiating the complaint.

The Title IX Coordinator will make a Title IX determination for the case and if appropriate assign the case for investigation by a Title IX Investigator. The following criteria must be followed for the report to be considered for investigation as a case:

- Reporting party must be participating or attempting to participate in the institution educational program or activity (cases cannot be filed involving former students or employees).
- If the sexual and relationship misconduct happened off-campus, in a private setting, that is not an education program or activity, or also outside of U.S, the report will not be considered for investigation.

Investigation:

The Title IX Investigator will set up an initial conference with the reporting party and responding party. The reporting party and responding party will be informed in writing of the charges and the maximum penalty which may result from consideration of the disciplinary matter or potential charges depending on the stage of the investigation.

When an initial conference is scheduled with the Title IX Investigator:

- Individual conferences will be held with the reporting party and responding party involved in the case. Each student will have the opportunity to present evidence and witnesses to the Title IX Investigator.
- The responding party must attend the scheduled conference. The respondent's failure to attend without good cause and prior notification or a verifiable emergency may constitute a waiver of the respondent's right to participate and appeal further.
- The reporting party and responding party must submit all evidence within three (3) business days of the initial conference. Each party will have the right to waive the three (3) days and declare that all evidence has been submitted.
- Evidence that may, or may not be, allowed in sexual and relationship misconduct cases include, but are not limited to:
 - Prohibiting questioning or evidence about the reporting party's prior sexual conduct.

- Clarifying that evidence of a prior consensual dating or sexual relationship between the parties by itself does not imply consent or preclude a finding of sexual misconduct.

Each party has the right to the assistance of an advisor (friend, advocate, parent, lawyer, other) during the initial conference. Grand View University must provide an advisor (does not have to be a lawyer) to a party who does not have one. The advisor must be available at the time the conference is scheduled.

Additionally, because of the potential conflict of interest, the Vice President for Student Affairs or his/her designee must approve any Student Affairs staff serving as an advisor to a student prior to the Student Affairs staff member's involvement in the discipline process.

The student must advise the Title IX Investigator at least 24 hours prior to the conference date if the student will be accompanied by an advisor at the initial conference.

If either party feels there are potential conflicts of interest issues with the Grand View employee overseeing the case, a written appeal can be made to the Vice President for Student Affairs requesting a conference. The Vice President for Student Affairs will consider all evidence brought forward in the case and will take one of the following actions:

- Determine there is no conflict of interest and allow the investigation to proceed.
- Determine there is a conflict of interest and assume the role of lead investigator of the case (or appoint another designated Responsible Employee to lead the investigation of the case).

The conflict of interest decision of the Vice President for Student Affairs shall be final and not subject to further appeal. If there is question the Vice President for Student Affairs has a conflict of interest, the written appeal can be made to the Vice President for Administration and Finance who will then make the judgment.

Hearing Process:

- Formal hearing process will be administered by the Hearing Officer:
 - *Director of Residence Life will be the Hearing Officer for residential cases.*
 - *Associate V.P. for Student Affairs will be the Hearing Officer for non-residential cases.*
- Both parties will have access and the opportunity to view the evidence and the investigative report pre-hearing.
- Reporting party and responding party will have equal opportunity to review evidence at the hearing.
- Each party's advisor has the right to ask relevant questions and cross-examine witnesses and parties during the formal hearing process.

- Institution must provide an advisor (does not have to be a lawyer) to a party who does not have one.
- The Hearing Officer must make contemporaneous rulings on relevancy and objections and explain their rationale.
- Testimony of persons who refuse to submit to cross-examination is excluded.
- The Hearing Officer must issue written decision with rationale after all evidence is presented, witnesses are called, and cross-examination has concluded and will take one of the following actions:
 - Terminate the proceedings, exonerating the responding party
 - Dismiss the case after appropriate counseling and advice; or
 - Impose an appropriate sanction.
- The reporting party and responding party involved will be notified in person via meeting with the Title IX Decision-maker and in writing via letter at meeting or Grand View University email. The reporting party and responding party should be notified as simultaneously as possible of the decision of the Title IX Decision-maker. The reporting party will be notified of any sanctions imposed on the responding party that directly relate to the reporting party and to the student's ongoing safety as a student at Grand View University. The responding party will not be notified of the individual remedies offered or provided to the reporting party.

Appeals:

The reporting party and responding party may appeal the decision of the Title IX Decision-maker by filing a written appeal with the Vice President for Student Affairs within three (3) business days of the Title IX Decision-maker's decision. The Vice President for Student Affairs shall render a decision on the appeal within fifteen (15) business days of its filing. The decision of the Vice President for Student Affairs shall be final and not subject to further appeal.

- Appeals must be offered to both parties on the following grounds:
 - Procedural irregularity that affected the outcome.
 - New evidence not reasonably available that could affect the outcome.
 - Conflict of interest by institutional participants that affected the outcome.
- Non-appealing party must be given a chance to respond.

Informal Resolution:

Informal Resolution is one of the options offered at Grand View University to help resolve allegations of sexual misconduct without proceeding with a formal investigative process. The core differences between informal resolution and a formal investigation are as follows:

Informal Resolution – In informal resolution, the nature, impact, and resolution of the alleged sexual misconduct is addressed through the use of an impartial mediator to help the parties to address the concern. The process is not investigatory, rather it is focused on helping to facilitate structured communication between the two parties in the hope that they may reach their own agreed upon understandings and resolution. The mediator does

not exercise judgment regarding the alleged sexual misconduct, and they are not to be called upon for testimony should the case transition to a formal investigation.

Formal Investigation – A formal investigation is initiated when the complainant, the person alleging sexual misconduct, reports the concern to the appropriate Title IX Coordinator at Grand View and asks for there to be a formal investigation. In incidents in which the alleged misconduct is so severe or presents a risk to the larger community, Grand View holds the right to become the complainant and proceed with an investigation even if the alleged victim does not consent to the investigation. The investigation process will commence no later than 48 hours after the report has been received, and is estimated to take no longer than 20 business days. Steps are taken to protect the reporting party and be mindful of their well-being during the investigation process.

Informal resolution is permissible only after a formal complaint is filed.

- Parties must provide voluntary written consent to participate in the informal resolution process after receiving detailed notice of allegations and explanation of informal resolution process.
- Students cannot be compelled to agree to informal resolution as a condition of enrollment.
- Informal resolution is never permitted where accusation is that employee sexually harassed a student.

Informal Resolution Process: Through the help of a skilled facilitator, the goal of informal resolution is to allow both the reporting party, the person alleging sexual misconduct, and responding party, the person being accused of misconduct, to communicate their viewpoint and be heard. The objective is to increase understanding and determine an agreeable resolution to the concern that is satisfactory to both parties. Unlike in formal investigations, the informal resolution mediator does not have the authority to decide judgement over a sexual misconduct concern, nor shall they be contacted to provide judgement or opinion should a case change to a formal investigation. The mediator's sole responsibility is to help facilitate an informal resolution that is decided between the complainant and respondent. Given the specifics of the concern, the University may establish and enforce interim measures to protect both parties involved until an agreeable informal resolution can be achieved.

Anything discussed during the informal resolution process is considered confidential information and should not be shared with anyone not directly involved in the mediation (the informal resolution process will only include the complainant, respondent, mediator). If the case moves to a formal investigation at any point, information from the informal resolution process will not be admissible as evidence. Students will maintain the right to discuss the broader scope of the case publicly, although it should be noted that if communication is not handled respectfully and objectively, it is likely to compromise the mediator's ability to successfully mediate a resolution.

Steps in the Informal Resolution Process:

- To begin an informal resolution, the following is required:
 - A formal complaint of sexual misconduct has to have been filed.
 - A request for an informal resolution to the alleged sexual misconduct is made to the appropriate Title IX Coordinator on campus (the request can be made by either party involved in the concern).
 - Both parties must receive a written notice outlining the alleged sexual misconduct as well as an explanation of the informal resolution process.
 - Both parties must provide voluntary written consent to participate in the informal resolution process.
- Once the request for informal resolution is made, the Title IX Coordinator will:
 - Provide any necessary clarification to questions either the two parties may have regarding the informal resolution process and the written explanation they received.
 - Secure signatures of each party's agreement to participate in informal resolution.
 - Appoint an appropriate mediator to facilitate the informal resolution process.
- The informal resolution mediator, who is to be free of bias or conflicting interest, will reach out to both the complainant and respondent to:
 - Educate the parties further about the informal resolution process.
 - Clarify that each party voluntarily agrees to participate in the informal resolution process.
 - Assess the appropriateness of each party to participate in informal resolution.
 - Each party should:
 - Voluntarily agree to participate in the informal resolution process.
 - Approach mediation in good faith with an open mind and realistic expectations regarding possible outcomes.
 - Be willing to listen to the other side.
 - Be willing to work toward trying to settle the dispute.
 - Understand that the informal resolution process can be terminated at any time by either of the parties involved, and that either party can change their request to a formal investigation. Once the formal investigation begins, if both parties agree, they can change back to an informal resolution process.
 - Understand that if the parties involved in the informal resolution process fail to reach a mutually agreeable outcome for the alleged conduct, the conflict may be resolved via a formal investigation or by terminating the complaint.
 - Maintain standards of confidentiality where both parties agree to not gossip or speak despairingly of the other, or encourage their friends do so.
 - Utilize appropriate formal and informal support that is productive to their care and well-being.
 - Understand that the University will strive to complete the informal resolution process within 30 - 60 days.
 - Have both parties sign a written agreement documenting their consent to:
 - Participate in informal resolution process with the appointed mediator.

- Abide by the appropriate behaviors for a successful process outlined in the preceding step.
 - Maintain the standards of confidentiality.
- Establish meeting schedules and locations with both parties and assess whether it is best to conduct the meetings individually, together, or in some combination of the two.
- Provide an outline of the informal resolution process to both parties
- General steps in the informal resolution process are as follows:
 - Introduction: The mediator will review the guidelines to participate in an informal resolution (see above), and outline the mediation process and ground rules to follow. The goal of mediation, which is to help each party to be heard and come to a negotiated resolution, will be shared. Clarification of what mediation is and is not will be discussed. The mediator will also clarify that their only authority is over facilitating the mediation process and maintaining the ground rules for appropriate standards of conduct. Both parties will then be asked to affirm their commitment and willingness to participate in the process.
 - Present Concerns: The mediator will give each party, beginning with the complainant, the opportunity to present their view of the concern. It is imperative that each party not speaking is silent and only listening to the other's point of view.
 - Joint Discussion: After each side presents their concern, the mediator and disputants are free to ask questions for the purpose of clarity and arriving at a better understanding of each party's needs and point of view. The mediator takes great care to manage a process that facilitates listening and learning, and may at times act as a translator, repeating back information to clarify and assure understanding. If the disputing parties reach an impasse in their discussion, the mediator will help identify and address the barriers that stand in their way and work to get the discussion back on track. If emotions run high in joint sessions, the mediator can decide to separate the two sides for private and confidential discussion to further clarify and aid communication.
 - Negotiation: At this point, with the assistance of the mediator, the parties begin formulating ideas and proposals that meet each party's core interests. Negotiation can occur together or be done by moving back and forth between the two parties gathering ideas, proposals, and counterproposals. Depending on the complexity of the issues the mediation may last a few hours or it could take days or weeks to resolve. If the parties come to consensus, the mediator will outline terms and write up a draft agreement. If the parties fail to reach an agreement, the mediator will summarize where the parties are at and provide direction to non-settlement next steps.
 - Potential resolution and remedies may include things such as:
 - Sexual assault and consent education.
 - Clarification of misunderstandings.

- Restrictions on contact between parties or no contact agreements.
 - Changes to housing locations as well as work or class schedules.
 - Appropriate apology and response.
 - Further education or counseling.
 - Boundaries regarding communications about the other or the incident to friends.
 - Voluntary withdrawal from school.
 - Monetary relief.
- Conclusion of the informal resolution process:
 - In the case of a successful informal resolution the mediator will provide a final written contract of the negotiated resolution for both parties to sign and adhere to, and the complainant agrees to cease the case. A copy of the signed resolution will be kept on file, and the case of sexual misconduct will be considered closed. A closed informal resolution case cannot be reopened and considered for formal investigation unless new evidence specific to the original complaint comes to the forefront that warrants such a change.
 - If the informal resolution process is not able to be completed successfully, the mediator will communicate potential next steps to each party.
 - Potential next steps to an unsuccessful resolution include, but are not limited to:
 - Proceeding to formal investigation.
 - Withdrawing the complaint of alleged sexual misconduct.

8. Retaliation

No employee or student who, in good faith, seeks advice concerning a matter of sexual and relationship misconduct, files a harassment grievance, serves as a witness in the investigation of a harassment grievance, or files a sexual assault complaint shall be subject to restriction, interference, coercion, or reprisal. Retaliation constitutes a violation of Grand View University's harassment policy. All acts of retaliation will be investigated thoroughly. Those found to be responsible for retaliation will be disciplined accordingly.

9. Preserving Evidence

If a student decides to report a sexual assault it is important to preserve as much evidence as possible. This could include, but is not limited to:

- Preserve all physical evidence (do not bathe, douche, brush teeth, wash hands, or change clothing).
- Use a clean jar to collect any urine or secretions.
- When a member of the Mid-Iowa Sexual Assault Response Team (SART) arrives, ask for the Sexual Assault Nurse Examiner (SANE) to help with the evidence you have gathered and to assist in getting medical attention.

Evidence gathered by Grand View University in the investigative process will be stored in secure University offices and database systems separate from any investigation law enforcement might be conducting. Evidence will be kept no longer than seven years.

The Title IX Officer(s) will maintain and track all reports of sexual assault and sexual harassment and report, at least annually, concerning their number, nature and disposition to the President. The Title IX Officer(s) will keep confidential records of reports of sexual harassment and the actions taken in response to those reports, and use them for potential legal purposes and to identify individuals or departments likely to benefit from training so that training priorities can be established.

10. Sexual Assault Response Team (SART) Process and Resources

Grand View University partners with Mid-Iowa Sexual Assault Response Team (SART) to provide advocacy and support services to survivors of sexual violence. Mid-Iowa SART is an innovative, multidisciplinary team created for the purpose of providing quality, compassionate, consistent and on-going care to impacted individuals of sexual assault.

Mid-Iowa SART assists impacted individuals of sexual assault from the moment they are contacted through potential court proceedings, offering expertise and enhanced services in sexual assault cases. Individuals are immediately connected with advocates (confidential support individuals not required to report any information about an incident to the Title IX coordinator without permission) from Polk County Crisis and Advocacy Services and, following the assault, may elect to be examined and treated by Sexual Assault Nurse Examiners (SANEs). SANEs are registered nurses who have received specialized training in the collection of forensic evidence and loving care of survivors and are on call 24/7.

Many area law enforcement agencies and the Polk County Attorney's Office are SART team members contributing to the goal of restored physical, emotional, mental, and spiritual health of the impacted individual. Services provided include 24-hour crisis intervention, medical and legal advocacy, and counseling for survivors. Mid-Iowa SART also conducts professional training about sexual violence, provides community education, develops prevention programming, and helps other organizations develop policies to address sexual violence.

If you have been sexually assaulted, you should get help immediately. You may be in shock and you should not be alone. You will be strongly encouraged to seek medical attention. Survivors of sexual violence often have feelings of shame, fear and self-accusation. Rather than remain isolated or silent, please be aware that support and assistance are available to you. Any person reporting sexual violence will be treated with care, concern and confidentiality. The Mid-Iowa Sexual Assault Response Team (SART - 515-286-3600) will hear your account and offer support and counsel.

11. Health Care Options for Survivors of Sexual Assault:

On-campus options:

- Grand View Student Health Clinic
 - Location: Johnson Wellness Center
 - Phone: 515-263-2823

- Hours: Tuesday / Thursday (7:30am – 4:00pm)
- Other information: Charges are only for any lab testing and immunizations and are very reasonably priced. No insurance needed.

Off- campus options:

- Local Hospitals
 - Iowa Lutheran Hospital (closest to Grand View’s campus)
 - Location: 700 East University Ave, Des Moines, IA 50316
 - Phone: 515-263-5612
 - Mercy Medical Center
 - Location: 1111 6th Ave. (University and 6th Ave.), Des Moines, IA
 - Phone: 515-247-3121
 - Iowa Methodist Medical Center
 - Location: 1200 Pleasant St., Des Moines, IA 50309
 - Phone: 515-241-6212
 - Broadlawns Medical Center
 - Location: 1801 Hickman Road, Des Moines, IA 50314
 - Phone: 515-282-2200
 - Other: Accepts patients without insurance
- Walk-In Clinics
 - UnityPoint Health Clinic (closest to Grand View’s campus)
 - Location: 2301 E. 14th St., Des Moines, IA 50316
 - Phone: 515-262-0404
- Other Resources:
 - Mercy Nurse – 515-243-2584
 - My Nurse – 1-800-424-3258
 - Call for advice on symptoms and where to go for care.
 - Both are answered 24 hours 7 days a week

12. Ongoing Assistance

On-campus and off-campus counselors, advocates, and health care providers will generally maintain confidentiality and not share information with Grand View University unless the survivor requests the disclosure and signs a consent or waiver form.

On-campus resources for survivors of sexual misconduct:

- Kent Schornack – Director of Counseling (515-263-2986)
- Kenlyn Gordon – Assistant Director of Counseling (515-263-2881)

Off-campus resources for survivors of sexual misconduct:

Iowa Domestic Violence Hotline 1-800-942-0333

Iowa Sexual Abuse Hotline 1-800-284-7821

Iowa Coalition Against Sexual Violence (CASA) has 28 member sexual assault crisis centers serving survivors of sexual assault throughout Iowa. Staff members work on several initiatives including: technical assistance and training to member centers; civil legal assistance for survivors of sexual assault, including immigration assistance; improving responses to sexual assault within communities of color; a training initiative for assisting survivors with developmental disabilities; a national project providing peer-based assistance to other sexual assault coalitions; statewide sexual assault prevention; training for allied professionals; and public policy efforts at the state and national level.

* Iowa CASA does not provide crisis counseling services, but can provide referrals to local rape crisis centers.

Children and Families of Iowa- Domestic Violence Services

1111 University Ave.

Des Moines, IA 50314

Office: 515-471-8699

Fax: 515-243-3404

Crisis Line: 800-942-0333

www.cfiowa.org

Domestic Abuse, Emergency Shelter

** CFI's domestic violence services provide a unique approach to helping survivors of domestic violence rebuild their lives. They offer help for those whose lives are affected by domestic violence, healing for survivors of domestic abuse, and hope to those who want to create safer homes and communities.*

LUNA

4313 Fleur Drive

Des Moines, IA 50312

Office: 515-271-5060

Fax: 515-271-5062

www.lunaiowa.org

Domestic Abuse

** L.U.N.A. (Latinas Unidas Por Un Nuevo Amanacer, Iowa was created in 1999 by a group of survivors who noticed the lack of resources available to the LatinX community in Iowa) honors and upholds every woman's right to freedom from violence. Services are for those who have suffered or are suffering abuse whether it be physical, sexual, emotional, or other forms of abuse, or if you have been sexually or physically assaulted by someone unknown to you.*

Service include: 24-Hour Crisis Line, One-On-One Counseling, Group Counseling, Safety Planning, Court Advocacy, Community Referrals , Domestic Violence and Sexual Assault Training.

Monsoon

4952 Franklin Avenue
Des Moines, Iowa 50310
Office: 515-288-0881
Fax: 515-244-7424
www.muawi.org

Domestic Violence, Sexual Abuse - Asian/Pacific Islander Community

** Monsoon United Asian women of Iowa's mission is to end all forms of gender-based violence and build healthy communities through transformative justice and social change. They serve all 99 counties in Iowa, and their services are both free and confidential.*

Service include: direct services, community outreach and education, violence prevention and technical assistance.

Polk County Crisis and Advocacy Services

2309 Euclid

Des Moines, Iowa 50310

Office: 515-286-3600

Fax: 515-286-2032

<http://cms.polkcountyiowa.gov/CFYS/pages/crisisAdvocacy.aspx>

Sexual Abuse, Homicide Services

** Polk County Crisis & Advocacy Services (PCCAS) is a division of the Polk County Department of Community, Family & Youth Services that provides assistance to survivors of crime in Polk County regardless of race, gender, age, ethnicity, sexual orientation, physical or mental disabilities.*

Services include: Rape/Sexual Assault Care Program, Intra-Family Sexual Abuse Program, Violent Crime Program, Volunteer Program, Support Groups, Community Educator, Lending Library, and Victim Impact Panels

NISAA

4952 Franklin Avenue
Des Moines, Iowa 50310
Office: 515-288-0881
Fax: 515-244-7424

Domestic Abuse, Sexual Abuse- African Refugee Community

** Nisaa provides direct services to survivors of domestic violence and sexual assault in the African communities in Iowa and perform community outreach and educational services.*

Victim Assistance & Crime Victim Compensation Program

The Polk County Attorney's Office sends a victim packet to all survivors to be returned with the amount of losses due to injury to property damage where a suspect has been identified and charged with the crime. If the defendant is found guilty or pleads guilty to the offense, the Court will order the defendant to pay restitution to the survivor.

For more information, please contact the Polk County Attorney's Office, Restorative Justice Center, 206 Sixth Avenue, Des Moines, Iowa 50309, or call (515) 286-3057.

The Crime Victim Compensation Program provides financial resources for survivors of crime or dependents of victims who died as a result of a crime. It helps survivors with their out-of-pocket costs from crime-related injuries. This program does not require that the suspect be identified and arrested, only that you cooperate in every way possible with the Criminal Justice System toward the apprehension. For help, complete the form located on the Iowa Attorney General Crime Victim Compensation Program website or call (515) 281-5044.

NOTE: While these off-campus counselors and advocates may maintain a survivor's confidentiality vis-à-vis Grand View University, they may have reporting or other obligations under Iowa's state law regarding mandatory reporting to law enforcement in case of minors; imminent harm to self or others; requirement to testify if subpoenaed in a criminal case.

13. Prevention and Education

Grand View University is committed to the prevention and education of the Grand View University community about sexual assault. The following are prevention and education programs to promote the awareness of rape, acquaintance rape, and domestic violence, dating violence, sexual assault, and stalking:

- Primary prevention for all incoming students and new employees
 - Statement that the institution prohibits offenses
 - Student Handbook
 - Faculty Handbook
 - Staff Handbook
 - Get Inclusive Training
 - Definition of domestic violence, dating violence, sexual assault, and stalking
 - Student Handbook
 - Faculty Handbook
 - Staff Handbook
 - Resident Assistant Training
 - Get Inclusive Training

- Definition of consent in reference to sexual activity
 - Student Handbook
 - Faculty Handbook
 - Staff Handbook
 - Resident Assistant Training
 - Creating a Caring Community Presentations and Trainings
 - Impact Leadership session with Athletic Teams
 - Presentations to residential students
 - GV Unplugged
 - Get Inclusive Training
- Safe and positive options for bystander intervention
 - Mentors in Violence Prevention (MVP) Training
 - Sexual Assault Media Campaign
 - Classroom Presentations
 - Residence Floor Meetings
 - Impact Leadership session with Athletic Teams
 - Creating a Caring Community Presentations and Trainings
 - GV Unplugged
 - Get Inclusive Training
 - Engage GV
- Information on risk reduction, to recognize warning signs of abusive behaviors, and how to avoid harming others.
 - Spring Break Awareness
 - Healthy Relationships Education
 - GV Unplugged
 - Proactive Behaviors flyer
 - Get Inclusive Training
 - Engage GV
- Ongoing prevention and awareness campaigns for students and faculty (including the above mentioned)
 - Creating a Caring Community
 - Spring Break Awareness
 - Healthy Relationships Education
 - Get Inclusive Training
 - Engage GV
 - Take Back the Night

The following are a descriptive list of educational opportunities about sexual harassment and sexual assault that take place annually during the academic school year:

- Get Inclusive Training – Required training for all incoming students. Premier online program addressing the critical issues of sexual assault, relationship violence, stalking, and sexual harassment – among students, faculty and staff.

- GV Unplugged- During New Student Days; 1 hour session, event is required of all new students to Grand View. Three vignettes about situations students may find themselves in when transitioning to college – alcohol, acquaintance rape, diversity.
- Healthy Relationships Education – Three days in February focusing on what makes a good and healthy relationship. Students could take a quiz to rate their relationships and examine healthy sexual activity within a relationship.
- Spring Break Awareness Week – Three days in March, the week before Spring Break. Highlights safety on spring break in regards to alcohol, sexual activity and potential of acquaintance rape and sexual assault.
- RA Training – One day training with RA’s on counseling related items. One section that is covered is sexual assault and acquaintance rape and the connection with alcohol use and consent. Review of policy and protocol if a situation occurs.
- Counseling & Intervention - Work with students who have come forward with a sexual assault. Work with community resources (police, Polk County Crisis) with options and next steps for students in those situations.
- Mentors in Violence Prevention Training – Utilizes a leadership and bystander focus on the issues of gender violence prevention to empower others to see their role in prevention and creating a caring community.
- Engage GV – Student group whose mission is to mobilize men to use their strength for creating cultures free from violence, especially men’s violence against women. They aim to stop violence before it ever happens. Instead of helping women reduce their risk of being victims of men’s violence, they focus on helping men use their strength in positive ways in all of their relationships.
- Impact Leadership – Session for student athletes to engage in small group discussion about leadership qualities, how to express these through daily behavior, and consent and sexual responsibility.
- Take Back the Night - Take Back the Night is an international event and non-profit organization with the mission of ending sexual, relationship, and domestic violence in all forms.

Other formal and informal educational experiences will also take place during the academic year. These activities and experiences are announced to the entire student body via email and other marketing avenues.

14. Training and Prevention

Grand View University is committed to the training of the Grand View University community about sexual assault and the prevention of sexual misconduct. The following are training programs conducted on campus for faculty, staff and students to raise the awareness of sexual assault issues and increase the prevention of sexual misconduct:

<u>Type of Training</u>	<u>Frequency</u>	<u>Topics</u>
New Faculty Sessions	August	Policy, Reporting and Awareness
New Staff Sessions	3-4 times/year	Policy, Reporting and Awareness

New Students	1/time/year	Policy, Reporting and Awareness
All Faculty/Staff Sessions	1-2/times/year	Policy, Reporting and Awareness
By-stander Training (selected faculty, staff, and Students)	1 ½-2 day training/ year	Mentors in Violence Prevention Training (by-stander training)
Staff Meetings	1-2 times/year	Awareness Topics, Policy Updates
Faculty Meetings	1-2 times/year	Awareness Topics, Policy Updates
Residence Life Staff Training	1-2 times/year	Policy, Reporting and Awareness, Bystander Intervention
Workshops and webinars for investigators & adjudicators	1-2 times/year	Investigations, Adjudicating, Policy

15. Granting Amnesty

Grand View University's primary concern is the health and safety of its students. Grand View is aware that students are sometimes reluctant to seek medical attention in alcohol- and drug-related emergencies, out of fear that they may face sanctions related to possessing or consuming alcohol and drugs. Because these emergencies are potentially life-threatening, Grand View wants to do what it can to reduce barriers that prevent students from seeking assistance.

Accordingly, students who seek emergency medical attention for themselves or someone else related to the consumption of alcohol or drugs will be referred for substance abuse evaluation and/or treatment, instead of receiving the University-imposed sanctions, for the alcohol- or drug-related policy violation.

Medical Amnesty only applies when a student initiates the call for emergency medical attention and only when the emergency medical attention is needed to address alcohol or drug emergencies. It does not apply when the individual suffering from the alcohol or drug emergency is discovered by a University official (e.g., security, RA, etc.).

Medical Amnesty does not apply to violations of the Code of Student Conduct that are egregious, in the judgment of the Vice President of Student Affairs, including, but not limited to, sexual assault, weapons possession, possession of drugs that induce incapacitation (e.g. Rohypnol or other "date rape drugs"), and all drug offenses beyond mere possession. Grand View strongly encourages survivors who have been sexually assaulted after consuming alcohol or drugs and witnesses to such assaults to come forward without fear of disciplinary action by the University. Grand View strongly encourages students to seek emergency treatment when alcohol poisoning or a drug overdose is suspected.

Miscellaneous Items Related to Sexual Assault

Sexual Assault Public Awareness Events

Public awareness events or other forums (such as "Take Back the Night," the Clothesline

Project, candlelight vigils, protests, “survivor speak outs”) in which students disclose incidents of sexual violence, are not considered notice to Grand View University of sexual violence for purposes of triggering its obligation to investigate any particular incident(s). Such events may, however, inform the need for campus-wide education and prevention efforts, and the University will provide information about students’ Title IX rights at these events.

Anonymous Reporting (*Lighthouse*)

Lighthouse provides an anonymous and confidential way to report inappropriate activity. Reports submitted through *Lighthouse* will be handled as promptly, discreetly, and carefully as a thorough investigation will allow. The University and *Lighthouse* are committed to protecting the anonymity and confidentiality of individuals who submit reports through *Lighthouse*. The system has features such as follow-up questioning to aid our response to reported concerns. You may also be contacted by someone at *Lighthouse* for additional information to aid in submitting a complete report. In addition to simply reporting concerns, people may ask for clarification of University policy or offer positive comments and suggestions that create an informed and supportive atmosphere.

While we encourage you to bring any concerns you may have to the University first, if you are uncomfortable discussing matters with someone on campus, you are invited to utilize our *Lighthouse* reporting system. There is a 24/7 call center at [833-690-0044](tel:833-690-0044) or an on-line reporting option via a link on myView under Campus Life (click [here](#)) or at www.lighthouse-services.com/grandview. You may also e-mail (reports@lighthouse-services.com) or fax (215-689-3885) a report (must include Grand View University name with these reports).

We have more detailed information about *Lighthouse*, how to file a report, and a Q&A sheet on myView (click [here](#)).

Appendix C

Alcohol and Illicit Drug Use Data

Grand View University Crime Statistics:

The following criminal occurrences on campus were reported to Campus Security or the Student Life Office during 2019.

As required by law the Annual Campus Security and Higher Education Act Report and the Alcohol and Illegal Drug Policy are posted at <https://myview.grandview.edu/campuslife/policiesanddisclosures/default.aspx>. after October 1st of each year. Hard copies of the report are also available from the Student Life Office after October 1st of each year.

It should be noted that many crimes go unreported or unnoticed. Crime reports are recorded if official reports are filed and there is reason to believe they are valid. Reports do not suggest conviction, arrests, etc. The crime statistics reported for the last three years reflect those that were reported to the Vice President for Student Affairs, campus security and the Des Moines Police Department. It is important to note that if a crime was not reported, it will not be reflected in the recorded statistics.

Arrests – On Campus	2017	2018	2019
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	1	1	0
c. Liquor law violations	0	0	0

Arrests – On Campus Student Housing Facilities	2017	2018	2019
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	1	1	0
c. Liquor law violations	0	0	0

Arrests – Non Campus	2017	2018	2019
a. Weapons: carrying, possessing, etc.	0	1	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	1	0

Arrests – Public Property	2017	2018	2019
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	3	0
c. Liquor law violations	0	0	0

Disciplinary Actions – On campus	2017	2018	2019
a. Weapons: carrying, possessing, etc.	1	2	1
b. Drug abuse violations	12	33	52
c. Liquor law violations	110	72	92

Disciplinary Actions - On Campus Student Housing Facilities

	2017	2018	2019
a. Weapons: carrying, possessing, etc.	1	2	1
b. Drug abuse violations	12	33	52
c. Liquor law violations	110	72	92

Disciplinary Actions – Non Campus

	2017	2018	2019
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Disciplinary Actions – Public Property

	2017	2018	2019
a. Weapons: carrying, possessing, etc.	0	1	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

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

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

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

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

Location definitions:

Crime Incidents are separated into (4) geographic locations for reporting purposes:

On Campus: Any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution

in direct support of, or in a manner related to, the institution's educational purposes, including residence halls;

and

Property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes (such as food or other retail vendor).

Student Residences: A subset of "on campus" crimes, which includes only those crimes that were reported to have occurred in dormitories or other residential facilities for students on campus.

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

Public Property: All public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used in direct support of or in a manner related to the institution's educational purposes.

Discipline Statistics: Include numbers of students "referred for campus disciplinary action." This is confusing terminology, but a good faith effort has been made by the university to count the number of students who were likely violators of state law (underage) when they became involved in the discipline system.

Student Climate Survey Results (questions regarding alcohol and drug use):

2018 2019

Have you suspected that someone had sexual contact with you when you were unable to provide consent or stop what was happening because you were passed out, drugged, drunk, incapacitated, or asleep? This question asks about events that you think (but are not certain) happened:

Y: 0	%	Y: 0%
N: 0	%	N: 0%

During the school year, did someone have sexual contact with you when you were unable to provide consent or stop what was happening because you were passed out, drugged, drunk, incapacitated, or asleep? This question asks about incidents that you are certain happened:

Y: 11%	Y: 5.56%
N: 89%	N: 94.44%

Just prior to (the incident/any of the incidents), had you been drinking alcohol? Keep in mind that you are in no way responsible for the assault that occurred, even if you had been drinking:	Y: 0%	Y: 66.67%
	N: 0%	N: 33.33%
 If yes, were you drunk?	Y: 0%	Y: 0%
	N: 100%	N: 100%
 Just prior to (the incident/any of the incidents), had you voluntarily been taking or using any drugs other than alcohol?	Y: 0%	Y: 0%
	N: 100%	N: 100%
 Just prior to (the incident/any of the incidents), had you been given a drug without your knowledge or consent?	Y: 0%	Y: 0%
	N: 100%	N: 100%
	Don't Know: 0%	0%
 Did the incident involve: (Check ALL that apply):		
• The other person's use of alcohol?	0%	66.67%
• Your use of alcohol?	40.91%	66.67%
• The other person's use of drugs?	0.00%	0%
• Your use of drugs?	0.00%	33.33%
• None of the above?	100%	33.33%
• No experience	0%	0%

Appendix D

Email Notification of Annual Campus Security and Higher Education Act Report

Grand View University Community,

In 1990, the United States Congress passed legislation commonly known as the Campus Security Act. This legislation is now known as the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.” This law requires institutions of higher education to provide information regarding the institution’s security policies and procedures to faculty, staff, students, and applicants. Grand View University fully supports and complies with the legislation and conveys our campus safety and security information to you in the attached document. You will also find in the attached document Grand View University’s Alcohol and Illegal Drug Policy, Drug Free Workplace and Substance Abuse Policy, and Sexual Assault and Harassment Policy. These policies are also required by law to be made available to faculty, staff, students, and applicants.

This report lists statistics on certain crimes that are reported on campus, but also reports on security policies the University maintains. The act requires campuses to report occurrences of the following crimes and hate crimes: murder/non-negligent manslaughter, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, domestic violence, dating violence, stalking and negligent manslaughter. The act also requires the following arrests and judicial referrals that occur on campus be reported: liquor law, drug abuse and weapons violations. The reports are made available to all current employees, students, prospective students and employees and anyone requesting a copy. In the event of crimes or situations that are considered to pose a threat to the University community, the act requires the University to notify the University community in a timely manner. The Per Mar Security Lead Officer, in consultation with the Vice President for Student Affairs, will make this determination. The University will make timely notice to the University community utilizing options such as the GV Alert system, Grand View email, bulletin boards, and fliers distributed to the University community, etc.

Grand View University is committed to providing safety and security for all students, faculty and staff. While the campus is a comparatively safe environment, it is not immune from the types of crimes that may happen in Des Moines or on other University campuses. Effective safety and security, therefore, requires cooperation and assistance from everyone. All members of the campus community must assume responsibility for the safety and security of themselves, their neighbors, and their belongings. Grand View University believes that the primary responsibility for the safety of its students rests with the students themselves. As adult citizens, students on the campus are expected to conduct themselves in such ways as to lessen their vulnerability to harassment or attack.

Similarly, residents of residential halls are expected to safeguard themselves against unwanted intrusion in much the same way that members of residential houses, apartments, etc., do. They are expected to cooperate with University rules, regulations and procedures which have been designed to enhance safety and security, and to understand that actions which jeopardize the potential well-being of others will be subject to severe disciplinary action. Grand View University attempts to provide living units that are safe and secure. The University staffs the residence halls with residence hall directors and resident

assistants all of whom accept responsibility in working with residents to provide a safe and secure living environment.

The University assumes no responsibility for theft, damages, or loss of money, valuables, or personal property. Suspicious activity or possible campus crime should be reported to campus security (263-6000) or the Des Moines Police immediately (emergency numbers are listed at the end of the attached document). Other common-sense precautions should also be followed, such as locking office and room doors when unoccupied, keeping valuables stored in a safe area, and practicing personal safety. The University does, however, accept a responsibility to provide a living and working environment that enhances the safety and security of community members in ways that go beyond the services normally provided by the typical residential community.

Grand View University also attempts to provide the essential safety and security systems and equipment for its classroom buildings and gives special attention to potentially "high risk" areas, such as laboratories. Again, the University expects those using these buildings to follow a highly responsible level of attention to safety and security measures on their own initiative.

Grand View University conducts educational sessions to promote the communities awareness of safety and security related topics. The sessions include the following topics and areas: personal safety, general safety, travel safety, self-defense and crime prevention. These educational sessions are held at least once a year. The programs are designed to assist the student with increased knowledge and skill level to be used now and in the future.

As required by law the Annual Campus Security and Higher Education Act Report, the Alcohol and Illegal Drug Policy, and the Sexual Assault and Harassment policies are posted at <https://myview.grandview.edu/campuslife/policiesanddisclosures/AnnualCampusSecurity/default.aspx>. The attached Annual Campus Security and Higher Education Act Report and the current Grand View University Student Handbook can also be found at this website. A paper copy of reports and policies are made available upon request to Dr. Jay Prescott, Vice President for Student Affairs (263-2885).

Sincerely,

Jay Prescott

Dr. Jay Prescott
Vice President for Student Affairs
Grand View University
1200 Grandview Ave.
Des Moines, IA 50316
jprescott@grandview.edu
(515)263-2885

South side of the Johnson Wellness Center - 1500 Morton
West of the library - 1350 Morton
Lutheran Memorial Church parking lot - 1201 Grandview Avenue
North of Humphrey Center - 1200 Grandview Avenue
Grand View Lutheran Church parking lot - 2930 13th Street
East of Elings Hall - 1005 Boyd Street
South of the Science Annex building - 2822 9th Street
East of the Petit building - 29219th Street
Langrock Suites Elevator
L-Apartments Elevator
Rasmussen Building Elevator
Humphrey Center Elevator
Jensen Hall Elevator
North Johnson Wellness Center Elevator
South Johnson Wellness Center Elevator