

Grand View University Annual Campus Security and Higher Education Act Report 2022

Safety and Security at Grand View University

Introduction:

Grand View University is committed to providing a safe and secure campus 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 college 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. 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 or the Des Moines Police immediately (emergency numbers are listed in the back of this 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.

Grand View University believes that the primary responsibility for the safety of its students rests with the students themselves. As adult citizens, students on campus are expected to conduct themselves in such ways as to lessen their vulnerability. 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 disciplinary action.

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. 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 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.

The University conducts educational events and programming to promote the community's awareness of safety and security related topics. The titles of these educational events and programming vary from year to year but cover the following topics and areas: personal safety, general safety, residence hall safety, travel safety, self-defense, and crime prevention. These educational events and programming are held at least once a year. The University also includes a session on safety at Grand View during New Student Days. The programs are designed to assist the student with increased knowledge and skill level to be used now and in the future.

In 1990, the United States Congress passed legislation called the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act," more commonly known as the Campus Security Act or Clery Act. This law requires institutions of higher education to provide information regarding the institution's security policies and procedures to faculty, staff, students, and prospective students and employees.

The Clery Act requires campuses to report occurrences of the following crimes: Murder/Non-negligent manslaughter, sexual offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, negligent manslaughter, domestic violence, dating violence, and stalking. The act also requires the following arrests and conduct 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 PerMar Director of Safety and Security, in consultation with the Senior Student Affairs Officer, will make this determination. The University will make timely notice to the University community utilizing the campus alert system known as GV Alert.

Campus Security:

The primary security operations for Grand View University have been subcontracted to PerMar Security, 309 Court Ave, Suite 221, Des Moines, IA, 50309, (515-724-7922). However, the administrative offices at Grand View University responsible for security are the Senior Student Affairs Officer and the Vice President for Administration and Finance. The Vice President for Administration and Finance receives general security reports, oversees monetary considerations and contracts, and collaborates with the Senior Student Affairs Officer on general campus safety and security concerns.

The Senior Student Affairs Officer coordinates reports for the campus community, and specifically for residence halls, campus houses, incident reports on persons creating a campus concern, and compiles general security information for reporting procedures annually. PerMar Security officers are assigned to either the campus roving officer patrol or the Johnson Wellness Center security post. The PerMar Security officers are non-commissioned personnel; therefore, they do not have the power to arrest or permission to carry weapons. The security officers are in radio contact with a PerMar Security patrol officers and are able to summon assistance.

The Des Moines Police Department is responsive to campus needs and has an excellent working relationship with campus officials and security personnel. We provide local law enforcement with information about activities of concern taking place on the campus. Local law enforcement provides the University with information as allowed legally in reference to incidents of concern to the University. There is a Neighborhood Based Service Delivery Des Moines Police Officer assigned to Grand View University, but there is no guarantee that complete information will or can be given to the University by law enforcement.

Duty and Responsibility to Reporting Crime on Campus:

Some Grand View University employees are designated as Campus Security Authority (CSA) in connection with their jobs at the University. These individuals are required by the Clery Act to immediately report to Campus Security if any person reveals to them that they have been the victim, witness, and/or perpetrator of any incident that might involve a crime. The definition for an individual designated as a Campus Security Authority: An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

Examples of CSAs at Grand View University include but are not limited to:

- Campus Security Staff
- University Administrators
- Senior Student Affairs Officer and Staff

- Residence Life Director and Staff (including Resident Assistants)
- Advisors to Recognized Student Organizations
- Director of Athletics and Athletic Team Coaches (including Assistant Coaches)
- Student Center Staff

Grand View University Counselors and Campus Pastors, when acting as such, are not considered to be Campus Security Authorities (CSA) and are not required to report crimes for inclusion into the annual disclosure of crime statistics. Grand View University Counselors and Campus Pastors are encouraged, if and they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. Pursuant to the Clery Act, CSA employees cannot promise anyone that information regarding crimes will be kept confidential and should advise those seeking confidentiality to consult with the Counseling Center or the Campus Pastors.

If any person reveals to a CSA that they have been the victim, witness, and/or perpetrator of any incident that might involve a crime, the CSA must immediately provide details to Campus Security at 263-6000 or report according to the established reporting requirements of their area of duties (e.g., Residence Life Staff).

Faculty members are generally not considered mandatory reporters under federal law. However, faculty who also serve as administrators or who serve as advisors to recognized student organizations are considered CSAs at Grand View University and therefore do have a duty under the Clery Act to immediately report crimes to Campus Security.

Reporting a crime to Campus Security does not necessarily mean that charges will be filed. Instead, it allows the victim, witness, or perpetrator to discuss with Campus Security options for handling an incident and helps University officials obtain accurate information for federally required statistical reporting. Please be sure to provide Campus Security with the individual's correct name and contact information.

Finally, even where there is no federal law duty to report a crime, Grand View University encourages all employees to always notify students and co-workers before receiving any information regarding a potential crime of the duty to report to Campus Security any matters where either a crime may have occurred, is likely to occur in the future, or where mental or physical well-being may be threatened. Failing to report such matters often means that persons in trouble are less likely to get needed help.

Crime Prevention/Awareness Programs:

Grand View University would much rather prevent a crime or injury than react to it after the fact. For that reason, the University administers many programs designed to encourage students and staff to be responsible for their own safety. The following are examples of programs and notification systems:

1. *Orientation Program:* The University offers crime prevention programs for students during new-student registrations, New Student Days, and through various residence hall programs. These programs include tips to keep yourself and your property safe and secure.
2. *Campus Escort Service:* Students are encouraged to utilize an escort from a campus security officer when walking alone on campus during hours of darkness. To request a campus escort, contact Campus Security (263-6000). They will assist, however you may need to wait for assistance if it is not an emergency situation.
3. *Campus Safety Notices:* Timely notices will be given to the campus community when any actual or potential crime is considered to be an active or on-going threat.
4. *Campus Lighting:* The University maintains exterior lighting to minimize dark areas used by pedestrians on campus. All facilities on campus are accessible by lighted sidewalk routes.

5. *Crime Prevention Materials:* Crime prevention materials are made available throughout the year. Students and staff are annually provided information related to the Clery Act and campus security procedures via this report. Safety and security tips for the prevention of crime are also provided.

Crime Prevention Recommendations:

Your assistance is needed to make the campus environment secure and safe. Precautions should be taken for yourself and with your possessions.

Protect Yourself

1. Call campus security, the Director of Residence Life, Associate Director of Residence Life, Hall Directors, or Resident Assistants. No matter how trivial an incident may seem, no matter how harmless an unknown visitor may appear, let the appropriate person(s) know about the event and circumstances. Campus Security can be reached on campus by dialing 263-6000.
2. In case of fire or if an ambulance is needed, you should first call 911. When a 911 call is initiated, the address from which the call is made appears on the emergency screen; crews will respond promptly to that address. Follow that call with a call to Campus Security by dialing 263-6000. You can also call the Director of Residence Life, Associate Director of Residence Life, Hall Director, Resident Assistant, and/or Senior Student Affairs Officer.
3. If you must walk on campus and/or if you jog/exercise, do not do so alone. Find a partner with whom to exercise and/or walk with to your car and/or residence hall. If you are on campus and an escort is needed, call 263-6000. They will assist; you may have to wait for assistance if it is a non-emergency situation. Walk in well-lighted area and away from bushes. Tell someone where you are going and/or send a text with your expected arrival and/or departure time.
4. Pull drapes, curtains, blinds, and/or shades.
5. If you think you are being followed either by a person on foot or in a car, go immediately to a well-traveled, heavily used area. If you are close to a building with people inside, go in, call security, and remain at the location. If you believe you are being stalked, contact the Senior Student Affairs Officer immediately. The Senior Student Affairs Officer, Campus Security, and the Des Moines Police Department will attempt to assist you in addressing the situation.

Protect Your Property

1. Lock your doors and windows. Most thefts occur in unlocked rooms. Locking the door to your room or car protects the contents from theft. If you have a problem with your campus lock, report it to the Resident Assistant and/or Hall Director immediately.
2. Locked cars do not keep thieves away from your property. Place all valuables in your trunk and/or an area which cannot be readily seen. When sound equipment, computer equipment, telephones, and other personal property of perceived value are visible, your car becomes a potential target; this is especially the case at the beginning of the semesters, with inclement weather, and/or after holidays. The University and Campus Security work closely to patrol the parking areas, however, each parking area is not under 24-hour guard. Protect your property with the steps outlined above. A car can be broken into and stripped within 30 to 45 seconds. If you intend to report a theft to your insurance company, you must file a police report.
3. If you see someone suspicious in a building, residence, parking lot, and/or on campus, call security. Give a description, location, and the reasons for your suspicion. Security can locate and investigate their intentions.

Salespersons are not allowed in residence halls and/or buildings without the permission from the Senior Student Affairs Officer.

4. Keep an eye on your laundry. Clothing left in the laundry rooms can be removed if left unattended.
5. Keep your key on your person at all times. Do not lend your keys to anyone. If your key to a campus facility (residence, office, door) is lost, report it as missing to the Director of Residence Life, Associate Director of Residence Life, Hall Director or/Resident Assistant. Locks will be changed for a fee.
6. Mark your belongings. Call the Des Moines Police Department for an identification number and engrave it on your property. Police can then identify stolen property as yours. If you intend to report a theft to your insurance company, you must file a police report.
7. If you are attacked, robbed, or accosted, report it. If the Des Moines police are involved, request the case number. Give the case number information to Campus Security and/or the Student Life Office as these offices have the responsibility to inform the campus of potential danger.

Procedure:

You will need to give a description, number of people involved, location, details and circumstances, and license number (if applicable). Reporting a crime is essential to campus security and safety. Police and/or security can fit your incident into a pattern developing on the campus, in the neighborhood, and/or city. Reporting the crime is the avenue to keep the same person from harming, stealing, and/or hurting another person.

Reporting Crime on Campus:

Any campus emergency during office hours (Monday-Friday, 8:00 am- 4:00 pm) should be reported immediately to Des Moines Police (911), Campus Security (263-6000) and/or the Student Life Office (263-2885). Any person(s) involved in a security incident (emergency or non-emergency) should also complete an Incident Report and return it to the Student Life Office. The Director of Residence Life, Associate Director of Residence Life, Hall Directors and Resident Assistants are instructed to report incidents immediately; when incidents are deemed an emergency, questionable, or disruptive in nature, the Senior Student Affairs Officer or designee is contacted. When necessary, local or state police assist in investigations.

Grand View University encourages all crimes be reported to the Student Life Office as soon as possible. The University strives to make reporting as easy as possible by providing reporting options. The University has campus safety personnel on duty 24 hours a day. The Security Office is located on the first floor of the Johnson Wellness Center.

Interior campus phones are placed in academic buildings at various locations. The Campus Security Office can be accessed via these campus phones by dialing 263-6000. Police, fire, and EMS assistance can also be accessed via these phones by dialing 9-9-1-1. Off campus reporting can be accomplished by calling the Campus Security Office at 515-263-6000

Campus safety personnel will respond to all emergency or non-emergency calls. Officers will evaluate information and make proper written reports and in certain cases make immediate contact with the proper University administrator. University staff encourage reports of crimes be made with local law enforcement agencies to fully investigate the matter.

Annual crime statistics in compliance with the Clery Act are prepared annually and distributed no later than October 1 by the Student Life Office in cooperation with Campus Security, Residence Life, local police, and

other campus offices that may have knowledge of criminal activity. Crimes may be reported on a confidential (not to be construed as anonymous) basis requesting inclusion in the annual crime statistics, to the Counseling Office, Campus Pastor, Campus Security and/or the Student Life Office. In this case, confidential reporting shall be defined as incident reports that are filed or verbally reported, and deemed to be legitimate, but for which no particular action is requested by the reporting party or required by the University.

Timely Warnings:

In the event of crimes or situations that are considered to pose a threat to the University community, the University is required to notify the University community in a timely manner. If there is an immediate threat to the health or safety of students or employees occurring on campus Grand View will follow their emergency notification procedures using the GV Emergency Alert System.

The determination to issue a timely warning will be made when reports come to the attention of the Director of Campus Safety or the Senior Student Affairs Officer. If a significant emergency or dangerous situation involving an immediate threat is confirmed, the University will issue a timely notice to the University community utilizing GV Alert. The University will, without delay, and taking into account the safety of the community, determine the segment(s) of the campus to receive the notification, determine the content of the notification, and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Emergency response and evacuation procedures are tested at different times during the school year. Documentation for these tests is kept by the Director of Campus Safety and reviewed by the Emergency Response Team. A Crime Log is available for viewing in the Student Life Office Monday - Friday between the hours of 8:00 am and 4:00 pm, by request, but names of people involved in the incidents will not be revealed.

Security and Access to Campus Facilities:

Campus facilities are open to students, employees, and guests during normal business hours. Our size and location have not made a formal policy necessary for identification and admission of visitors into campus buildings (except residence halls and the Johnson Wellness Center). Students, faculty, and staff are requested to notify the Student Life Office, campus security officers, or the Des Moines police of any suspicious persons or circumstances.

University personnel continually monitor the campus for irregularities, needed repairs, and maintenance of campus facilities, landscaping, grounds-keeping, and outdoor lighting. Campus security personnel file a written report on problematic areas (e.g., lights, unlocked doors, general safety hazards) and share this information with campus maintenance personnel. Security is a major factor in all landscape and lighting designs; periodic input is sought from outside agencies as an additional guide in evaluating campus needs.

Campus housing at Grand View University includes two apartment complexes, two student suite complex housing, and two traditional residence halls. Residential facilities are monitored by live-in residence hall staff including a professional staff of three Hall Directors and seventeen Resident Assistants. The residential life staff receive basic security training and educational sessions in emergency procedures and crime prevention. Training is provided prior to the beginning of the school year as well as through weekly meetings with the Director of Residence Life, occasional meetings with other Student Life staff, and in-service training programs conducted throughout the year.

Standard locking mechanisms are used to secure doors and windows in student residence hall rooms; each resident is given a key for personal room entry. Residents are urged to use and lock doors whenever they leave the room for any purpose and/or when in the room. Hall/floor meetings are held at the beginning of each

semester in every hall to inform residents about housing security and enforcement procedures. In addition, specific safety and security programs are held throughout the year (e.g., fire/tornado safety, acquaintance rape, hostile environments, substance abuse, personal safety, etc.).

The outside doors in the Langrock and Hull Suites, the Hull and L Apartments, and Nielsen Hall will be locked 24 hours a day. The Knudsen Hall lobby is accessible to the general Grand View community from 7 am until 7 pm. Access to Knudsen Hall hallways and resident rooms is secured 24 hours a day. Classes are held in the basement of the L Apartments and access to these classrooms are possible at different times during the regular business day. All residents are issued a room key and permitted access to appropriate residential buildings through their Grand View ID Card. A charge will be assessed if a key is lost or not returned at the announced deadline. A student's check-out will not be considered complete until all keys have been returned. Duplicate keys threaten the security of everyone in the hall and will not be tolerated. Disciplinary action will be taken in this situation. Legal action may also be taken against the vendor providing the duplicate key.

If a student is locked out of his/her residence hall room, campus security has access to a master key to open the room. There will be a charge for this service. Unauthorized locks may not be put on room doors. Any change or addition of locks must be done by the physical plant department personnel and only by request of the Senior Student Affairs Officer.

Access to academic buildings is limited to hours of operation of that building with hours differing for each building. After hours use by students is prohibited unless special permission is received from a university official in advance. Key control for the University is the responsibility of the Director of Buildings and Grounds.

All guests in residence halls must have a student host and are subject to university regulations. The host is responsible for the actions of and/or any damages caused by the guest. Except for guests sponsored by the University, guests are permitted in the halls with the permission of the Director of Residence Life and may not stay more than three consecutive nights. If a roommate objects to the presence of an overnight guest, the guest may not spend the night.

Emergency Response and Evacuation Procedures:

Upon the confirmation of a significant campus emergency or dangerous situation involving an immediate threat to the health or safety of students or staff, Grand View will immediately notify the campus community in the following manner (unless issuing a notification will compromise efforts to contain the emergency):

- GV Alert – Multimodal electronic communication service that allows Grand View to inform students, faculty and staff of emergency situations by cell phone, text messaging, work phone, home phone, email, and voice mail. This system announces the emergency situation and indicate the proper precautionary actions and/or evacuation procedures the Grand View community should take.
- Emails will be sent to all students, staff, and faculty announcing the emergency situation and indicating the proper precautionary actions and/or evacuation procedures the Grand View community should take.
- Handheld radios located throughout campus and carried by campus security and maintenance crews will be used to notify every building on campus and inform the campus community of any necessary actions.
- Every building is also equipped with bullhorns for use to notify everyone in the building of proper actions to take, including evacuation procedures if necessary.
- The campus security vehicle is outfitted with a loudspeaker system and will make outside notification of an emergency on campus.

Currently tornado and fire instructions are posted in offices and classrooms across campus, and an Emergency Response poster is posted in classrooms and offices throughout campus. Emergency response instructions and information is also available on myGVU: <https://mygvu.grandview.edu/groups/251/files>.

Grand View currently tests and drills for emergency response in the following areas:

- Fire – All residential facilities practice evacuation fire drills once in the fall semester and once in the spring semester.
- Tornados – The entire campus participates in a tornado drill every April.
- Regular checks are made by campus security to make sure all radios and bullhorns are in working condition and placed in the proper location.

Evacuation of Employees/Students with Special Needs

Evacuation of persons with disabilities who are otherwise ambulatory, such as vision or hearing impaired, should take place normally with other building occupants. They may benefit from an escort and instructors or supervisors should provide an escort from the area.

Evacuation of people who are dependent upon equipment for their mobility should not use elevators unless directed to do so by the Des Moines Fire Department. Individuals that cannot evacuate the building should proceed to the nearest safe stairway with prearranged escorts. Once the stairs have begun to clear of other evacuating people, the mobility-impaired person and escorts should enter the stairwell and evacuate the individual. Fire and police personnel will assist with the evacuation if necessary.

If the stairwell becomes smoke-filled or unsafe, move back into the building and proceed to another usable stairway. If no other stairway is available, find a room that is tenable, close the door, and phone 9-911 for assistance.

Wheelchairs

Wheelchairs should normally be left behind in an evacuation. Discuss evacuation with the user first. If the person in the wheelchair has had experience with evacuation, they should be able to provide and explain their preferred method of evacuation. Without their wheelchair, persons with impairments will need continuing support and assistance.

Evacuating a person up or down stairs while they are seated in a power wheelchair should not be attempted. The battery is usually located at the lower back of the wheelchair, making it difficult to tilt the chair backwards for ascent or descent of stairs. In addition, power wheelchairs are extremely heavy. Do not use a power wheelchair to evacuate the person, find another means. Instructors/supervisors should assign several assistants to evacuate the person and the wheelchair.

Things to Remember about Wheelchairs:

- There are many different types of wheelchairs.
- They have many movable or weak parts that are not built to withstand the stress of lifting.
- Remove batteries from an electric wheelchair before attempting to transport it.
- *If you are evacuating someone in a wheelchair equipped with a seatbelt, secure the person in the chair.*
- If the chair must be left behind, be sure it does not block or obstruct doorways, stairs, or passage ways. Even if you are the last to evacuate, an emergency worker could sustain an injury.

Reminders to Persons with Physical Impairments

- Take control without depending on others to take the first step.
- Don't be afraid to let others know when you need assistance.

- Don't hesitate to communicate what your special needs are in order to make the evacuation easier and safer for you and your assistant.
- Plan ahead. Be prepared. Know what you are going to do before an emergency arises. Make a plan and then test it. Determine what your alternatives are.
- When you enter an unfamiliar building, locate the most available telephones, exits and ramps, enclosed stairwells (determine if landings are large enough for wheelchairs), rooms that would make good areas of refuge, fire alarm pull stations, and fire extinguishers.
- Never take an elevator in a building evacuation, unless directed to do so by the fire department.

Crime Definitions

The definitions listed are taken from the Federal Bureau of Investigation Uniform Crime Reporting (UCR) Handbook and used to classify the criminal offenses listed under Crime Statistics reported below:

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

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

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

Dating Violence: - Violence by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the following factors:

- The length of the relationship.
- The type of relationship.
- The frequency of interaction between the persons involved in the relationship.

Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabiting with, or has cohabited with, the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under domestic or family violence laws of the jurisdiction in which the crime of violence occurred; by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Drug Abuse Violations: Violations of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics that can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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

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

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

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

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

Sexual Assault (Sex Offenses) – Forcible: Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

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

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.

Weapons Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc. of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the above.'

Hate Crimes:

Hate Crimes include, by geographic location and by category of prejudice, any of the aforementioned offenses, and any other crime involving bodily injury reported to local police agencies or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported:

Race: A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, blacks or African American, whites).

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

Sexual Orientation: A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

Gender: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender (e.g., male or female).

Gender Identity: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity (e.g., bias against transgender or gender non-conforming individuals.)

Ethnicity: A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

National Origin: A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

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

For Clery Act purposes, Hate Crimes include any of the following offenses that are motivated by bias: Murder and Non-negligent Manslaughter, Sexual Assault, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Larceny-Theft, Simple Assault, Intimidation, Destruction/Damage/Vandalism of Property. Note that Larceny-Theft, Simple Assault, Intimidation, Destruction/ Damage/Vandalism of Property are only included in Clery Act statistics if they are Hate Crimes.

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).

1003 Grandview Ave	Viking House
1101 Grandview Ave	Jensen Hall
1105 Boyd	Maintenance Shop
1200 Grandview	Humphrey Center
1204 Grandview	Ed/En Bldg
1300 Morton	Krumm Business Center
1330 Morton	Cowles Comm Center

1350 Morton	Library Building
1500 Morton Ave	Johnson Wellness Ctr
1500 Morton Ave	Shed
1510 E Sheridan Ave	Press Box
1557 E Sheridan	Practice Field
2800 East 14th St	Rasmussen Center
2811 E 14th St	Student Center
2811 E. 14th St	Jensen Pedestrian Bridge
2813 E 9th	Elings Hall
2822 E. 9th Street	Science Annex
2915 E 9th St	Woodshop /Storage
2921 E 9th St	Pettit Building (Office)

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

1435 Hull	Langrock Suites
1500 Morton Ave	Knudsen Hall
1505 Hull	Hull Apartments
1505 Hull	Hull Suites
1513 Hull	Nielsen Hall
2855 E. 14th St	L Apartments

Noncampus 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.

0 Arthur Avenue	property
1002 Boyd	property
1008 Boyd	House & Garage
1100 Boyd	property
1108 Boyd	House
1112 Boyd	House & Garage
1300 Boyd	property
1301 Boyd	House & Garage
1301 Morton	property
1305 Morton	House & Garage
1308 Boyd	House & Garage
1309 Boyd	property
1309 Morton	House & Garage
1315 Morton	property
1316 Morton	House & Garage

1317 Morton	property
1321 Morton	property
1322 Boyd	property
1329 Morton	property
1332 Boyd	House
1333 Boyd	property
1340 Sheridan	property
1344 Boyd	House
1345 Morton	property
1348 E Sheridan Ave	property
1351 Hull	property
1352 Boyd	property
1353 Morton	property
1358 Boyd	property
1560 E Sheridan Ave	House & Garage
1578 E Euclid Ave (Eastgate)	Car Wash
1591 E University	Williams Stadium (Locker Room)
2600 E 14th	property
2602 Idaho St	House & Garage
2608 Idaho St	House & Garage
2721 E 9th Street	property
2725 E 9th	property
2901 E 9th	House & Garage
2909 E 9th	property
2914 14th St	property
3839 E 14 St	Viking Events Center
905 Hull	property
909 Grandview Ave	property
914 Boyd	House & Garage
915 Grandview	property

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.

Grand View University Crime Statistics:

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 USC 1092(F) of 1990, Grand View University prepares and distributes its Annual Campus Security Report. This report includes statistics for the previous three calendar years concerning reported crimes that occurred on campus, in certain off-campus buildings or properties owned or controlled by Grand View University, and on public property within, or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters.

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 calendar years reflect those that were reported to institutional officials and campus security. It is important to note that if a crime was not reported, it will not be reflected in the recorded statistics. A complete listing of campus safety and security policies, as well as, the complete Crime Statistics Report can be found on the Grand View University website at: <https://www.grandview.edu/about/policies-disclosures> (under Disclosure Reports) and is also available in hard copy upon request at the Student Life Office, located in the Student Center. The report is released by October 1st each year.

Criminal Offenses – On Campus	2019	2020	2021
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	1	2	2
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	1	0	0
i. Burglary	10	4	0
j. Motor vehicle theft	3	1	2
k. Arson	0	0	0

Criminal Offenses – On Campus Student Housing Facilities	2019	2020	2021
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	1	2
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	1	0	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0

Criminal Offenses – Non-Campus	2019	2020	2021
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	0	0	0
i. Burglary	1	0	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0

Criminal Offenses – Public Property	2019	2020	2021
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	0	0	0
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	1	0	0
i. Burglary	0	0	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0

VAWA Offenses – On Campus	2019	2020	2021
a. Domestic Violence	0	0	0
b. Dating Violence	0	1	0
c. Stalking	0	0	0

VAWA Offenses – On Campus Student Housing Facilities			
	2019	2020	2021
a. Domestic Violence	0	0	0
b. Dating Violence	0	1	0
c. Stalking	0	0	0

VAWA Offenses – Non-Campus	2019	2020	2021
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

VAWA Offenses – Public Property	2019	2020	2021
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

Arrests – On Campus	2019	2020	2021
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Arrests – On Campus Student Housing Facilities	2019	2020	2021
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Arrests – Non-Campus	2019	2020	2021
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Arrests – Public Property	2019	2020	2021
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Disciplinary Actions – On campus	2019	2020	2021
a. Weapons: carrying, possessing, etc.	1	1	2
b. Drug abuse violations	52	38	43
c. Liquor law violations	92	102	67

Disciplinary Actions - On Campus Student Housing Facilities	2019	2020	2021
a. Weapons: carrying, possessing, etc.	1	1	2
b. Drug abuse violations	52	38	43
c. Liquor law violations	92	102	67

Disciplinary Actions – Non-Campus	2019	2020	2021
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	2019	2020	2021
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

Unfounded Crimes	2019	2020	2021
Totally Unfounded Crimes	2	1	0

Hate Crimes	2019	2020	2021
Total Hate Crimes	0	0	0

If you have questions or concerns about any of the statistics stated in this document, please call the Senior Student Affairs Officer, (515) 263-2885. Crime statistics and crime rates are available upon request by writing to the Senior Student Affairs Officer, Grand View University, 1200 Grandview Avenue, Des Moines, Iowa 50316-1599.

Missing Person Reporting Procedures

Missing Person Reporting:

As an institution providing on-campus student housing, Grand View is required to provide a notification policy for reporting a missing student who resides on-campus. Due to the University’s obligation to investigate and act to resolve missing person incidents, confidentiality will be afforded to the extent the facts warrant and the law permits. Institutional authorities who are involved in the investigation are not likely to be able to keep incidents completely confidential. Students reporting the missing person will be given the opportunity to provide confidential contact information for a person to be notified in the event the student is officially reported as missing. If campus security officials determine that a student for whom a missing person report has been filed has been missing for more than 24 hours, then within the next 24 hours they will:

- Notify the individual identified by the student to be contacted in this circumstance;
 - If the student is under 18 years old, notify a parent or guardian; and
 - In cases where the student is over 18 and has not identified a person to be contacted, notify appropriate law enforcement officials.

Any member of the University community can report a missing person and are strongly encouraged to do so. Other students and/or employees of the University who receive notification of a missing person should encourage the person reporting the student missing to contact one of the following:

- Senior Student Affairs Officer
- Director of Residence Life
- PerMar Director of Safety and Security

Sex Offender Registry and Access to Related Information

Sex Offender Registry:

Incarceration may remove a sex offender from the streets, but it does nothing to prevent the offender from committing another crime when released. The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, went into effect October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. The state of Iowa maintains an internet registry located at <http://www.iowasexoffender.com/>

Annual Fire Safety Reports on Student Housing

Annual Fire Safety Reports:

Residence Life conducts two mandatory, supervised fire drills during the academic school year. Educational sessions are held at the beginning of the semester with all residential students to review the policies and procedures for fire safety and evacuation of campus residential facilities. The burning of candles and incense is not allowed in any campus building including the residence halls, and student suites and apartments. Halogen lamps, space and electric heaters, hot plates, electric skillets, firearms, fireworks, and explosives are not permitted due to the potential fire hazard. Tampering or damaging fire safety equipment is a violation of state law and violators may be prosecuted and/or fined. Due to the severity of a tampering violation, students will face the following sanctions or fines and a meeting will be held with the Residence Life Staff:

- Burning candles and/or incense violation: \$20.00 Fine
- Fire Safety Equipment Tampering Violation: \$200.00 fine plus the maintenance cost of cleaning, repairing or replacing / Fire safety-related essay.

Fire evacuation education and practice will be held on a regular basis. All residents must vacate the building upon hearing the alarm, and not re-enter until an ALL CLEAR is given by staff. Failure to cooperate in evacuation of the building is a violation of state law and violators may be prosecuted and/or fined. If a fire alarm sounds, it is critically important for evacuation to occur quickly and safely. Your safety is of the utmost importance to the Residence Life Staff. During a fire situation, it is important to stay calm and exit the building in an orderly fashion. Evacuation information is located on the inside of your door. Please refer to this information and become educated in our evacuation process. It is essential that you evacuate the building and relocate in the parking lots away from the building.

The entire campus is smoke free, including all residential facilities. Students found in violation the smoking policy are subject to the sanctions.

Fire Log Statistics

Fire logs are chronological lists of fires occurring in Grand View University residential facilities during a calendar year. The logs list the date, time, incident number, general location, nature of incident, cause, number of deaths, number of injuries requiring treatment, and dollar loss.

Definitions:

Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Cause of Fire: The factor or factors that give rise to a fire. The causal factors may be but are not limited to the result of intentional or unintentional action, mechanical failure or act of nature.

Fire Related Injury: Any instance in which a person is injured as a result of a fire, including any injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from dangers of the fire. The term "person" may include students, employees, visitors, firefighters, or any other individuals.

Fire Related Death: Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue or escaping from dangers of fire, when death occurs within one year of injuries sustained as a result of the fire

On-campus Residential Facilities for 2019 - 2021:

Student Housing Facility	Date Occurred	Time Occurred	Number of Incidents	Nature of Incident	Cause	Number of Deaths	Number of Injuries Requiring Treatment	Value of Property Damaged by Fire
Knudsen Hall	—	—	—	—	—	0	0	0
Nielsen Hall	—	—	—	—	—	0	0	0
Langrock Suites	—	—	—	—	—	0	0	0
Hull Apartments	—	—	—	—	—	0	0	0
L Apartments	—	—	—	—	—	0	0	0

Description of On-campus Housing Facility Fire Safety System (including fire sprinkler system):

Knudsen Hall – Smoke detectors in each room, hallway and common space, fire extinguishers on each floor, fire hose on each floor, fire alarms on each floor, no fire sprinkler system.

Nielsen Hall – Smoke detectors in each room, hallway and common space, fire extinguishers on each floor, fire hose on each floor, fire alarms on each floor, no fire sprinkler system.

Langrock Suites – Smoke detectors in each room, hallway and common space linked to local fire department, fire extinguishers on each floor, fire alarms on each floor linked to local fire department, fire sprinkler system throughout building.

Hull Apartments and Suites – Smoke detectors in each room, hallway and common space linked to local fire department, fire extinguishers on each floor, fire alarms on each floor linked to local fire department, fire sprinkler system throughout building.

L Apartments – Smoke detectors in each room, hallway and common space linked to local fire department, fire extinguishers on each floor, fire alarms on each floor linked to local fire department, fire sprinkler system throughout building.

All fire equipment is checked every year according to the local and state fire codes and inspections are made by local fire enforcement agencies according to the standards set by the local and state codes.

Fire Identification, Notification, and Emergency Evacuation Procedure:

A fire emergency exists if a fire is suspected or discovered, or when smoke is discovered, or the alarm is heard. Remember RACCEE. The following steps must be taken:

- **R**emove those in immediate danger. Close the door to room where fire is located.
- **A**ctivate fire alarm.
- **C**all 9-911 and report the following information:
 - Your name
 - Building name and address

- Floor and room number if known
- Phone number you called from
- **C**lose all doors and windows in the surrounding areas.
- **E**xtinguish the fire if possible.
- **E**vacuate the building via the nearest and safest exit. Be familiar with the evacuation maps in the building.

Identification/Notification: If anyone smells smoke, sees fire or smoke, they should immediately activate the alarm to evacuate the building. Even if the fire is known to be small, the alarm should be activated immediately. The fire could grow quickly and endanger building occupants. All building occupants should be familiar with fire alarm pull station locations. After activating the fire alarm, the person discovering the fire should immediately call “9-911” from a **safe** location and provide the emergency dispatcher with the name and location of the building and information about the fire. After the alarm has been sounded and the fire has been reported, an attempt should be made to extinguish the fire if it is small and it can be extinguished without exposing oneself to injury. Portable fire extinguishers are available for use. Otherwise, evacuate along with others and stand by to tell officials the exact location of fire and other pertinent information.

Evacuation: The primary concern in the event of a fire is to evacuate everyone from the building as quickly as possible. In order to accomplish this, occupants must be prepared in advance for quick and orderly evacuation. Meetings will be held with all employees to explain, in detail, evacuation procedures. When the fire alarm sounds, immediate evacuation is required.

Individual Instructions: When the alarm sounds and you are in a room with a closed door, touch the door lightly with the back of your hand. If the door is **hot**, do **not** open it. Remain in the room. If on ground level, carefully exit through the window, if possible. If on an upper floor, call 9-911 and give the room number. Place wet towels, sheets, coats, or other materials around the door to block smoke and heat from entering the room. Next, if a window is present, open it between six to eight inches to allow fresh air in and drape clothing, sheet, towel, etc., outside the windowsill as a distress signal to the fire department. Keep close to the open window and stay low to floor to avoid smoke and heat. **Do not** exit window onto ledges. **Remain calm.** Firefighters will get to you as soon as possible.

If the door is not hot, crack it open to check for smoke. If there is little or no smoke, proceed carefully to a fire exit. On your way out, notify other faculty, staff and students. Turn off any ventilating equipment, leave room lights on, and close the door behind you as you leave *in the direct path to exiting the building*.

Once outside, get at least 100 feet from the building area. Report to your supervisor or instructor, especially if you are leaving the immediate scene, so others will not wonder if you are still in the building. Remain quiet and orderly. If all persons are not accounted for, the supervisor or instructor should contact Campus Security. **Never attempt to re-enter a burning building.** Remain in a safe location until the “**All Clear**” has been given by Campus Security. Be alert for further instructions. Remain calm.

Safety Tips: Common sense and calmness are most important in a fire. Check the fire evacuation plans in frequented buildings and get to know them. Count the number of doors between your office/residence hall room and the exits and memorize that number in case smoke obscures your view of the exit signs. Elevators are not considered safe in a fire and should not be used. Doors and stairs are never to be blocked. Halls and stairways must be kept clear. Stay low when walking in smoke or heat, as both will rise. Know the location of alarm boxes and fire extinguishers, and their use. If you don’t have this information, check your work area or ask your supervisor/residence hall director.

Tornado Evacuation:

When severe weather threatens, tune your radio to 1040 AM or 1350 AM for weather bulletins. Tornado warnings are issued when a funnel cloud has actually been seen or severe weather is in the area that could produce tornados. Residence Life Staff will alert each floor when a tornado warning is in effect. If sirens sound it is your responsibility to go straight to the shelter areas. You should seek shelter in these areas:

Nielsen: Basement hallway, laundry room, and storage room. Stay away from windows, the basement recreation area, and upper floors.

Knudsen: Basement hallway and laundry room. Stay away from windows, and upper floors.

Hull Apartments and Suites: First floor hallway near the interior core of the building. Stay away from the community room, entrance way, windows, and upper floors.

Langrock Suites: First floor hallway near the interior core of the building. Stay away from the community room, entrance way, windows, and upper floors.

L Apartments: Basement hallway, laundry room and storage room. Stay away from windows.

Grand View University Policy Statements

Alcohol and Illegal Drug Policy:

Grand View University expects all persons to comply with the law with regard to the possession and use of alcoholic beverages. The sale of alcoholic beverages is not permitted. Persons of legal age may consume alcohol on campus, but only in locations specified by the University. The student handbook contains the complete policy statement related to the use of alcohol on campus.

All state laws must be observed with regard to the possession, use, or sale of illegal drugs. The University cooperates fully with state and local law enforcement agencies in the investigation of the possession, use, or sale of illegal drugs.

Grand View University's specific policy statement on Drug Free Schools and Communities Amendment and Alcohol and Illegal Drug Policy are included in the Appendix A of this document. The student handbook contains a complete statement on policies and sanctions relating to student violations.

Sexual Assault and Harassment:

Grand View University affirms its recognition that sexual assault is illegal, in violation of the University's mission, as well as University policies and procedures. All claims of sexual assault will be investigated, and where necessary, reported to the Des Moines Police, or other appropriate authorities.

The University is committed to educating the Grand View University community about sexual assault, including date and acquaintance rape, and will cooperate fully with law enforcement officials. The University the school will take immediate action to eliminate the sexual harassment or sexual violence, prevent its recurrence, and address its effects.

The University takes seriously its responsibilities to report to the University community alleged incidents and information on alleged perpetrators when it is deemed that other members of the community may be at risk for a subsequent incident.

All members of the Grand View University community are obligated to review and abide by their responsibilities under this policy. The Grand View University policy on sexual harassment and violence is included in this document in Appendix B and in the Student Handbook.

Anti-Discrimination Policy Summary:

Grand View University will not tolerate or condone any form of sexual or discriminatory harassment of its students, faculty, or staff. Immediate action will be taken to stop harassment or discrimination where it exists. If you believe you are the subject of sexual or other discriminatory harassment by anyone, please report your concerns to the Director of Multi-Cultural and Community Outreach, the Senior Student Affairs Officer, or the Vice President of Administration and Finance. All complaints are taken seriously and will be investigated. If necessary, an independent third party will be brought in to investigate the complaint.

Violence Free Workplace Policy Statement Summary:

Grand View University recognizes that violence on campus can seriously affect students' academic performance and employees' work performance and morale. Threats, intimidation, harassment, or acts of violence will not be tolerated. Grand View University is committed to a violence-free community, and its goal is to prevent violence on campus.

Any student who has been the victim of campus violence, or has a concern about potential campus violence, is directed to bring the matter to the attention of the Senior Student Affairs Officer or the Director of Residence Life. All complaints will be promptly investigated.

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 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 an 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 or Hull Apartments. The consumption of alcoholic beverages in the

lounges, hallways or other common areas of the L Apartments or Hull Apartments is prohibited without prior consent from the Director of Residence Life.

- 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. Guests of the room may also be found in 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. Guests of the room may also be found in violation of the Grand View University alcohol policy.

Dry Facility Guidelines:

- Knudsen Hall, Nielsen Hall, Langrock Suites, and Hull Suites are “dry” residential facilities, therefore no alcoholic beverages are allowed in those buildings. Any students, even if they are 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 may be subject to potential removal. • Alcohol signage and displays visible by the public.
- In dry facilities, empty alcohol containers may not be used as part of a display or décor in the room.

Host and Guest Guidelines:

- 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 <https://dps.iowa.gov/divisions/narcotics-enforcement>

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/or 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, and/or 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 as well as 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, and campus violence 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.

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.

Substance Abuse & Mental Health Services Administration Helpline

- <https://www.samhsa.gov/find-help/national-helpline>
- 1-800-662-HELP (4357)

Other Resources

For additional information please link to the US Drug Enforcement Administration recovery resources: <https://www.dea.gov/recovery-resources>

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).

<https://www.mutualofomaha.com/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
- Senior Student Affairs Officer
- 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.

State of Iowa Zero Tolerance (<https://www.legis.iowa.gov/docs/code/321J.2.pdf>)

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	<u>First offense</u> : simple or serious misdemeanor <u>Second offense</u> : serious misdemeanor and \$500 fine <u>Subsequent offenses</u> : aggravated misdemeanor and \$500 fine
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 counterfeit or simulated substance	<u>Substance other than marijuana</u> : imprisonment for periods of 10, 25, or 50 years and/or fines ranging from \$1,000 – \$1,000,000 (depending on nature of substance and amount)
Possession of controlled substance	<u>Substance other than marijuana</u> : imprisonment not to exceed 1 year and/or fine not to exceed \$1,875 <u>Marijuana</u> : imprisonment not to exceed 6 months and/or fine not to exceed \$1,000 Suspended sentences may include probation and required participation in a drug treatment program
Distribution of controlled substance to person under 18	<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) <u>Marijuana</u> : imprisonment not to exceed 5 years and/or fine not to exceed \$7,500
Sponsoring, promoting or assisting with a gathering with knowledge that controlled substance will be distributed, used, or possessed	Controlled substance other than marijuana: imprisonment not to exceed 5 years and/or fine not to exceed \$7,500 <u>Marijuana</u> : imprisonment not to exceed 1 year and/or fine not to exceed \$1,000

Manufacture, delivery or possession with intent to manufacture or deliver an imitation controlled substance

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

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 Sanctions

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 8/29/21 and fined \$ 50.00. A repeat offense on February 3, 2022 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

Additional information regarding employee expectations and services may be found in the Grand View Employee Handbook on the Human Resources myGVU page:

<https://mygvu.grandview.edu/groups/233/files?folder=1330>

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. John Howe, Senior Student Affairs Officer
 - Office Address: Student Life and Student Success Center
 - Telephone Number: 515-263-2885
 - Email: jhowe@grandview.edu
- Faculty/Staff Issues: Christopher Lee, Vice President for Administration and Finance
 - Office Address: Humphrey Center
 - Telephone Number: 515-263-2821
 - Email: clee @ 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 to conduct their own investigation. Grand View University maintains a 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 to determine whether the conduct occurred in the context of an education program or activity or had continuing effects to an educational 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.

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.

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 8:00am -4:00pm) | Evenings/Weekends: Contact Campus Security (263-6000)
 - Associate Director of Residence Life - (263-2884 - weekdays 8:00am -4:00pm)
 - Director of Residence Life: (263-2886 - weekdays 8:00am -4:00pm)
- **Student Life Personnel:**
 - Senior Student Affairs Officer: (263-2885 – weekdays 8:00am -4:00pm)
 - Director of Counseling - **confidential** (weekdays 8:00am -4:00pm)
 - Assistant Director of Counseling - **confidential** (weekdays 8:00am -4:00pm)
- **Health Services** (263-2823 – Monday-Friday, 8:00am -4:00pm)
- **Campus Security** (263-6000 – Available 24/7)
- **Human Resources**
 - Vice President for Administration and Finance (263-2821 - weekdays 8:00am -4:00pm)
 - Human Resources Manager (263-2816 - weekdays 8:00am -4:00pm)
 - Human Resources Generalist (263-6116 - weekdays 8:00am -4:00pm)
- **Title IX Coordinator**
 - Faculty and Staff Issues (263-6121 - weekdays 8:00am -4:00pm)
 - Student Issues (263-2885 - weekdays 8:00am -4:00pm)
- Campus Pastor – **confidential** (263-6004 - weekdays 8:00am -4:00pm)

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. Grand View University will work diligently to connect you with resources. 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 may and is 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. This will ensure 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." This includes individuals working in a counseling or pastoral role.
- 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:

- Director of Counseling
Location: Student Life Office, Student Center
- Assistant Director of Counseling
Location: Student Life Office, Student Center
- Russell Lackey – Senior Campus Pastor
Location: Luther Memorial Chapel
Phone: 515-263-6004 **Hours:** Weekday 8:00am – 4:00pm

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 support and assistance.

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 requested.

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, and 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. John Howe, Senior Student Affairs Officer, 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 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 will be limited.

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

- Dr. John Howe, Senior Student Affairs Officer (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 in a timely manner 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 and resolution will proceed in a timely manner.

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. John Howe, Senior Student Affairs Officer (Title IX Coordinator)
 - Office Address: Student Life and Student Success Center
 - Telephone Number: 515-263-2885
 - Email: jhowe@grandview.edu

- Faculty/Staff Issues:
 - Christopher Lee, V.P. for Administration and Finance (Title IX Coordinator)
 - Office Address: Humphrey Center
 - Telephone Number: 515-263-2821
 - Email: clee@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:

- 24/7 call center at **833-690-0044**
- <http://www.lighthouse-services.com/grandview>
- <https://mygvu.grandview.edu/pages/anonymouconfidential-reporting>
- <https://www.grandview.edu/about/policies-disclosures>.

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 myGVU (<https://mygvu.grandview.edu/pages/anonymouconfidential-reporting>).

Title IX Investigation Process

The investigation process 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 hearing 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. The student does have the right to request the Senior Student Affairs Officer 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 review the information 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 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 Senior Student Affairs Officer 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 Senior Student Affairs Officer requesting a conference. The Senior Student Affairs Officer 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 Senior Student Affairs Officer shall be final and not subject to further appeal. If there is question the Senior Student Affairs Officer 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 / Decision Maker:
- 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.
- 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 simultaneously by the Title IX Decision-maker via Grand View University email. 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 Senior Student Affairs Officer within three (3) business days of the Title IX Decision-maker's decision. The Senior Student Affairs Officer shall render a decision on the appeal within fifteen (15) business days of its filing. The decision of the Senior Student Affairs Officer 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 in a timely manner after the report has been received. 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:

- Director of Counseling
- Assistant Director of Counseling
- Campus Pastor

Off-campus resources for survivors of sexual misconduct:

Iowa Sexual Abuse Hotline 1-800-284-7821

Iowa Victim Service Call Center 1-800-770-1650 or <http://www.survivorshelpline.org/>

Iowa Coalition Against Sexual Violence (CASA) IowaCASA represents 24 victim service programs across the state. Our coalition provides a bridge between victim advocates at sexual assault programs, statewide policy makers, and federal responses to sexual harassment, abuse, and assault. Our mission is to end sexual violence and improve support available to survivors of sexual harassment, abuse, and assault. <https://www.iowacasa.org/>

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

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 Amanecer, 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
 - Information on risk reduction, to recognize warning signs of abusive behaviors, and how to avoid harming others.
 - Spring Break Awareness
 - Healthy Relationships Week
 - GV Unplugged
 - Proactive Behaviors flyer
 - Get Inclusive Training

- Ongoing prevention and awareness campaigns for students and faculty (including the above mentioned)
 - Creating a Caring Community
 - Spring Break Awareness
 - Healthy Relationships Week
 - Get Inclusive Training
 - 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 week** – 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 regard to alcohol, sexual activity and potential of acquaintance rape and sexual assault.
- **RA Training** – One day training with RAs 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.
- **Engaging GVU** – 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 training the 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	1-2 times/year	Investigations, Adjudicating, Policy for investigators & adjudicators

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 Senior Student Affairs Officer, 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:

- 24/7 call center at **833-690-0044**
- <http://www.lighthouse-services.com/grandview>
- <https://mygvu.grandview.edu/pages/anonymousconfidential-reporting>
- <https://www.grandview.edu/about/policies-disclosures>.

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 myGVU (<https://mygvu.grandview.edu/pages/anonymousconfidential-reporting>).

Emergency Information

Des Moines Police & Fire **911**
Campus Security **ext. 6000 (on Campus) or 515-263-6000**

Campus Emergency Resources/ Personnel

Senior Student Affairs Officer515-263-2885
Director of Residence Life.....515-263-2886
Campus Pastor515-263-6004
Director of Counseling.....515-263-2986
Health Services515-263-2823

In life-threatening emergencies, contact 911 first. Otherwise, call Campus Security as they are the closest and will arrive first.

If more than one person with a phone is at the scene of an emergency, share duties and have one person contact 911, another person contact Campus Security (515)-263-6000, the third contact Student Life or the Residence Life Office 263-2885.

Emergency Telephone Numbers:

Des Moines Police
 Non-Emergency 515-283-4811
Poison Information Center 1-800-222-1222
Suicide Hotline 988 or <https://988lifeline.org/>
Sexual Assault, Violence, Rape Crisis Center 1-800-447-1985

Hospitals:

Broadlawns	1801 Hickman	515-282-2200
Iowa Lutheran	700 E. University	515-263-5152
Iowa Methodist	1200 Pleasant	515-241-6423
Mercy	400 University	515-247-3211

Inclement Weather

The health and wellbeing of individuals is considered in assessing emergency and inclement weather closing, but ultimately each person must decide on whether their life is at risk and make the decision for themselves. The decision to close will be made and the media notified by 6 a.m. for day classes and by 4 p.m. for evening classes. Any cancellations will be post on myGVU and sent via GV Alert. Media may not announce closure immediately upon receipt of information, so stay tuned. Media alerted will be:

TV Stations:	WHO Channel 13	KCCI Channel 8	WOI Channel 5
Radio Stations:	WHO AM 1040	KRNT AM 1350	KIOA AM 940
	KGGO FM 95	KIOA FM 93.3	KJYY FM 92.5

Do not assume that because Des Moines Public Schools and others are closing Grand View University will. Others have dissimilar populations posing different transportation challenges.