

# **Grand View University Annual Campus Security and Higher Education Act Report 2019**

## **Safety and Security at Grand View University**

### **Introduction:**

Grand View University is committed to providing safety and security for all students, faculty and staff. While the campus is a comparatively safe environment, it is not immune from the types of crimes that may happen in Des Moines or on other 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 the campus are expected to conduct themselves in such ways as to lessen their vulnerability to harassment or attack. Similarly, residents of residential halls are expected to safeguard themselves against unwanted intrusion in much the same way that members of residential houses, apartments, etc., do. They are expected to cooperate with University rules, regulations and procedures which have been designed to enhance safety and security, and to understand that actions which jeopardize the potential well-being of others will be subject to severe disciplinary action.

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 attempts to provide living units that are safe and secure. The University staffs the residence halls with residence hall directors and resident assistants all of whom accept responsibility in working with residents to provide a safe and secure living environment.

The University 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 communities 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 commonly known as the Campus Security Act. This legislation is now known as the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act." This law requires institutions of higher education to provide information regarding the institution's security policies and procedures to faculty, staff, students, and prospective students and prospective employees. Grand View University fully supports the legislation and conveys our campus safety and security information to you in this document.

Grand View University complies with the Jean Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The University compiles a report that not only lists statistics on certain crimes that are reported on campus, but also reports on security policies the University maintains.

The Act required 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 judicial referrals that occur on campus be reported: liquor law, drug abuse and weapons violations.

The reports are made available to all current employees, students, prospective students and employees and anyone requesting a copy. In the event of crimes or situations that are considered to pose a threat to the University community, the act requires the University to notify the University community in a timely manner. The Haven Protection Lead Security Agent, in consultation with the Vice President for Student Affairs, will make this determination. The University will make timely notice to the University community utilizing options such as emails, GV Alert, bulletin boards, fliers distributed to the University community, etc.

### **Campus Security:**

The primary security operations for Grand View University have been subcontracted to Haven Protection, 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 Vice President for Student Affairs 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 Vice President for Student Affairs on general campus safety and security concerns.

The Vice President for Student Affairs 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. Haven Protection security agents are assigned to either the campus roving officer patrol or the Johnson Wellness Center security post. The Haven Protection security agents are non-commissioned personnel; therefore they do not have the power to arrest or permission to carry weapons. The security agents are in radio contact with a Haven Protection security patrol agents 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 CSA's at Grand View University include but are not limited to:

- Campus Security Staff
- University Administrators
- Vice President for Student Affairs 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 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.

As a CSA by definition in connection with your job at Grand View University, if any person reveals to you that they have been the victim, witness and/or perpetrator of any incident that might involve a crime, you must immediately provide details to Campus Security at 263-6000 or report according to the established reporting requirements of your area of duties (e.g., RA's, Hall Directors, Resident 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 CSA's 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. Most important, prevention of future crimes or harm to other individuals is an ethical responsibility all of us share.

### **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 a 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 brochure. Safety and security tips for the prevention of crime are also provided.

### **Crime Prevention Recommendations:**

Your time on the Grand View University campus should be pleasant. Your assistance is necessary to make the campus environment more secure and safe. Precautions should be taken for yourself and with your possessions.

### **Protect Yourself**

1. Call campus security, the Director of Residence Life, Assistant 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. Emergency telephones are available in multiple locations on Grand View University's campus (see listing at the end of this handbook). These telephones connect directly to the 911 system and identify the Grand View location from which the call has come.
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, Assistant Director of Residence Life, Hall Director, Resident Assistant and/or Vice President for Student Affairs.
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 not an emergency situation. Walk in well-lighted areas; walk away from bushes. Tell someone where you are going and/or leave a note stating your expected arrival, departure time. Call before you leave.
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 Vice President for Student Affairs immediately. The Vice President for Student Affairs, Campus Security, and the Des Moines Police Department will attempt to assist you in resolving 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 Assistants and/or Hall Directors.
2. Locked cars do not keep thieves away from your property. Place all valuables in trunk and/or an area which cannot be readily seen. When sound equipment, CDs, computer equipment, telephones, radar detectors, and other personal property are visible, your car becomes a prime target. Prime time is the beginning of the semesters, during rainstorms 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 reasons for suspicion. Security can locate and ask intentions. Salespersons are not allowed in residence halls and/or buildings without the permission from the Vice President for Student Affairs or the Associate Vice President for Student Affairs.
4. Keep an eye on your laundry. Clothing left in the laundry rooms can be removed if left unattended.
5. Keep your keys on your person at all times. Do not lend your keys to anyone. If your keys to a campus facility (residence, office, door) are lost, report the theft to the Director of Residence Life, Assistant 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. 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 victim.

### Reporting Crime on Campus:

Any campus emergency during office hours (Monday-Friday, 8:15 a.m.- 4:30 p.m.) 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, Assistant Director of Residence Life, Hall Directors and Resident Assistants are instructed to report incidents immediately; when incidents are deemed emergency, questionable, or disruptive in nature, the Vice President for Student Affairs or designee is contacted. As defined by the FBI Uniform Crime Reporting (UCR) System, all Part I and Part II crimes are reported to state and local police. 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 several means to do so while on campus. 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.

The University provides exterior emergency phones that are distributed throughout campus. Use of these phones will automatically connect to the Des Moines Police Department. 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 calls emergency or non-emergency. Officers will evaluate information and make proper written reports and in certain cases make immediate contact with proper University administration. The staff will encourage reports of crimes by the victim be made with the local law enforcement agency.

### **Timely Warnings:**

Timely warnings will be given on crimes reported to the Student Life Office when such crimes are considered a threat to the immediate safety of the campus community. The following media are used on an as-need basis to inform the campus on “timely notice” security matters: The GV Emergency Alert System, FM88.1 (student radio), building notices, residence life staff, computer email system, Viking Council (student government), student lounges, memos, announcements, and/or telephone contact, especially during summer hours. If it is known to the University (students must disclose information; hearsay is not admissible) that a member of the University has a criminal record, any necessary decisions are dependent on the particular circumstances and nature of the offense.

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.

This determination will be made when reports come to the attention of the Director of Campus Safety or the Vice President for Student Affairs. If a significant emergency or dangerous situation involving an immediate threat is confirmed the University will make timely notice to the University community utilizing options mentioned in the previous paragraph. 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 Campus Safety Committee the third Thursday of every month. A Crime Log is available for viewing in the Student Life Office Monday - Friday between the hours of 8:15 a.m. and 4:30 p.m., by request, but names of people involved in the incidents will not be revealed.

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 the 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. Grand View University doesn't have recognized student groups or organizations residing as such in the local community; hence there is no monitoring by local police of such groups.

### **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). However, 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.

In the maintenance of campus facilities, including landscaping, grounds-keeping, and outdoor lighting, University personnel continually monitor the campus for irregularities and needed repairs. Campus security personnel file a written report on problematic areas nightly, i.e. lights, unlocked doors, general safety hazards; campus maintenance personnel check reports. 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 housing 339 students, two student suite complex housing 151 students each, and two residence halls with combined occupancy of 199 students. Residence Hall facilities are monitored by Hall Directors and/or Resident Assistants beginning at 8 p.m.; doors are locked 24 hours a day (the only exception is for classes taking place in the L Apartments), and a security guard is positioned at the Johnson Wellness Center from 10 p.m. until 6 a.m. daily.

Live-on residence hall staff includes a professional Assistant Director of Residence Life, three Hall Directors, and seventeen Resident Assistants. The residential life staff receives 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, the resident assistant on duty 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 Vice President for Student Affairs.

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.

### **Environmental Security:**

Grand View University strives to maintain a safe working and learning environment. Ongoing checks are made to assure exterior lights are functioning properly. Plants and foliage are maintained to ensure safety on campus.

### **Emergency Response and Evacuation Procedures:**

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

- GV Alert – Multimodal electronic communication service 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.
- The myView website will be updated with the same information.
- 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.
- An IP phone system has the capability of storing pre-recorded messages for various situations, and can be used in campus-wide notification.

Currently tornado and fire instructions are posted in offices and classrooms across campus, and a salmon-colored 'Emergency Immediate Actions' card is posted in classrooms, and distributed for placement under all telephones throughout campus. Emergency response instructions and information is also available to all users via the intranet myView site.

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.
- Tornadoes – The entire campus participates in a tornado drill every April.
- Monthly checks are made by campus security to make sure all emergency phones, 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 within 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; however, individuals who use wheelchairs on a regular basis may disagree with this. A person's wheelchair is their means of mobility. 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 passages. 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.

### **Grand View University Crime Statistics:**

The following criminal occurrences on campus were reported to Campus Security or the Student Life Office during 2018. These statistics are presented in accordance with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The definitions for these crimes are taken from the FBI's Uniform Crime Report (UCR) Handbook, as modified by the Hate Crime Statistics Act.

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

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

<b>Criminal Offences – On Campus</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	2	1	1
d. Fondling	0	0	0
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	3	0	2
i. Burglary	6	6	5
j. Motor vehicle theft	4	1	1
k. Arson	0	0	0

<b>Criminal Offences – On Campus Student Housing Facilities</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Rape	2	1	1
d. Fondling	0	0	1
e. Incest	0	0	0
f. Statutory Rape	0	0	0
g. Robbery	0	0	0
h. Aggravated assault	2	0	0
i. Burglary	0	2	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0

<b>Criminal Offences – Non-Campus</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
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	2	0	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0

<b>Criminal Offences – Public Property</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
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	0	0	0
j. Motor vehicle theft	0	0	0
k. Arson	0	0	0

<b>VAWA Offenses – On Campus</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	1
c. Stalking	1	1	0

<b>VAWA Offenses – On Campus Student Housing Facilities</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	1
c. Stalking	0	0	0

<b>VAWA Offenses – Non-Campus</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

<b>VAWA Offenses – Public Property</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Domestic Violence	0	0	0
b. Dating Violence	0	0	0
c. Stalking	0	0	0

<b>Arrests – On Campus</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	1	1	1
c. Liquor law violations	0	0	0

<b>Arrests – On Campus Student Housing Facilities</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	1	1
c. Liquor law violations	0	0	0

<b>Arrests – Non-Campus</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

<b>Arrests – Public Property</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Weapons: carrying, possessing, etc.	0	0	1
b. Drug abuse violations	3	0	0
c. Liquor law violations	0	0	1

<b>Disciplinary Actions – On campus</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Weapons: carrying, possessing, etc.	0	1	2
b. Drug abuse violations	10	12	<b>33</b>
c. Liquor law violations	73	110	72

<b>Disciplinary Actions - On Campus Student Housing Facilities</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Weapons: carrying, possessing, etc.	0	1	2
b. Drug abuse violations	10	12	<b>33</b>
c. Liquor law violations	73	110	72

<b>Disciplinary Actions – Non-Campus</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Weapons: carrying, possessing, etc.	0	0	0
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

<b>Disciplinary Actions – Public Property</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
a. Weapons: carrying, possessing, etc.	0	0	1
b. Drug abuse violations	0	0	0
c. Liquor law violations	0	0	0

<b>Unfounded Crimes</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Totally Unfounded Crimes	0	1	2

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

### **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:

*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:* Includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, a person with whom the victim shares a child in common, current or former cohabitant or has

cohabitated with the victim as a spouse or intimate partner, person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under VAWA], or any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

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

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

*Manslaughter:* 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:* 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.

*Sex Offenses – Forcible:* Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

- A. *Forcible Rape* – The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- B. *Forcible Sodomy* – Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- C. *Sexual Assault with an Object* – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- D. *Forcible Fondling* – The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

*Sex Offenses – Non-forcible:* Unlawful, non-forcible sexual intercourse.

- A. *Incest* – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- B. *Statutory Rape* – Non-forcible 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.

## **Hate Crimes**

Grand View University is required by law to include offenses of criminal homicide, negligent manslaughter, sex offenses, robbery, aggravated assault, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property, and other crime involving bodily injury “that manifest evidence that the victim was intentionally selected because of the victim’s actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.” Two new categories of hate offenses were added this year: gender identity and national origin. None of the above statistics listed in the “criminal offenses” included crimes which manifested evidence of prejudice as described by the Hate Crimes Statistics Act.

The following criminal offenses that manifest evidence of prejudice based on race, religion, sexual orientation, gender, disability or ethnicity and can be classified as Hate Crimes as prescribed by the Hate Crimes Statistics Act (28 U.S.C 534) occurred.

*Weapons Law Violations:* The violation of laws or ordinances dealing with weapons offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

### **Location definitions:**

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

*On Campus:* Any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls;

#### **and**

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

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

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

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

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

### Hate Crimes – On Campus

Criminal Offense	2018 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2017 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2016 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

**Hate Crimes – On Campus Student Housing Facilities**

Criminal Offense	2018 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2017 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2016 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0



**Hate Crimes – Non Campus**

Criminal Offense	2018 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2017 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2016 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

**Hate Crimes – Public Property**

Criminal Offense	2018 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2017 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2016 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

**Hate Crimes – Public Property**

Criminal Offense	2018 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2017 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Criminal Offense	2016 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses - Forcible	0	0	0	0	0	0	0	0	0
Sex offenses – Non-forcible	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

If you have questions or concerns about any of the statistics stated in this document, please call the Vice President for Student Affairs, (515) 263-2885. Crime statistics and crime rates are available upon request by writing to the Vice President for Student Affairs, 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:

- Vice President for Student Affairs
- Associate Vice President for Student Affairs
- Director of Residence Life
- Haven Protection Security Lead Agent

## **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:**

Every residence living space on campus has two mandatory supervised fire drills during the academic school year. Educational sessions are held at the beginning of the semester to review with all residential students the policies and procedures for fire safety and evacuation of campus residential facilities. The burning of candles and incense are not allowed in any campus building including the residence halls, student suites, student apartments and campus houses. 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, if caught, students will face the following sanctions or fines and a meeting will be held with the Residence Life Staff:

- 1.) Burning candles and/or incense violation: \$20.00 Fine
- 2.) 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. As a residential student, you are a member of a community that truly cares for your well-being. 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.

- 1.) Evacuation Violation: \$100.00 Fine

The entire campus is smoke free, including all residential facilities. Students found in violation of the State of Iowa’s current smoking policy are subject to the sanctions listed below.

Outside Violation -

- 1.) First and subsequent violations: \$50.00 Fine / Potential removal from Residential Living / Meeting with Hall Director or Director of Residence Life

Inside Violation –

- 1.) First Violation: \$50.00 Fine
- 2.) Second Violation - \$100.00 Fine
- 3.) Third and Subsequent Violations: 100.00 Fine / Potential removal from Residential Living / Meeting with Residence Life staff.

**Statistics for On-campus Residential Facilities for 2018:**

Student Housing Facility	# of fires (cause of each fire)	# of injuries related to fire that resulted in treatment at a medical facility	# of deaths related to a fire	Value of property damage caused by fire
Knudsen Hall	0	0	0	0
Nielsen Hall	0	0	0	0
Langrock Suites	0	0	0	0
Hull Apartments	0	0	0	0
L Apartments	0	0	0	0

**Statistics for On-campus Residential Facilities for 2017:**

Student Housing Facility	# of fires (cause of each fire)	# of injuries related to fire that resulted in treatment at a medical facility	# of deaths related to a fire	Value of property damage caused by fire
Knudsen Hall	0	0	0	0
Nielsen Hall	0	0	0	0
Langrock Suites	0	0	0	0

Hull Apartments and Suites	0	0	0	0
L Apartments	0	0	0	0

**Statistics for On-campus Residential Facilities for 2016:**

Student Housing Facility	# of fires (cause of each fire)	# of injuries related to fire that resulted in treatment at a medical facility	# of deaths related to a fire	Value of property damage caused by fire
Knudsen Hall	0	0	0	0
Nielsen Hall	0	0	0	0
Langrock Suites	0	0	0	0
Hull Apartments	0	0	0	0
L Apartments	0	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.

Plans for future improvements – 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. Plans for future improvements include connecting the fire alarm system in Nielsen and Knudsen Hall to the local fire department and placing fire sprinkler systems in those same buildings. The four most recent residential facilities (Jensen Hall, Hull Apartments, Langrock Suites and L Apartments) built on campus, and any future builds, have those features included.

**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:* In the event that anyone smells smoke or sees fire or smoke and there is a building fire system, 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, endangering 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. Notify the Vice President for Administration and Finance immediately.

*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 window, if possible. If on upper floor, call 9-911 and give 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 window sill 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 Supervisor or Instructor for head count, 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 not all persons are accounted for, 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, cafeteria, 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.

1.) Evacuation Violation: \$100.00 Fine

## **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 alcoholic beverages 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 will support victims of sexual assault and will punish perpetrators of this offense.

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, you need to report your concerns to Director of Multi-Cultural and Community Outreach, the Vice President of Student Affairs, the Associate Vice President for Student Affairs, 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 Vice President for Student Affairs, Associate Vice President for Student Affairs, 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 for or to an underage person.
3. Intoxication and/or alcohol abuse shall not be tolerated and will not be accepted as an excuse for unlawful behavior or misconduct.
4. Alcoholic beverages will be permitted at approved campus events in accordance with the guidelines established by Grand View University.
5. Alcoholic beverages of any kind are strictly prohibited at Grand View University athletic events, in University-owned or leased vehicles and in classrooms.
6. Alcoholic beverages are never to be used as a reward for achievement or given as a prize or an award.

**Sanctions:**

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

When use of alcohol is irresponsible or illegal, Grand View University must take educational disciplinary action. The following is an outline of individual sanctions. Sanctions will not necessarily be limited to those listed, specifically in the case of additional violation of University policy. An alcohol assessment may be required at any time an appropriate University officer has reason to suspect that a student may have a problem with alcohol or other chemicals. Sanctions are successive over a student's academic career.

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

*Wet Facility Guidelines:*

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

### *Dry Facility Guidelines:*

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

### *Guilty by Association:*

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

### *Items or Activities not Permitted on Campus:*

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

### *Host and Guest Guidelines:*

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

## **Illegal Drug Policy**

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

1. Grand View University recognizes its responsibility to maintain and support civil laws and therefore will cooperate fully with the law enforcement agencies by providing information and assisting in the prosecution of illegal use, possession, distribution and sale of illegal drugs.

2. The distribution or sale of any illegal drug by any person connected with Grand View University will result in immediate separation from Grand View University and full report to civil authorities.

#### **Sanctions:**

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

## **Health Risks and Resource Information**

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

### **Specific Drugs and Their Effects**

#### **Alcohol**

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

#### **Drugs**

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

#### **Anabolic Steroids**

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

#### **Cannabis (Marijuana, THC, Hash)**

All forms of cannabis have negative physical and mental effects. Regularly observed physical effects include substantial increase in the heart rate, bloodshot eyes, a dry mouth and throat and increased appetite. Use may impair or reduce short-term memory and comprehension, alter sense of time and reduce ability to perform tasks requiring concentration and coordination, such as driving a car.

Marijuana can also produce paranoia and psychosis. Long-term users may develop a psychological dependence. Marijuana is usually ingested by smoking.

### **Cocaine (Crack)**

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

### **Depressants (Barbiturates, Methaqualone, Tranquilizers)**

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

### **Designer Drugs**

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

### **Hallucinogens (PCP, LSD)**

These include LSD, mescaline, peyote and phencyclidine (PCP or angel dust). Hallucinogens interrupt the functions of the section of the brain that controls the intellect and keeps instincts in check. The drug blocks pain receptors and violent PCP episodes may result in self-inflicted injuries. Effects vary, but users report a sense of distance and estrangement. Muscular coordination worsens and senses are dulled. Large doses may result in convulsions and coma, as well as heart and lung failure. Users who discontinue use experience "flashbacks" consisting of distortions of virtually any sensation. Withdrawal may require psychiatric treatment for the accompanying persistent psychotic states. Suicide is not uncommon.

### **Inhalants**

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

### **Intravenous Drug Use**

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

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

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

### **Other Stimulants (Amphetamines, Methamphetamines)**

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

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

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

### **Referrals**

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

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

### **Other Resources**

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

## **Assistance: Educational, Counseling, Rehabilitation**

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

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

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

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

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

### **Employee/Student Coverage**

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

### **Programmatic Functions**

- Alcohol Awareness Programs and Resources – Counseling Department
- Viking Council Programs
- Student Activities Council Programs

Residence Hall Association Programs  
 Resident Hall Programs – Residence Life Staff  
 National Substance Abuse Awareness Programs  
 Grand View Wellness Programming  
 Stress management workshops (classes, departments)

## **Sanctions**

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

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

### **Zero Tolerance**

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

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

### **State and Federal Penalties**

<b>Offense</b>	<b>Iowa Law Penalties/Sanctions</b>
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



	<p><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</p>
Distribution of controlled substance to person under 18	<p><u>Substance other than marijuana</u>: imprisonment for periods of 10, 25, 50, or 99 years and/or fines ranging from \$1,000 – \$1,000,000 (depending on nature of substance, amount, and age of parties involved)</p> <p><u>Marijuana</u>: imprisonment not to exceed 5 years and/or fine not to exceed \$7,500</p>
Sponsoring, promoting or assisting with a gathering with knowledge that controlled substance will be distributed, used, or possessed	<p>Controlled substance other than marijuana: imprisonment not to exceed 5 years and/or fine not to exceed \$7,500 <u>Marijuana</u>: imprisonment not to exceed 1 year and/or fine not to exceed \$1,000</p>
Manufacture, delivery or possession with intent to manufacture or deliver an imitation controlled substance	<p>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</p>

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**

<b>Offense</b>	<b>Penalties and Sanctions</b>
Manufacture, distribution, or dispensing drugs including marijuana	<p>Imprisonment not to exceed 1 year and a minimum fine of \$1,000 Imprisonment without release, no parole and possible fine</p>
Possession of drugs including marijuana	<p>Civil penalty not to exceed \$10,000; denial of benefits, i.e. student loans, grants, license up to 1-5 years for repeat</p>
Operation of a common carrier under the influence of alcohol or drug	<p>Imprisonment for up to 15 years and a fine not to exceed \$250,000</p>

## Grand View University Penalties

<i>Category</i>	<i>Fine</i>
Alcohol possession/consumption in violation of state law or campus time/place/manner restrictions	\$ 50.00
Kegs and other large alcohol quantities	\$150.00
Cannabis possession/use	\$100.00
Other controlled substance possession/use	\$100.00
Cannabis delivery or possession with intent to deliver	\$100.00/expulsion
Controlled substance delivery or possession with intent to deliver	\$100.00/expulsion

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

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

### Drug-Free Workplace Policy (Employees)

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

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

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

### Grand View University Standards of Conduct

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

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

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

### **Health Risks**

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

### **Legal Sanctions**

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

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

### **Grand View University Sanctions**

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

# APPENDIX B

## Policies on Sexual and Relationship Misconduct

### 1. Introduction

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

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

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

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

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

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

**The Title IX Coordinator has ultimate responsibility for compliance with Title IX of the Education Amendments of the 1972 Civil Rights Act and the Violence Against Women Act Reauthorization of 2012 (VAWA). Any person also may contact the Department of Education, regarding the University's compliance with regulations implementing Title VI, Title IX, and Section 504 of the Rehabilitation Act of 1973 and the Americans with Disability Act.**

### 2. Responsibilities

Grand View University is committed to educating the Grand View University community about sexual and relationship misconduct, and will cooperate fully with law enforcement officials whenever a reporting party chooses to involve them. Students who are reporting a criminal incident to Grand View University also have the option to file a report with the local police, who will conduct their own investigation. Grand View University maintains a highly professional working relationship with the Des Moines Police Department. Grand View University partners with Mid-Iowa Sexual Assault Response Team (SART) to provide advocacy and support services to individuals who have experienced sexual and relationship misconduct. Mid-Iowa SART is an innovative, multidisciplinary team created for the purpose of providing quality, compassionate, consistent and

on-going care to impacted individuals. All area law enforcement agencies and the Polk County Attorney's Office are SART team members contributing to the goal of restored physical, emotional, mental and spiritual health of those they assist.

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

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

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

### **3. Prohibited Conduct**

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

#### **A. Harassment on the Basis of Sex or Gender**

1. **Sexual harassment** is *unwelcome conduct* of a sexual nature, including but not limited to unwelcome sexual advances; requests for sexual favors; unwelcomed sexual joking / teasing, or other verbal or nonverbal conduct of a sexual nature, including *non-consensual sex acts, non-consensual sexual touching, and sexual exploitation*. In addition, depending on the facts, dating violence, domestic violence, and stalking may also be forms of sexual harassment.
2. **Gender-based harassment** is *unwelcome conduct* of a nonsexual nature based on an individual's actual or perceived sex, including conduct based on gender identity, gender expression, and nonconformity with gender stereotypes.
3. Conduct is considered **unwelcome** if the victim did not request or invite it and considered the conduct to be undesirable or offensive. Unwelcome conduct can involve persons of the same or opposite sex.
4. **Harassing conduct** is verbal, written, or physical conduct that has the purpose or effect of unreasonably interfering with an individual's work or academic performance, or creates an intimidating, hostile, or offensive working or educational environment. Examples of harassing conduct may include various types of unwelcome behavior, such as unwelcome: touching, sexually explicit offensive jokes, sexually degrading graphic, verbal or written comments or questions of a sexual nature; sexual innuendo, sexual threats, obscene gestures; inappropriate humor and jokes about gender specific traits or sexual orientation; sexual propositions; telephone calls that are repetitious, annoying, disturbing and/or threatening; sexually suggestive or insulting sounds and actions, including, whistling, leering, and obscene gestures.
5. **Quid pro quo** sexual harassment exists when there are:
  - a. Unwelcome sexual advance, request for sexual favors or other verbal or physical conduct of a sexual nature; and

- b. Submission to or rejection of such conduct results in adverse educational or employment action.

6. **A Hostile Environment** exists when Sex-Based Harassment is sufficiently severe or pervasive/persistent and patently offensive so that it alters the conditions of education or employment, from both a subjective (the reporting party) and an objective (reasonable person's) viewpoint. The determination of whether an environment is "hostile" must be based on all of the circumstances. These circumstances could include:

- a. the frequency of the conduct;
- b. the nature and severity of the conduct;
- c. the identity and relationships of persons involved;
- d. the location of the conduct and the context in which it occurred;
- e. whether the conduct was physically threatening;
- f. whether the conduct was humiliating;
- g. the effect of the conduct on the alleged victim's mental or emotional state;
- h. whether the conduct was directed at more than one person;
- i. whether the conduct arose in the context of other discriminatory conduct;
- j. whether the conduct unreasonably interfered with the reporting parties educational or work performance;
- k. whether the statement is a mere utterance of an epithet which engenders offense in an employee or student, or offends by mere discourtesy or rudeness;
- l. whether the speech or conduct deserves the protections of academic freedom.

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

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

## **B. Sexual Assault**

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

- **Penetration of an Orifice** – The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without consent.
- **Fondling** – the deliberate touching, however slight, of the intimate body parts of another person for sexual gratification or using force to cause a person to touch his or her own or another person's intimate parts without
  - 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 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 currently or former spouse / intimate partner, shares a child in common, and is or 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 all be forms of intimate partner violence when committed by a person who is or has been involved in a sexual, dating, or other social relationship of a romantic or intimate nature with the potential reporting party.

#### **E. Stalking**

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

#### **F. Retaliation**

Retaliation means any adverse action taken against a person for making a good faith report of Sexual and Relationship Misconduct or participating in any proceeding under this policy. Retaliation includes

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

#### **4. Definitions**

**Consent** – Must meet the following standards:

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

**Incapacitation** – Exists when:

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

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

**Reporting Party** – Any individual(s) who bring forward information about a potential sexual and relationship misconduct incident involving a member of the 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 8am -4:30pm) | Evenings/Weekends: Contact Campus Security (263-6000).
- Assistant Director of Residence Life - (263-2884 - weekdays 8am -4:30pm).
- Director of Residence Life: (263-2886 - weekdays 8am -4:30pm).
- **Student Life Personnel:**
  - Vice President for Student Affairs: (263-2885 – weekdays 8am -4:30pm ).
  - Associate Vice President for Student Affairs ((263-2887 - weekdays 8am -4:30pm).
  - Director of Counseling - **confidential** (263-2986 - weekdays 8am -4:30pm).
  - Assistant Director of Counseling - **confidential** (263-2881 - weekdays 8am -4:30pm).
- **Health Services** (263-2823 – Monday, Tuesday, Thursday 7:30am – 3:30pm).
- **Campus Security** (263-6000 – Available 24/7).
- **Human Resources**
  - Vice President for Administration and Finance (263-2821 - weekdays 8am -4:30pm).
  - Human Resources Manager (263-2816 - weekdays 8am -4:30pm).
  - Human Resources Generalist (263-6116 - weekdays 8am -4:30pm).
- **Title IX Coordinator**
  - Faculty and Staff Issues (263-6121 - weekdays 8am -4:30pm).
  - Student Issues (263-2885 - weekdays 8am -4:30pm).
- Campus Pastor – **confidential** (263-6004 - weekdays 8am -4:30pm).

#### **External Grand View University Community Assistance:**

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

These people will hear your account and offer support and counsel. You will be strongly encouraged to simultaneously report your experience to law enforcement officials, and Grand View University will make sure that you are not alone. Once law enforcement is contacted, Grand View University will cooperate with law enforcement officials in the investigation. **Grand View will not share information with law enforcement without the complainant’s consent or unless the complainant has reported the incident to law enforcement.**

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

#### **6. Reporting an Incident**

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

## **Reporting and Confidentially Disclosing: Know the Options**

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

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

- Privilege Employees: Privilege employee are required to maintain near complete confidentiality; talking to them is sometimes called a “privileged communication.”
- Responsible Employees: Responsible employees **are required** to report all the details of a sexual and relationship misconduct incident (including the identities of the reporting party and potential responding party) to the Title IX coordinator once the details of an incident have been revealed. Any report to a responsible employee constitutes as a report to the University. Grand View University is obligate 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 so informed choices about where to turn should a person become impacted by sexual and relationship misconduct. The University encourages impacted individuals to talk to someone identified in one or more of these groups:

### **A. Privileged and Confidential Communications**

- ***Professional and Pastoral Counselors*** - Professional, licensed counselors and pastoral counselors who provide mental-health counseling to members of the school community (and including those who act in that role under the supervision of a licensed counselor) are not required to report **any** information about an incident to the Title IX coordinator without the student’s permission.

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

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

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

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

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

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

**ADDITIONALLY:** If the privilege employee believes that the potential responding party is a threat to the Grand View University community they will share the incident with the Title IX Coordinator. Then if the University confirms that the potential responding party pose a serious and immediate threat to the Grand View community, Adam Voigts, V.P. for Administration and Finance and Dr. Jay Prescott, V.P. for Student Affairs, or their designee, will be called upon to issue a timely warning to the community. Any such warning will not include any information that identifies the original reporting party. An investigation may then take place with the University being the new reporting party.

## **B. Reporting to Responsible Employees**

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

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

**A responsible employee must report to the Title IX coordinator all relevant details about the alleged sexual violence shared by the reporting party and 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 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 and Pastoral Counselors referenced in the preceding section.

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

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

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

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

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

The University has designated the following individual(s) to evaluate requests for confidentiality once a responsible employee is on notice of alleged sexual violence:

- Dr. Jay Prescott, V.P. for Student Affairs (263-2885)
- Dr. Jason Bauer, Associate V.P. for Student Affairs (263-2885)
- Adam Voigts, 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. Once 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. The determination for an investigation process will commence no later than 48 hours after the report has been received. Reports of sexual and relationship misconduct will be thoroughly investigated in a timely manner by Grand View University, and when requested by the reporting party, assistance will be given in reporting the incident to the local police. Grand View University will cooperate fully with the local police department and will share information when appropriate. Grand View University will maintain the confidentiality of the reporting party as much as possible and only share information with people at the local Police Department responsible for handling the case. Please note that all investigations will include the reporting party, the responding party, and available witnesses.

The investigation process is estimated to take no longer than twenty business days and a resolution should be expected within ten business days after the investigation is complete. The investigation process has a maximum sixty day timeframe (not including appeals) to be completed.

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

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

- Student Issues:
  - Dr. Jay Prescott, V.P. for Student Affairs (Title IX Coordinator)
  - Office Address: Student Life and Student Success Center
  - Telephone Number: 515-263-2885

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

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

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

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

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

### **Student Life Investigation Process**

The general process outlined under the Student Conduct Code for enforcing Grand View University’s rules, regulations, procedures, policies, standards of conduct and orders will be followed in cases of sexual assault and harassment. Mediation will not be used in sexual misconduct cases at Grand View University.

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 preponderance-of-the-evidence (i.e., more likely than not) standard will be used in any Title IX fact-finding and related proceedings, including any hearings)
- Whether the alleged misconduct violates this code; and if so,

- The sanctions to be imposed, if any.

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

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

Any Faculty, staff, or student may report a sexual and relationship misconduct incident either by filing a written complaint or speaking in person 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.
- Reference to the student conduct policy in question.
- Name and telephone number of the faculty, student or staff member initiating the complaint.

The Title IX Coordinator will make a Title IX determination for the case and if appropriate assign the case for investigation by a Student Life Title IX Investigator. 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:

- The responding party must attend the scheduled conference. The respondent's failure to attend without good cause and prior notification or a verifiable emergency may constitute a waiver of the respondent's right to participate and appeal further.
- The respondent must submit all of his/her evidence within three (3) business days of the initial conference. The respondent will have the right to waive the three (3) days and declare that all evidence has been submitted.

Individual conferences will be held with the students involved in the case. Grand View University does not allow for cross-examination by the reporting party and responding party. Each student will have the opportunity to present evidence and witnesses to the Title IX Investigator. 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 student has the right to the assistance of an advisor (friend, advocate, parent, other) during the initial conference. Obtaining an advisor is the student's responsibility. The advisor must be available at the time the conference is scheduled. The advisor must only observe the initial conference. He/she is not allowed to ask questions or make any comments. If an advisor does not follow the stated guidelines they will receive a warning and if the guidelines are not followed a second time the advisor will be asked to leave the conference.

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

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

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

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

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

Once all of the evidence is submitted or a student waives their right for three (3) business days to submit evidence, the Title IX Investigator will consider all evidence brought forward in the case and will take one of the following actions:

- Terminate the proceedings, exonerating the respondent
- Dismiss the case after appropriate counseling and advice; or
- Impose an appropriate sanction.

The reporting party and responding party involved will be notified in person via meeting with Title IX Investigator and in writing via letter at meeting or Grand View University email. The reporting party and responding party should be notified as simultaneously as possible of the decision of the Title IX Investigator. The reporting party will be notified of any sanctions imposed on the responding party that directly relate to the reporting party and to his/her 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.

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

### **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 after the individuals involved have graduated from the University.

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 6<sup>th</sup> 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. 14<sup>th</sup> St., Des Moines, IA 50316
- Phone: 515-262-0404

- Other Resources:
  - Mercy Nurse – 515-243-2584
  - My Nurse – 1-800-424-3258
    - Call for advice on symptoms and where to go for care.
    - Both are answered 24 hours 7 days a week

## **12. Ongoing Assistance**

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

### **On-campus resources for survivors of sexual misconduct:**

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

### **Off-campus resources for survivors of sexual misconduct:**

**Iowa Domestic Violence Hotline** 1-800-942-0333

**Iowa Sexual Abuse Hotline** 1-800-284-7821

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

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

### **Children and Families of Iowa- Domestic Violence Services**

1111 University Ave.

Des Moines, IA 50314

Office: 515-471-8699

Fax: 515-243-3404

Crisis Line: 800-942-0333

[www.cfiowa.org](http://www.cfiowa.org)

Domestic Abuse, Emergency Shelter

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

**LUNA**

4313 Fleur Drive  
Des Moines, IA 50312  
Office: 515-271-5060  
Fax: 515-271-5062  
[www.lunaiowa.org](http://www.lunaiowa.org)

**Domestic Abuse**

*\* L.U.N.A. 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](http://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
    - Haven Training
  - Definition of domestic violence, dating violence, sexual assault, and stalking
    - Student Handbook
    - Faculty Handbook
    - Staff Handbook
    - Resident Assistant Training
    - Haven Training
  - Definition of consent in reference to sexual activity
    - Student Handbook
    - Faculty Handbook
    - Staff Handbook
    - Sex in the Dark Program
    - Resident Assistant Training
    - Creating a Caring Community Presentations and Trainings
    - Impact Leadership session with Athletic Teams
    - Presentations to residential students
    - GV Unplugged
    - Haven 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
  - Haven Training
  - Engaging Men Student Group
- Information on risk reduction, to recognize warning signs of abusive behaviors, and how to avoid harming others.
    - Spring Break Awareness
    - Healthy Relationships Week
    - Sex in the Dark Program
    - Student Health 101 Magazine
    - GV Unplugged
    - Proactive Behaviors flyer
    - Haven Training
    - Engaging Men Student Group
  - Ongoing prevention and awareness campaigns for students and faculty (including the above mentioned)
    - Creating a Caring Community
    - Spring Break Awareness
    - Healthy Relationships Week
    - Sex in the Dark Program
    - Student Health 101 Magazine
    - Haven Training
    - Engaging Men Student Group
    - 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:

- **Haven 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.
- **Sex in the Dark** – Event during Healthy Relationships week. Two weeks prior to event, students submit any questions they have about sex, dating, and relationships anonymously. The night of the event, the students who attend receive one of the submitted questions to ask to a panel. Panel consists of faculty and staff who answer from their understanding and help students to think through and process relationships.

- **Student Health 101** – Monthly online health magazine available to all students who wish to access it. Focuses on a range of student issues including healthy sexual activity and how to respond to sexual harassment and assault.
- **Spring Break Awareness Week** – Three days in March, the week before Spring Break. Highlights safety on spring break in regards to alcohol, sexual activity and potential of acquaintance rape and sexual assault.
- **RA Training** – One day training with RA’s on counseling related items. One section that is covered is sexual assault and acquaintance rape and the connection with alcohol use and consent. Review of policy and protocol if a situation occurs.
- **Counseling & Intervention** - Work with students who have come forward with a sexual assault. Work with community resources (police, Polk County Crisis) with options and next steps for students in those situations.
- **Mentors in Violence Prevention Training** – Utilizes a leadership and bystander focus on the issues of gender violence prevention to empower others to see their role in prevention and creating a caring community.
- **Engaging Men Student Group** – Student group whose mission is to mobilize men to use their strength for creating cultures free from violence, especially men’s violence against women. They aim to stop violence before it ever happens. Instead of helping women reduce their risk of being victims of men’s violence, they focus on helping men use their strength in positive ways in all of their relationships.
- **Impact Leadership** – Session for student athletes to engage in small group discussion about leadership qualities, how to express these through daily behavior, and consent and sexual responsibility.
- **Take Back the Night** - Take Back the Night is an international event and non-profit organization with the mission of ending sexual, relationship, and domestic violence in all forms.

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

#### **14. Training and Prevention**

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

<u>Type of Training</u>	<u>Frequency</u>	<u>Topics</u>
New Faculty Sessions	August	Policy, Reporting and Awareness
New Staff Sessions	3-4 times/year	Policy, Reporting and Awareness
New Students	1/time/year	Policy, Reporting and Awareness
All Faculty/Staff Sessions	1-2/times/year	Policy, Reporting and Awareness
By-stander Training (selected faculty, staff, and Students)	1 ½-2 day training/ year	Mentors in Violence Prevention Training (by-stander training)
Staff Meetings	1-2 times/year	Awareness Topics, Policy Updates
Faculty Meetings	1-2 times/year	Awareness Topics, Policy Updates
Residence Life Staff Training	1-2 times/year	Policy, Reporting and Awareness, Bystander Intervention
Workshops and webinars for investigators & adjudicators	1-2 times/year	Investigations, Adjudicating, Policy

#### **15. Granting Amnesty**

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

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

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

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

### **Miscellaneous Items Related to Sexual Assault**

#### **Sexual Assault Public Awareness Events**

Public awareness events or other forums (such as "Take Back the Night," the Clothesline Project, candlelight vigils, protests, "survivor speak outs") in which students disclose incidents of sexual violence, **are not considered notice** to Grand View University of sexual violence for purposes of triggering its obligation to investigate any particular incident(s). Such events may, however, inform the need for campus-wide education and prevention efforts, and the University will provide information about students' Title IX rights at these events.

#### **Anonymous Reporting (*Lighthouse*)**

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

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

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



## Emergency Information

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

### Campus Emergency Resources/ Personnel

Vice President for Student Affairs..... 515-263-2885  
Associate VP for Student Affairs..... 515-263-2887  
Director of Residence Life..... 515-263-2886  
Campus Pastor..... 515-263-6004  
Director of Counseling..... 515-263-2986  
Health Services ..... 515-263-2823

**In life-threatening emergencies, contact 911 first!**

**Otherwise, call Campus Security first – they are the closest and will arrive first, but when every second counts, get the ambulance on its way!**

**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 6000 and the third contact Student Life or the Residence Life Office 263-2885!**

### Emergency Telephone Numbers:

Des Moines Police

Non-Emergency	515-283-4811
Emergency	911
Fire	911
Poison Information Center	515-515-241-6254 or 1-800-362-2327
Suicide Hotline	515-244-1000
Sexual Assault, Violence, Rape Crisis Center	1-800-447-1985
Road Information	515-288-1047

**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

**Locations of Emergency Telephones on Campus**

These telephones are located in the campus parking lots. Housed in small call-boxes on poles, they automatically call 911 when the receiver is lifted, contacting the Des Moines Police Department.

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

## 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 myView, sent via GV Alert or you can call the weather hotline at 515-263-6060. Media may not announce closure immediately upon receipt of information, so stay tuned. Media alerted will be:

<b>TV Stations:</b>	WHO Channel 13	KCCI Channel 8	WOI Channel 5
<b>Radio Stations:</b>	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.*