



University of Southern Indiana 2020 Annual Security and Fire Safety Report

As required by the Jeanne Clery Act



USI Public Safety
12/15/2020

INSIDE THIS DOCUMENT

USI Public Safety – Enforcement Authority and Jurisdiction----- 2-3
Working Relationships with Law Enforcement-----3
Stone Center for Health and Sciences----- 3-4
Reporting Crimes and Concerns-----5-9
Campus Notifications-----9-12
Emergency Response and Evacuation Procedures----- 12-13
Daily Crime Log ----- 13
Facility Access and Security -----14
Missing Student Notification----- 15
Alcohol, Drug and Firearms-Weapons----- 15-21
Crime Statistics -----21-22
Definition of Crimes-----22-25
Definitions of Geography ----- 25
Sexual Misconduct and Relationship Violence-----25
Sexual Misconduct and Relationship Violence Prevention and Awareness Programs—26-29
Risk Reduction-----29-30
Bystander Intervention----- 30-31
Reporting and Response to Alleged Sexual Misconduct ----- 32-34
Sexual Misconduct Reporting Procedures----- 34-37
Sex Offender Registries-----37
Child Protection Policy-----37-38
Housing and Residence Life Policies----- 38-41
Crime Prevention and Awareness-----41-42
Fire Safety Report -----43-44
Description of Housing Fire Systems-----44-45
Fire Extinguisher Use-----45-47
Housing and Residence Life Fire Policies-----47-50
Appendix 1-University Code of Conduct Sanctions----- 51
Appendix 2-2017-2019 Clery Crime Statistics -----52-55
Appendix 2A 2018-2019 Stone Family Center for Health Sciences Crime Statistics----- 56-57
Appendix 3-Housing Fire Detection & Suppression Systems-----58-59
Appendix 4-Fire Safety Definitions -----60
Appendix 5 2017-2019 Housing Fire Statistics -----61-71
Appendix 6 University of Southern Indiana Sexual Harassment Policy-----72-93

2020 Annual Security Report

The report contains information and crime statistics for 2017, 2018 and 2019 calendar years for crimes that occurred:

- On campus;
- In certain off-campus buildings or property owned or controlled by USI; and
- On public property within, or immediately adjacent to and accessible to the campus.

The report also contains policy statements and information regarding topics such as crime prevention, fire safety, USI Public Safety, crime-reporting policies, disciplinary procedures and other information related to safety and security on campus.

This Annual Security and Fire Safety compliance document is available on the Public Safety website at <https://www.usi.edu/media/5630691/2020-usi-asfsr.pdf>

Paper copies of this report are available upon request. Requests may be made in person at Public Safety Office or by calling 812-464-1845.

USI Public Safety in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 1990, provides this information.

USI Public Safety-Enforcement Authority and Jurisdiction

USI Public Safety officers are empowered by the State of Indiana to enforce University Policy, the Student Code of Conduct and traffic laws on USI campus property, but are not authorized to make arrests, and do not carry weapons. Through a memorandum of understanding, the Vanderburgh County Sheriff's Office provides an enhanced law enforcement presence on campus.

USI Public Safety is a 24/7 operation and is comprised of a Dispatch Center, Security Department and Parking Department. Public Safety offers many services to the University community by striving to provide a positive customer service attitude. Services provided by Public Safety include providing campus directions, general campus information, vehicle jump-starts, safety escort service, tire air-ups; vehicle unlocks emergency medical care, and parking assistance. Most USI Public Safety officers are Emergency Medical Technicians. USI Public Safety telephone numbers are 812-464-1845 (Ext. 1845) for general business or administrative information and 812-492-7777 (Ext. 7777) for emergencies.

USI Public Safety Officers are responsible for patrolling all University property including miles of off-road bicycle and walking trails. To maximize their patrol effectiveness, Public Safety utilizes automobiles, four-wheel drive vehicles; motorized carts, bicycles, foot patrol, and off-road vehicles. Other responsibilities include asset protection and the documentation of criminal law, code of conduct and University policy violations. USI Public

Safety also investigates traffic accidents, property damage and injuries that occur on USI property.

The USI Public Safety Parking Department monitors and enforces all parking and traffic regulations on campus. The Parking Department liaisons with many other University entities to manage the many special events that occur on campus and to ensure there is adequate and safe parking for individuals that attend these events. The Parking Department telephone number is 812-465-1091 for routine inquiries and business. All parking regulations may be viewed online at <http://www.usi.edu/parking/>.

Working Relationships with Law Enforcement

USI Public Safety maintains a highly professional working relationship with the Vanderburgh County Sheriff's Office, Evansville City Police, Indiana State Police, Indiana State Excise Police, Indiana Department of Natural Resources and numerous federal law enforcement agencies. A new memorandum of understanding with the Vanderburgh County Sheriff's Office provides an enhanced law enforcement presence on campus.

All crime victims and witnesses are strongly encouraged to report any crime immediately to USI Public Safety. Prompt reporting will assure a quick and efficient response and the ability to warn the campus community of any threats in a timely manner.

Annually, USI Public Safety requests from law enforcement agencies with jurisdiction, a summary of all crimes occurring on campus, contiguous to the campus and or at locations under the control of the university. The new enhanced law enforcement presence on campus ensures frequent and consistent communication between Public Safety and the Sheriff's Office.

USI Public Safety also monitors through public records and with the assistance of local law enforcement any criminal activity by students at non-campus locations of student organizations officially recognized by the institution, including student organizations with non-campus housing facilities. If Public Safety learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external law enforcement agency and forward information about the situation to the Dean of Students Office.

Stone Family Center for Health Sciences

The University of Southern Indiana, with the Indiana University School of Medicine and the University of Evansville, officially marked the opening of the Stone Family Center for Health Sciences in downtown Evansville on August 9, 2018.

A collaborative effort between the three universities, the Stone Center will hold the Indiana University School of Medicine – Evansville as well as programs for both the University of

Evansville and USI. More than 250 USI graduate-level students in the Master of Science in Occupational Therapy, Master of Science in Nursing and Doctor of Nursing Practice programs, and 120 undergraduate, senior nursing students will utilize the Stone Center.

Campus Contacts

- IUPD-Evansville's non-emergency line is available 24hours-a-day at 812-855-2425.
- USI Public Safety's non-emergency line is available 24 hours-a day at 812-464-1845.
- IU Director and Associate Dean may be contacted at 812-909-7224
- USI Dean of the College of Nursing and Health Professions 812-465-1151
- Physical Plant can be contacted via David Perkins 317-633-6300 or 812 549-7681

Academic and Administrative Building

Campus security and access controls include:

- Indiana University Police Officers are on duty Monday-Friday from 7 a.m.-11 p.m. When IUPD officers are not on duty a private security vendor provides security services. IUPD officers/security officers are on duty 24 hours a day 365 days a year.
- The building is unlocked and open to the public from 7 a.m. - 6 p.m. Monday-Friday. The building is locked and only accessible by means of card swipe Monday through Friday between 6 p.m. - 7 a.m. and on weekends and holidays. Weekend and after hours events are hosted by the respective university with Building Committee recommendation and Condo Board approval.
- The property management company (Hokanson Companies) maintains interior and exterior lighting of the property, in addition to the facility and landscaping. Members of the campus community are encouraged to report any lighting deficiencies or landscaping that might create an unsafe area to David Perkins at 317-633-6300 or David.Perkins@hokansoninc.com.

Campus Residence Buildings

- Stone Family Center for Health Sciences does not operate any on-campus residential facilities.

For Clery statistical purposes, the Stone Family Center for Health Sciences will be counted as a separate campus and related statistics included in Appendix 2-A. Additional information about the Stone Family Center of Health Sciences can be found at:

<https://medicine.iu.edu/evansville>

TO REPORT A CRIME

Public Safety

Emergency: 812-492-7777

Non-Emergency: 812-464-1845

On Campus Phone

Emergency: 7777

Non-Emergency: 1845

Anonymous Non-Emergency

Phone Tip-Line: 812-228-5029

Silent Witness E-Mail:

<http://www.usi.edu/security/silent-witness-report-form>

CARE Team Report:

https://publicdocs.maxient.com/reportingform.php?UnivofSouthernIndiana&layout_id=3

Law Enforcement non-emergency

Sheriff HQ: 812-421-6200

Sheriff Operations: 812-421-6201

Evansville PD: 812-436-7896

Indiana St Police: 812-867-2079

Indiana Excise: 812-882-1292

Reporting Concerns

General Procedures for Reporting a Crime, Suspicious Behavior or an Emergency:

The University of Southern Indiana strongly encourages all members of the USI community to report any known or suspected criminal activity or safety concerns occurring on USI property or during USI activities to USI Public Safety or the Vanderburgh County Sheriff's Office. By working together, the University community and Public Safety can reduce crime and increase safety awareness on campus. Members of the University Community may report criminal activities or other emergencies in a variety of ways. While we encourage all campus community members to promptly report all crimes and emergencies directly to USI Public Safety, we recognize that some may prefer to report to different individuals or University offices.

Emergencies-Don't wait. Call Public Safety at 812-492-7777 when you notice an incident occurring!

Campus Security Authority Reports-If you are a CSA, you have a legal obligation to report all criminal activity occurring on campus or during USI activities. Don't wait, call USI Public Safety at **812-492-7777**.

Sexual Misconduct Reports of sexual misconduct must also be reported to your campus title IX

Depending on the nature of the particular report, USI Public Safety may either send an officer to the caller's location or ask the caller to come to the Public Safety office to file an incident report. After the report is filed, an investigation may be conducted. As required by law or policy, an incident report may be forwarded to other University offices for review for potential action. These offices include but are not limited to:

- University Title IX Coordinator or a deputy coordinator
- Human Resources
- Academic Affairs
- Office of Risk Management
- Environmental Health and Safety
- Dean of Students
- Housing and Residence Life

Voluntary, Confidential Reporting: If you are a victim of or witness to a crime, but you do not want to pursue action within the University system or the criminal justice system, you may still choose to make a report and request that it remain confidential. The purpose of such a report is to comply with your wish to keep your identity confidential, while also providing information to help ensure the future safety of yourself and others. A USI Public Safety Officer can file a confidential report detailing the incident without revealing your identity, to the extent allowed by state and federal laws. Certain information and details may be requested for public inspection, as stated in Indiana Code 5-14-3 and as described in the Daily Crime Log section below. Using the information provided in the confidential police report, the University can keep an accurate record of the number of incidents involving students, employees, and visitors; determine whether there is a pattern of crime with regard to a particular location, method, or assailant; and alert the University community to potential dangers. Reports filed in this manner may be counted and disclosed in the annual statistical disclosure for the University, included in the Daily Crime Log, and used for the assessment of timely warning notifications without using any personally identifiable information.

Anonymous Reporting: If you have witnessed or have information regarding a crime or incident that has occurred on campus, you may anonymously submit the information directly to USI Public Safety using the [*Silent Witness Form*](#). The information is submitted in email form and will be kept strictly confidential. The silent witness form is to be used for crimes or incidents occurring on USI campus property or crimes or incidents occurring off campus that involve University of Southern Indiana students, faculty, or staff. **It is important to note that a silent witness report is for non-emergency information or situations and will not result in an immediate emergency response from Public**

Safety. If you require immediate assistance, call campus ext. **7777 or 812-492-7777**. All other off-campus crimes should be reported to the appropriate law enforcement agency by dialing 911.

USI Public Safety also has established a telephone **TIP LINE** that allows callers the option of providing anonymous information in a voice mailbox as to any criminal activity or University Code violations. The **TIP LINE** is another method provided to the campus community to assist in establishing a safe campus environment. The **TIP LINE** is available 24 hours a day to provide **non-emergency information**. The **Tip Line number is 812-228-5029 or campus extension "5029"**.

Students who have the Rave Guardian phone application can also report incidents to Public Safety. This can be done using the chat feature which also allows the reporter to remain anonymous.

Dean of Students Care Team Report Form: The University of Southern Indiana is committed to supporting a positive, healthy and safe student experience. The University's CARE Team is a cross-functional assessment group, chaired by the Dean of Students that responds to students in apparent/potential distress. C.A.R.E. stands for ***Campus Action Response and Engagement*** of students in distress. The CARE team works collaboratively to provide confidential, respectful, and proactive support, while offering resources and balancing the educational needs of students within the overall mission of the University.



The CARE Team initiative was developed to assist students who may be having difficulty adjusting to the USI community or who may need additional support to be successful in the University environment. This is a pro-active program not punitive or intended to get students in trouble or to be utilized as a means of reporting emergencies. Please call x7777

from an on-campus phone or 812/492-7777 from off-campus if you require immediate assistance.

Reports regarding students of concern may be taken by any of the members of the team; however, it is preferred that reports be provided through the online [CARE Team Reporting Form](#) or by calling the Dean of Students Office (or the Office of Public Safety in an emergency).

Campus Security Authorities (CSA): The Clery Act recognizes certain University officials as “Campus Security Authorities” (CSA). The Clery Act describes these individuals as “officials of the institution with 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 duty to take action on behalf of the institution.” All personnel designated as a Campus Security Authority are provided annual training regarding their responsibilities. While the University has identified numerous USI campus officials as a CSA, the following offices have been designated as places **where campus community members** may report crimes:

OFFICIAL	CAMPUS ADDRESS	TELEPHONE
Public Safety	Public Safety Building	812-492-7777
Dean of Students	University Center East	812-464-1862
Human Resources	Wright Admin Building	812-464-1815
Housing and Residence Life	Housing Office	812-468-2000
Student Conduct	Dean of Students Office	812-464-1862

Emergency Telephones: Throughout the campus, campus buildings and housing areas, the University has installed numerous indoor, outdoor and elevator emergency telephones. The convenient location of these emergency phones provides access to report an emergency or incident if other communication methods are not available. By pressing the button on these emergency phones, users are immediately connected to the Public Safety Dispatch Center. A link to view the locations of the outdoor emergency phones is <https://www.usi.edu/map/>

Pastoral Counselors and Licensed Professional Counselors: Any pastoral counselors and licensed professional counselors on campus, working in that capacity, are not considered campus security authorities (CSAs). Therefore, they are not required to report crimes for inclusion into the annual disclosure of crime statistics. However, if they deem it appropriate, these counselors may inform students about the University’s policies and

procedures about reporting crimes on a voluntary basis and seeking help if they are the victim of a crime

Campus Notifications

RAVE Alerts: The [RAVEAlert](#) system is the University of Southern Indiana's mass communication tool for alerting students and employees to immediate dangers and ongoing threats that could cause harm or impact safety. RAVEAlert also is used to provide guidance in an emergency or critical incident, and to communicate relevant updates. USI will activate the system based on the circumstances of a particular situation. University officials authorized and responsible to write, issue and send messages through the RAVEAlert system are the Director of Public Safety and his designee(s), VP for Business Affairs and Communications/Marketing personnel.

Since USI has students and faculty at two separate campuses, a system that sends out messages to everyone via different methods is necessary to ensure emergency information is quickly disseminated. USI Students/faculty at the Stone Center for Health sciences have access to both the USI RAVEAlert system and the similar Indiana University system, **IU-Notify**.



The University of Southern Indiana may send out two types of alerts that satisfy Clery Act requirements to keep the campus informed about safety and security threats: "Emergency Notifications," and "Timely Warnings/Safety Alerts."

Immediate Emergency Notifications: "Emergency notifications" are used to *immediately* notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an *immediate or present* threat to the health or safety of the

campus community. University officials authorized to send through the RAVEAlert system will without delay and taking into account the safety of the community, collaborate to determine the content of the notification and initiate the notification system. These officials will communicate information regarding the threat to the appropriate campus community. USI will not immediately issue a notification for a confirmed emergency or dangerous situation if by doing so, in the professional judgement of Public Safety and campus officials, it will compromise efforts to assist a victim, to contain the emergency, to respond to the emergency, or to otherwise mitigate the emergency.

USI officials will use their discretion to determine the content of the alert, specific method(s) of notification, recipients of the notification and the sending authority. The purpose of initial emergency alerts is to put the campus community on alert. Initial alerts may contain very limited information on the nature of what is occurring and specific locations. USI will provide proper follow-up information as it becomes available and as appropriate.

Notification may be accomplished using a variety of messaging methods, which may include on or more of the following: text messages, telephone calls, email, social media, website banners, face-to face communications and building enunciator systems.

If there is a need to disseminate information outside the campus community, communication may be accomplished in the following ways: Posting to the USI website, distribution to local news agencies, Social media posts, and posting flyers in campus buildings.

Timely Warnings: USI Public Safety shall issue *Timely Warnings or Safety Alert Reports* to the campus community to provide timely and accurate warning notices to the campus community when appropriate and to ensure inclusion in the annual crime statistics. In the event of a serious crime or ongoing threat, a *Safety Alert* will be sent to all students, faculty and staff. These alerts are issued by USI Public Safety and will provide the campus community with information to take steps to protect themselves from similar incidents.

The University will issue Timely Warning or Safety Alerts whenever the following criteria are met: (1) a crime is committed; (2) the perpetrator has not been apprehended; and (3) there is a substantial risk to the physical safety of other members of the campus community because of this crime. Such crimes include but are not limited to: (1) Clery Act crimes that are reported to any campus security authority or local law enforcement; or (2) the University shall determine that the incident represents an ongoing threat to the campus community.

Additionally, Public Safety may issue a Timely Warning or Safety Alert if there is a pattern of crimes against persons or property. For incidents involving off-campus crimes, the University may issue a Timely Warning or Safety Alert if the crime occurred in a location used and frequented by University population. The director of USI Public Safety or his designee reviews all reports to determine if there is an ongoing threat to the campus community, and if the distribution of a Timely Warning or Safety Alert is warranted.



Rave Guardian App

Rave Guardian is a free mobile app available for iOS and Android devices that allows USI students, faculty and staff access to a variety of safety features on their personal devices. The USI features of the app can be activated by anyone with an active USI directory listing. Rave Guardian is available in the Apple App Store and the Google Play Store. The Rave Guardian app provides several key features that make it an important safety resource for all users.

Safety Timer: The Safety Timer feature allows users to set a timer for the duration they expect to be traveling, regardless of mode of transportation. If the timer expires, the app sends a text message alert to a "Guardian," which is any personal contact designated by the user, that the timer is over prompting them to reach out and ensure the user's wellbeing. If necessary, the designated Guardian can then contact USI Public Safety (if the user is on campus or other USI property) or 9-1-1 to report an emergency.

Chat: The chat function also allows users to directly and, if desired, anonymously contact USI Public Safety via chat to report an incident or request assistance, including the ability to share their location. This functionality works only on the USI campus or in one of the other two campus locations in downtown Evansville and New Harmony, Indiana. The user must manually choose their location.

USI Emergency: The USI Emergency button allows users to quickly call Public Safety with the touch of a button. This functionality also only works on the USI campus or in one of the

other two campus locations in downtown Evansville and New Harmony, Indiana selected by the user. Those off campus should dial 911 for an emergency.

Important Numbers: This button provides access to a wide variety of campus and regional safety and wellness resources that can be called with a single click.

USI on the Web: This button provides one-click links to a comprehensive list of safety- and wellness-related campus resources and departments as well as several off-campus resources.

Inbox: The inbox collects important messages from Public Safety including Rave emergency alerts.

The app is not mandatory, but students, faculty and staff are encouraged to download and use the Rave Guardian app to enhance their personal safety and the safety of others on campus and other USI properties.

USI Website and Social Media: “Timely Warnings/Safety Alerts” or “Emergency Notifications” may also be posted to the USI website that then may be distributed by other USI social media sites such as [Facebook](#), [Twitter](#), [LinkedIn](#), [Instagram](#) or [YouTube](#). Certain alerts may be emailed (MyUSI) to specific groups based upon the nature of the alert. USI Public Safety may also utilize the USI media (Shield, radio, television), USI message boards (Blackboard system), the fire enunciator system, USI telephone services, personal messengers and the local media network to assist in distributing information.

To be prepared for an emergency situation, all USI Public Safety officers and dispatchers are required to issue a monthly test message. More information on the RAVEAlert system and instructions on how to update your account can be located at <https://www.usi.edu/public-safety/campus-warnings-rave-alerts/>

Emergency Response and Evacuation Procedures

Emergency Preparedness and Response: USI Public Safety assists departments and campus buildings with developing, maintaining, and implementing emergency operations plans, developing and conducting exercises, hazard and risk education, and building partnerships with external response agencies.

The University of Southern Indiana Emergency Response Plan (ERP) addresses the University’s response to emergencies by adopting an all hazard approach to both human and natural caused hazards. An emergency is an event, expected or unexpected, that poses

an immediate threat to the health and safety of students, faculty and staff. Emergency response and evacuation procedures are documented in the campus Emergency Response Plans and Emergency Procedures and Building Emergency Action Plans. Evacuation route maps are posted throughout campus buildings.

The ERP establishes a Campus Incident Response Team that utilizes the National Incident Management System-Incident Command System (NIMS ICS) for managing a response to emergencies and disaster events and is intended to be fully NIMS compliant.

USI Public Safety develops and implements emergency plans, including disaster response, fire safety and evacuation plans for University events occurring on and off campus.

The University conducts emergency response exercises annually, such as tabletop exercises, annual fire drills and tests of the emergency notification systems on campus.

These tests are designed to assess and evaluate current emergency plans and capabilities of the University. These tests are documented with a description of the test/drill/exercise, the date held, the time started and ended, whether the test/drill/exercise was announced or unannounced and includes any follow-through activities designed for assessment and evaluation of emergency plans and capabilities. The Environmental Management manager maintains these records.

USI Public Safety officers and supervisors have received training in NIMS, the Incident command system and proper response to critical incidents. When a serious incident occurs that causes an immediate threat to the campus, the first responders on the scene are usually University Public Safety Officers. Depending on the nature of the incident, other University departments and other local or federal agencies could also be involved in responding to the incident.

Daily Crime Log

The Daily Crime Log includes records of criminal incidents and alleged criminal incidents that have been reported to USI Public Safety on campus. The Daily Crime Log entries contain more detail than the Annual Crime Statistics Disclosure. It includes all crimes and incidents, not just those reported for Clery Act purposes. Information may not be included in the log if prohibited by law or if the disclosure would jeopardize an ongoing investigation. This crime log is available online at: <https://www.usi.edu/public-safety/usi-public-crime-log/> Or you can contact USI Public Safety at 812-464-1845.

Facility Access and Security

The campus is home to the majority of USI's schools and administrative offices, as well as classrooms, libraries, physical activities and fitness centers and residential housing. Most facilities have individual hours, which may vary depending on the time of year.

University Buildings: University buildings and grounds are categorized as three types: dedicated, semi-public and public. Public space, open for public use and pleasure, includes sidewalks and campus drives. Academic and administrative buildings are open to the public at a minimum, during normal business hours. Dedicated and semi-public areas are available only for University programs and events scheduled through the University. Off-campus sites hours may vary. Other semi-public facilities' hours are posted each semester. Public Safety is charged with keeping all areas secure and safe, guarding the campus and student housing. Unauthorized persons may be asked to leave campus and student housing.

Card Access: Access to some University buildings are controlled by card readers during and after regular business hours and some may have varied levels of access. Card access to buildings is provided, maintained, and updated upon proper authorization, by USI Public Safety. Authorized persons experiencing problems with the system should contact Public Safety at 812-464-1845. Emails should be directed to [Public Safety-Card Access Group](#).

Campus Housing Access: Special considerations for campus residence access include:

- Residence halls-secured 24 hours a day
- Key card access.
- Video recording and monitoring.
- Resident Assistant walk-through after hours.
- Public Safety and Sheriff patrols.

Security Considerations for Maintenance of University Facilities: USI Public Safety patrols campus buildings and grounds regularly. If officers notice any unsafe conditions, such as poor lighting, they report such conditions to the appropriate campus administrators for correction. Members of the campus community are encouraged to report any unsafe campus conditions to USI Public Safety immediately or any of the following numbers:

- USI Facility Operations and Planning-812-464-1782 (24-hour presence)
- Risk Management-812-461-5366 (During Business Hours)
- Environmental Management-812-461-5393 (During Business Hours)

Missing Student Notification

The Higher Education Opportunity Act of 2008 (effective August 14, 2008) requires any institution participating in a Title IV federal student financial aid program that maintains on-campus housing facilities to establish a missing student notification policy and related procedures.

If a member of the university community has reason to believe that a student, who resides in on-campus housing, is missing, they should ***immediately*** notify USI Public Safety at **812-492-7777**. Public Safety will generate a missing person report and initiate an investigation. After investigating the report, should Public Safety determine that the student is missing and has been for more than 24 hours, Public Safety shall notify local law enforcement and the student's emergency contact as soon as practicable and no later than 24 hours than the student is determined to be missing.

In addition to registering an emergency contact, students residing in on-campus housing have the option of identifying, confidentially an individual to be contacted by USI Public Safety in the event the student has been determined to be missing for more than 24 hours. If a student has identified such an individual, Public Safety will notify that individual as soon as practicable and no later than 24 hours after the student has been determined to be missing. A student who wishes to identify a confidential contact person may do so through the USI Housing and Residence Life housing application form. This confidential contact information will be accessible only by authorized university officials and law enforcement as appropriate. If the missing student is under the age of 18 and is not emancipated, Public Safety will notify the student's parent or legal guardian, in addition to the student's designated contact.

While students are under no obligation to notify the University, they plan to spend time away from their campus residence they are strongly encouraged to share information with family, friends or housing staff when they do so.

University Alcohol and Drug Policies: The University of Southern Indiana prohibits the illegal manufacture, possession, use, and/or distribution of drugs and alcohol by students, employees, and visitors in student housing, University-owned or leased property or as a part of any "university activities". With few exceptions, the University maintains a "dry" campus. Legal use of alcohol beverages may be permitted on campus

only if approved by the president or designee. All state and federal laws regarding alcohol and drugs are strictly enforced.

University regulations and Indiana state law prohibit the use, possession, or distribution of narcotics or controlled drugs without a valid prescription. Violators of alcohol and drug policies are subject to the provisions of the applicable state and federal laws as well as University disciplinary actions.

Public advertisements of alcohol products are prohibited. This includes but is not limited to any signs or advertisements that are visible from public areas, alcohol signs, or other inappropriate displays or objects visible from outside your apartment, residence hall, or campus building. Alcohol containers are prohibited. This includes but is not limited to containers kept as decoration, alcohol paraphernalia (e.g. "beer bongs"), and those containers that are put in the garbage or are lying about your apartment, residence hall

suite, or campus building. Free assistance and on-going educational programs are provided by the University for students and employees. Additional information is available by requesting a Drug and Alcohol Abuse Policy and Prevention brochure from the USI Counseling Center or Human Resources Office. A student has a responsibility to ensure the well-being of their guests and fellow students. If an individual needs emergency medical attention, the student is required to call an ambulance or other appropriate emergency response personnel (University public safety, ambulance, police, fire, etc.) to gain that assistance. If a student fails to carry out this responsibility, the student may be subject to severe University sanctions and may potentially be subject to additional civil and/or criminal liability.

Call for Help-You could save someone's life!

Know the signs of Alcohol Poisoning:

- *Passed out or difficult to wake*
- *Cold, clammy, pale or bluish skin*
- *Slowed breathing*
- *Vomiting while asleep or awake*

Know how to help:

- *Turn a vomiting person on his or her side to prevent choking*
 - *Clear vomit from the mouth*
 - *Keep the person awake*
 - *NEVER leave the person unattended*
-
-

Medical Amnesty: The University recognizes the State of Indiana Lifeline law, which provides amnesty for some alcohol related crimes. When a student is intoxicated or under the influence of drugs/controlled substances and seeks medical assistance, s/he may be granted amnesty from formal disciplinary action by the University for violating alcoholic beverage or drug/controlled substance policies.

Upon receiving a report that a student needs medical assistance, University personnel will respond through the Public Safety and officials will use standard procedures for documenting and collecting information for all parties involved. Conduct charges will be deferred and will be dismissed upon successful completion of an approved alcoholic beverage or drug/controlled substance intervention program, leaving the student with no disciplinary record. Failure to successfully complete an approved alcoholic beverage or drug/controlled substance intervention program, as required, will result in the processing of charges and may result in more severe sanctions. To view a guide with information ***USI on the Lifeline Law***, please visit <https://www.usi.edu/media/3437446/Lifeline-Handout-FINAL.pdf>.

Health Risks

Fact Sheets describing the health effects to your body and brain while using drugs and alcohol can be found on the Drug Enforcement Administration's website at <http://dea.gov/druginfo/factsheets.shtml>

Legal Sanctions

A description of applicable legal sanctions under local, state (Indiana), or federal law for the unlawful possession or distribution of illicit drugs and alcohol are:

- Laws governing the production, possession, storage, sale, delivery, transportation, or financing of alcohol and drugs are set forth in the Indiana Code, including Offenses Related to Controlled Substances (Indiana Code 35-48-4) and Alcohol and Tobacco-Crime and Infractions (Indiana Code 7.1-5)
- Federal laws and sanctions concerning distribution and penalties can be found at: http://www.dea.gov/sites/default/files/drug_of_abuse.pdf#page30.

Alcohol/Drug Programs & Resources

USI is committed to promoting the health and safety its campus community through drug and alcohol education, prevention and awareness programs, the implementation of relevant policies, and the access to resources. USI encourages members of the community who may be experiencing difficulty with drugs or alcohol to utilize campus resources as well as resources outside of the campus community. Campus resources include:

Program Title and Description	Contact Information	Availability
<p>Employee Assistance Program The University provides a confidential employee assistance program through Deaconess CONCERN which provides assessment, short-term counseling, referral and follow-up services for eligible employees and members of their household. Family, marital, financial, or work-related problems are dealt with in a completely confidential manner by one of the EAP counselors. Employees and members of their household are eligible for up to eight free visits; additional visits are covered by most health plans. The cost of the EAP is paid by the University.</p>	<p>Contact Deaconess CONCERN Toll-free: 800-874-7104 Local: 812-471-4611</p>	<p>Off Campus: Employees</p>
<p>University Health Center (Health Professions Building) Provides medical services and health-related information to students, faculty and staff.</p>	<p>Room HP 0091 812-465-1250 Immunizations 812-461-5285 Open 8a-430p M-F Summer 9a-3p M-F</p>	<p>On campus: Employees and Students</p>
<p>Counseling Center Provides group and individual counseling for mental health issues including alcohol and substance abuse</p>	<p>Orr Center, Room 1065 812-461-5288 Open 8a-430p M-F</p>	<p>On campus: Students</p>
<p>Alcohol Awareness Week Annual October awareness campaign designed to educate students on responsible drinking, binge drinking, and drinking and driving. Information about alcohol poisoning and medical amnesty also provided</p>	<p>Student Government Association University Center East sga@usi.edu</p>	<p>On Campus: Students</p>
<p>Safe Spring Break Annual spring semester campaign to increase awareness of responsibility in a Spring Break type atmosphere. Focus is</p>	<p>Recreation, Fitness and Wellness 812-461-5268</p>	<p>On Campus: Students</p>

on personal safety and alcohol poisoning		
Alcohol.EDU-Underage Drinking Prevention Online training that is mandatory for all incoming freshman as well as all student athletes. Learning Objectives include: Peer Pressure, Underage Drinking Laws, Alcohol and the Brain and Body, Bystander Behaviors, Values & Goal-Setting, Challenging Common Myths and Talking to Parents	Dean of Students Office University Center East 812-464-1862 deanofstudents@usi.edu	Online: Students
Public Safety USI Public Safety provides programming about impaired driving, Indiana alcohol/narcotic laws, alcohol poisoning, medical amnesty and other safety matters	Public Safety 812-464-1845	On Campus: Faculty, Staff and Students

University/Campus Policies & Disciplinary Sanctions

USI will impose disciplinary sanction on students and employees who violate university policy, state law and/or federal laws, up to and including expulsion or termination of employment and referral for prosecution. Violators of USI policy are subject to the provisions of applicable laws as well as University disciplinary actions, which may include sanctions such as eviction from campus housing, revocation of other privileges, or suspension, expulsion, or termination from the University. Disciplinary action may also be taken to protect the interests of the University and the rights and safety of others. University and campus policies pertaining to the possession, use and sale of alcohol and controlled substances are outlined below.

- Drug and Alcohol Policies (for all staff and employees): <https://handbook.usi.edu/drug-and-alcohol-policies>
- Code of Ethics (for all staff and employees): <https://www.usi.edu/media/3261069/45-University-Handbook.pdf>
- Student Rights and Responsibilities: <https://www.usi.edu/media/5621376/code-section-2019-2020.pdf>
- Alcohol Policy at Sponsored Events: <https://handbook.usi.edu/alcohol-policy-at-sponsored-events>

Firearms/Weapons Restrictions on Campus

Weapons - Possession, use or transportation of any weapon, as defined below, on any university owned, operated or leased property, without prior authorization from the Director of USI Public Safety or designee is prohibited.

Explosives – Any device which is intended or designed to explode or any device which a reasonable person would believe, either through appearance, markings or otherwise, to be a device intended or designed to explode. This includes all fireworks.

Firearms – Any device such as a rifle, handgun or shotgun, that is capable of shooting a projectile. This includes any device that may be perceived as a firearm due either to appearance, situation or markings. Examples include but are not limited to, air soft, BB, paintball, pellet, water, replica or counterfeit look-a-like firearms.

Knives – Possessing, carrying or using any knife with a blade longer than three inches. Other Dangerous or Deadly Weapons – Ammunition, arrows, batons, blow-darts, blow-dart guns or tubes, bows, brass knuckles, martial arts weapons, electronic stun devices, sling shots, swords, throwing stars, or other dangerous or deadly weapon.

Any Object Intended for Use as a Weapon – Any object intended for use as, or used as, a weapon, regardless of the original purpose of the object.

Personal Safety Device (Chemical Spray) – Persons are permitted to carry chemical spray, which is sold for personal protection, however persons choosing to carry chemical spray are responsible for ensuring that they are properly secured, maintained, only used for defensive purposes and according to manufacture instructions.

Exceptions Law Enforcement - Sworn law enforcement officers authorized to possess firearms.

Educational Purposes - Certain weapons may be approved for academic instruction or research purposes. Prior authorization from the Director of Public Safety or designee is required.

Any further questions on this policy should be directed to USI [Public Safety](#) at 812-464-1845.

Crime Statistics

The information contained in this section provides context for the crime statistics reported in this document as part of compliance with the Clery Act. The actual statistics are located in the Appendices section of this document.

Report Publication and Preparation: The statistics in this report are published in accordance with the standards and guidelines set by federal law. USI Public Safety submits the crime statistics published in this report to the Department of Education. The statistical information gathered by the Department of Education is available to the public through the USI [Public Safety](#) website. A daily crime log is also available for review 24 hours a day at the Public Safety Office.

USI Public Safety publishes this report to inform the campus community of what is actually happening on campus. This includes information on safety and security policies, crime statistics and initiatives to prevent and respond to crime and emergencies. This report complies with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Disclosure Act. This report uses information reported to Public Safety, Student Affairs, Student Conduct, Housing and Residence Life, Dean of Students Office, Campus Security Authorities and information from local law enforcement that service the University area.

The procedures for preparing the annual disclosure of crime statistics: include reporting statistics to the University community obtained from the following sources: The Vanderburgh County Sheriff's Office (VCSO), Evansville Police Department (EPD), Indiana State Police (ISP), and the Indiana State Excise Police and non-law enforcement officials. For statistical purposes, crimes reported to any of these sources are recorded in the calendar year the crime was reported.

A written request is made on an annual basis to all non-law enforcement officials who include Campus Security Authorities. A designated Campus Security Authority includes but

is not limited to University administration, deans, directors, department heads, residence life staff, public safety and athletic staff. Statistical information is encouraged to be reported by employees of the University Counseling Center even though they are not required to disclose crime statistics for this document. Public Safety annually encourages employees of the University Counseling to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

This report contains information from the previous three years concerning reported crimes that occurred on campus, in certain off campus buildings or property owned, leased or controlled by the University of Southern Indiana. This report also contains institutional policies concerning campus security, fire Safety and policies concerning sexual misconduct and alcohol and other drugs. Appendix 2 contains the last three years of Clery Act statistics.

By October 1 of each year, the University distributes the availability of the Annual Security and Fire Safety Report to the entire University community. Anyone including prospective employees and students may obtain a copy of the report by contacting USI Public Safety during regular business hours at 812-464-1845 or by visiting <http://www.usi.edu/asfs-report>

Definition of Crimes

Definitions for ***Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons: Carrying, Possessing, etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations*** are from the ***Summary Reporting System (SRS) User Manual*** from the FBI's Uniform Crime Reporting (UCR) program. The definitions of ***Fondling, Incest, and Statutory Rape*** are from the FBI's ***National Incident-Based Reporting System (NIBRS) Data Collection Guidelines edition*** of the UCR. ***Hate Crimes*** are classified according to the ***FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual***. Definitions for the categories of ***Domestic Violence, Dating Violence and Stalking***, are obtained from the ***Violence Against Women Act of 1994*** and repeated in the Department's ***Clery Act*** regulations.

Aggravated Assault: An unlawful attack by one person upon another for 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.

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 of a structure to commit a felony or a theft. For reporting purposes, this includes unlawful entry with the intent to commit a theft or felony.

Disciplinary Referrals: Individuals referred to the Dean of Students Office for the initiation of a disciplinary action of which a record is kept and which may result in the imposition of a sanction. These referrals are for liquor law, drug law and illegal weapons violations. These referrals include incidents reported directly to USI Public Safety and incidents reported directly to the DOSO by other members of the USI community.

Drug Law Violations: The violation of state and local laws, specifically those related to the unlawful possession, sale, use, growing, manufacturing, making of a narcotic drug.

Sexual Battery (Fondling): The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Hate Crimes: a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability. Hate Crimes reported include all of the crimes listed above, plus larceny/theft, simple assault, intimidation and destruction/damage/vandalism of property that are motivated by bias.

- **Larceny-Theft:** the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing.
- **Simple Assault:** an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- **Intimidation:** to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

- **Destruction/Damage/Vandalism of Property (except Arson):** to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Liquor Law Violations: The violation of state laws or local laws/ordinances prohibiting the manufacture, sale, purchase, transportation possession or use of alcoholic beverages. This includes maintaining unlawful drinking places, bootlegging and operating a still, furnishing liquor to a minor or intemperate person, underage possession, using a vehicle for illegal transportation of liquor, drinking on trains or public conveyance and any attempt to commit any of the aforementioned. Public intoxication or driving under the influence is not counted in this definition.

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

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

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

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

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

Sexual Exploitation: occurs when an individual takes non-consensual or abusive sexual advantage of another for one's own advantage or benefit, or to benefit or advantage anyone other than the one being exploited, and that behavior does not otherwise constitute one of the other sexual misconduct offenses described in this policy. Examples of sexual exploitation include, but are not limited to: invading another's sexual privacy; prostituting another individual; making non-consensual videos, audio-tapes, or photographs of sexual activity; going beyond the boundaries of consent (such as letting one's friends hide in the

closet to watch consensual sex); engaging in voyeurism; knowingly transmitting a Sexually Transmitted Infection (STI) or HIV to another individual; exposing one's genitals in non-consensual circumstances or inducing another to expose one's genitals.

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Weapon Law Violations: The violation of laws or an ordinance dealing with weapons offenses, regulatory in nature, such as those prohibiting the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons and any attempt to commit the aforementioned. Deadly weapons include but are not limited to firearms, cutting instruments, butting instruments, explosives, and incendiary devices.

Definitions of Geography

On Campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used in direct support of or in a manner related to the institution's educational purposes, including residential halls; and any building or property that is owned by the institution, but controlled by another person, is frequently used by students, and supports institutional purposes.

Non-Campus Building or Property: Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes; is frequently used by students and is not within the same reasonable contiguous geographic area of the institution.

Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Sexual Misconduct and Relationship Violence Policy (Dating Violence, Domestic Violence, Sexual Assault & Stalking)

Policy Statement

The University of Southern Indiana (“University” or “USI”) embraces and celebrates the many differences that exist among the members of a dynamic, intellectual and inclusive community, and strives to maintain an environment that respects differences and provides a sense of belonging and inclusion for everyone. Any form of unlawful discrimination or harassment, including sexual or gender-based harassment, sexual assault, sexual exploitation, dating violence, domestic violence or stalking, will not be tolerated. The University is prepared to take prompt action to prevent and correct behavior that violates this Policy and to remedy its effects.

The University prohibits all forms of sexual misconduct and relationship violence (regardless of the gender of those involved). The University has jurisdiction over and complies with all applicable federal and state laws as amended, including but not limited to Title IX of the Higher Education Amendments Act of 1972 (Title IX) and the Violence Against Women Reauthorization Act of 2013 (VAWA).

The focus of this policy is the protection of educational opportunity for students at the University. For faculty, administrators and support staff, compliance with this Policy is a term and condition of employment with the University. For students, compliance with this Policy is a term and condition of enrollment at the University.

Definitions: Domestic Violence, Dating Violence, Sexual Assault, and Stalking not only violate USI policy, but may also be crimes. The definitions used for counting the crime statistics found in this report are set by the Clery Act and located on the definitions of crimes and geography page. **A FULL COPY OF THE University of Southern Indiana**

Sexual Misconduct and Relationship Violence Policy may be found at

<https://www.usi.edu/media/5628227/sexual-harassment-policy.pdf>

Prevention and Awareness Programs: The University of Southern Indiana prohibits dating violence, domestic violence, sexual assault, and stalking as those terms are defined for the purposes of the Clery Act, as well as in the state of Indiana and under USI Policy. Educational programs are offered to promote awareness and prevention of such misconduct. These education programs may include: definitions of dating violence, domestic violence, sexual assault and stalking, as well as the definition of consent in reference to sexual activity; information about safe and positive options for bystander

intervention; information on risk reduction; and information on University policies and procedures concerning sexual misconduct.

Education and awareness programs may also include programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking. Educational programs will also include information on how and where to report incidents of sexual misconduct and available resources. USI offers programming to incoming students, new employees, and offers ongoing programs for students and employees.

Additional information and resources about USI's efforts to prevent sexual violence can be found at the following links:

- <https://www.usi.edu/sexual-assault-prevention-and-response>
- <https://www.usi.edu/counselingcenter/sexual-assault-domesticintimate-partner-violence-harassment-stalking/>
- <https://www.usi.edu/sexual-assault-prevention-and-response/get-involved/programs-events/>
- <https://www.usi.edu/sexual-assault-prevention-and-response/how-to-help-a-friend/>

ADDITIONAL USI PROGRAMS

Campus Clarity: All new and transfer students must complete this online training. The training is online sexual abuse prevention and responding to scenarios, as well as way to seek assistance or help friends who are involved in difficult situations.

RA Training: Training on the Sexual Misconduct Policy and the obligation of employees to report misconduct to the Title IX Coordinator.

RAD: Rape Aggression Defense class involves realistic self-defense tactics and techniques, taught by certified instructors (Free)

Victim Assistance

Students and employees during new orientations are provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and community.

Depending on the nature of the complaint, USI Public Safety officers provide students, staff and faculty with information on safety plans, the USI Counseling Center, Victim advocacy and other services as needed.

Other Resources:**USI Counseling Center****Orr Center 1051****812-464-1867**

Offers emotional support and understanding with the aim of reducing fears and anxieties. Emotional aspects of trauma can be explored and confidentially discussed. Counselors can serve as advocates and/or provide referrals to appropriate community resources.

University Health Center**Health Professions 091****812-465-1250**

Provides immediate and follow-up services for a person who has experienced a sexual assault, with the aim of identifying physical manifestations resulting from the emotional and physical trauma.

Albion Fellows Bacon Center**Domestic Violence 812-422-5622****Sexual Assault 812-424-7273****Toll-free 800-339-7752 (all answered 24 hours)**<https://www.albionfellowsbacon.org/>

Offers emotional support for victims, safe and protected housing or assistance in finding housing if you're not safe, and assistance and support in dealing with the Criminal Justice System. Provides information, referrals, or "just to lend an ear," and all calls are confidential.

YWCA**812-422-1191**

Provides services to victims of domestic violence, including a crisis line and emergency shelter.

Holly's House**812-437-7233**

Provides a safe, single location for reporting of violence.

USI Religious Life**8115A Wright Building (O'Daniel Apartment Complex)****812-464-1871**

Offers supportive counseling and spiritual care. Also provides advocacy services and referrals

to appropriate resources.

Housing & Residence Life

Your Resident Assistant or Area Coordinator

812-468-2000

Can provide you with general housing advocacy and emotional support during the crisis and through the recovery process.

Housing & Residence Life

Your Resident Assistant or Area Coordinator

812-468-2000

Can provide you with general housing advocacy and emotional support during the crisis and through the recovery process.

Dean of Students Office

University Center East 1229

812-464-1862

While a victim may choose not to prosecute criminally, s/he retains the right to file a complaint through the University Code of Student Behavior. Campus judicial matters are protected by the Family Rights and Privacy Act (FERPA). The Dean of Students office can also provide students with scheduling changes if necessary.

Public Safety

Security Building

812-492-7777 (emergencies) or 812-464-1845 (non-emergencies)

Vanderburgh County Sheriff's Office

911

Vanderburgh County Crime Victim Resources-a website for connecting victims with the appropriate services needed. <https://vccvr.org/>

Risk Reduction

The Clery act defines risk reduction as, "Options designed to decrease perpetration and bystander inaction; increase empowerment for victims in order to promote safety; and

help individuals and communities address conditions that facilitate violence.” Sexual assault like all other forms of violence, is never the fault of the person assaulted. Below are some general safety tips to consider that may help you avoid or escape situations where someone is trying to harm or take advantage of you sexually or physically:

- Be aware of your surroundings
- Listen to your intuition. If you feel like something is wrong, it probably is. Get out of the situation
- Don't be afraid to make a scene and yell, scream or run for protection
- Remember, alcohol and drugs can impair your perceptions and reactions. Be especially careful when you drink, and when you are with someone who has been drinking
- Watch your beverage at all times. Date rape drugs are tasteless, colorless and odorless. Victims don't know they have ingested these drugs until the effects are well under way
- Go with a group of friends when you go out to a party or to the bars and look out for each other
- Speak up or call authorities if you see someone who could be in trouble
- Let people know where you are going and arrange times for them to contact you

Bystander Interventions

The Clery Act defines bystander intervention as, “Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.”

All members of the USI community have a responsibility to create a safe, supportive, and inclusive learning environment. Bystander Intervention involves taking action in a situation when another individual needs help. This includes when someone may be at medical risk due to using drugs or alcohol, or vulnerable to sexual or intimate partner violence. To actively intervene, follow these steps:

- Notice the event. Pay attention to your surroundings.
 - Interpret the event as a problem. Recognize that someone is being taken advantage of, vulnerable, or in danger. When in doubt, trust your gut, and intervene at the earliest possible point.

- Take personal responsibility to intervene. If you don't intervene, it is unlikely that anyone else will.
- Decide how you are going to intervene. Try not to put yourself at risk or make the situation worse.
- Decide to intervene. Take action and intervene at the earliest possible point. If you are not able to fully intervene in a situation, consider responding by asking the victim if they need help or assistance, contacting the police, or seeking out others for assistance.

Types of Intervention:

- Direct intervention: Directly addressing the situation in the moment to prevent harm.
- Delegation: Seeking help from another individual. This may be someone who is in a role of authority, such as a police officer or campus official.
- Distraction: Interrupting the situation without directly confronting the offender by distracting the offender's attention or directing the potential victim away from the situation.

Incident Awareness - Emergency Numbers:

Remember to always call USI Public Safety in emergency situations. Calling Public Safety's emergency number (812-492-7777) will get you the fastest response on campus. If you see something that is not right or suspicious, we ask that you **A.C.T.**

A. Assess the situation

C. Call USI Public Safety @ 812-492-7777

T. Take action! This may be evacuating the area, observation to obtain a description or

license plate number OR an actual intervention on your part.

Retaliation Prohibited: Any attempt by faculty, administrators, support staff, or students to penalize, intimidate, or to otherwise retaliate against an individual who is participating in the University's Complaint Procedures for alleged violations of this Policy, is prohibited and subjects the one who has retaliated to possible disciplinary action, up to and including termination or removal from the University. Any person who believes that someone has been subjected to retaliation for making a complaint or for cooperating in an investigation should promptly contact the Title IX Coordinator or designee.

Are You A Victim? Recommended Procedures to Follow

If a crime of Domestic Violence, Dating Violence, Sexual Assault, or Stalking occurs:

Preserving Evidence: After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible. In Indiana, evidence may be collected even if you choose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where the individual was assaulted if the offense occurred within the past 96 hours.

This may allow evidence to be preserved that may assist in proving that the alleged criminal offense occurred/ is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections.

Victims of sexual assault, domestic violence, stalking, and/or dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, and other communications, as well as keeping pictures, logs or other copies of documents, if they have any, that would be useful to University adjudicators/investigators and/or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, and/or obtaining protection orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, they nevertheless should consider speaking with USI Public Safety or the Vanderburgh County Sheriff's Office to preserve evidence in the event that the victim decides to report the incident to law enforcement or the University at a later date.

Reporting the Incident: If you are the victim of any violence, including dating violence, domestic violence, sexual assault, or stalking, you are encouraged to seek help immediately. Your campus reporting options are listed on the following pages. Retaliation against anyone who makes a report of sexual misconduct is prohibited by University policy.

Involvement of Law Enforcement: Although the University strongly encourages all members of its community to report crimes to law enforcement (including on-campus law enforcement and/or local police), it is the victim's choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However,

University offices will assist any victim with notifying law enforcement if the victim so desires.

In certain instances, the University may need to report potential criminal misconduct to law enforcement authorities even when the complainant has decided not to do so. Such circumstances include those in which there is clear and imminent danger or risk to the complainant and/or the University community, in which a weapon was involved with the incident, child abuse, or in which the allegations involve sexual misconduct and the Complainant is under the age of consent. The necessity to report an incident to law enforcement will be shared with the complainant.

If you choose to report the incident to local law enforcement, a deputy/officer will take a statement from you regarding what happened. You will be asked to describe the suspect(s) and may ask questions about the scene of the crime, any witnesses, and what happened before and after the incident.

If you wish, you may have a support person with you during the interview. It is important to know, reporting an incident to the police is a separate step from choosing to prosecute. By filing a report, you are not obligated to continue with legal proceedings or University disciplinary action. However, prosecutors could still decide to bring charges and/or the University may still choose to subject the respondent to disciplinary proceedings. There are numerous reasons to report to USI Public Safety and local law enforcement, including:

- Assisting the victim and helping the victim access necessary resources;
- Taking actions to prevent further victimization, including issuing a crime notice to warn the campus community of an impending threat to safety;
- Apprehending the assailant;
- Collection and preservation of evidence necessary for prosecution;
- Seeking justice for the wrong that has been done to the victim; and
- Having the incident recorded for purposes of reporting statistics about incidents that occurred on campus. If a crime did not occur on University property, USI Public Safety can still assist in contacting the appropriate law enforcement agency.

Contact Information

Law Enforcement	Vanderburgh County Sheriff's Office 3500 N. Harlan Ave Evansville, IN 47711 (812) 426-6201 https://www.vanderburghsheriff.com/
USI Campus	Dean of Students Office 8600 University Blvd Evansville, IN 47712 (812) 464-1862 https://www.usi.edu/deanofstudents

Title IX Coordinator	USI Title IX Coordinator Ms. Carrie Lynn 8600 University Blvd Evansville, IN 47712 (812) 464-1703 https://www.usi.edu/sexual-assault-prevention-and-response
Online Report	A report can be made online on the “Sexual Assault Prevention and Response” website by clicking the “Report a sexual assault, violence or Harassment” button https://cm.maxient.com/reportingform.php?UnivofSouthernIndiana&layout_id=1
Protection Orders	Vanderburgh County Clerk 825 Sycamore St Evansville, IN 47708 (812) 435-5160 http://www.vanderburghgov.org/

University Procedures-Sexual Misconduct

The University will make reasonable efforts to ensure that the parties to the Complaint are treated with respect, dignity, and sensitivity throughout the process, including as applicable:

- 1) Referrals to appropriate University and community resources and supports such as the University Counseling Center and the Deaconess Concern Employee Assistance Program (EAP);
- 2) All reasonable efforts to comply with applicable laws and regulations regarding privacy;
- 3) All reasonable efforts to provide reasonable accommodations when requested and in accordance with University policy.
- 4) Informing parties of relevant University policies and Complaint Procedures.
- 5) Providing parties with the opportunity to challenge the appointment of an investigator, evaluative panelist or appeal officer, if a conflict of interest is present.
- 6) The parties' right to respond to the investigatory report in writing prior to the Evaluative Panel making a decision.
- 7) Notifying the parties of the finding(s), including the outcome of any appeal or review. In cases involving alleged violations of the University’s Sexual Misconduct and Relationship Violence Policy, the parties will receive simultaneously, to the extent that is possible, such notices in writing.

- 8) Allowing both parties the same opportunity to have others present during any proceeding, including the opportunity to be accompanied by one Advisor of their choice to any interviews or other meetings or proceedings associated with these Complaint Procedures and in accordance with the requirements for Advisors set forth herein. *ADA accommodations may allow for the presence of more than one advisor.
- 9) Providing the parties an equal opportunity to present relevant witnesses and evidence.
- 10) Understanding that information collected through an investigation and/or proceeding may be subpoenaed in a criminal and/or civil proceeding.
- 11) Allowing a party to admit to or accept allegations at any time during the investigation.
- 12) University employees with contracts may have additional rights beyond the scope of these Complaint Procedures.

A FULL COPY OF THE University of Southern Indiana Sexual Misconduct Complaint Procedures may be found at [crsm-procedures-818-udpate2.pdf \(usi.edu\)](https://www.usi.edu/crsm-procedures-818-udpate2.pdf)

Written Notification to Student and Employee Victims: Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking (regardless if the offense occurred on or off campus), the University of Southern Indiana will provide written notification to the student and/or employee victim about their rights and options. This includes information about existing resources and services such as counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other available resources and services on campus and in the community. Written notification will also be provided about the victim's options for the involvement of appropriate local law enforcement, including the option to notify law enforcement authorities, be assisted by campus authorities in notifying such law enforcement authorities if the individual chooses, and the option to decline notifying such authorities. Also provided will be information on possible interventions and interim measures.

Protective Measures: The University will maintain as confidential any accommodations or protective measures provided, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. Protective measures may include but are not limited to: orders of protection (including no-contact orders); restraining orders (or similar lawful orders issued by a criminal, civil or tribal court, or by the institution); transportation assistance; modifications to academic requirements or class schedules; and changes in living or working situations. Anyone that has obtained such orders are encouraged to notify Public Safety and provide a copy for them to keep on file in the event a potential violation occurs on campus.

USI Disciplinary Procedures-Incidents of Sexual Misconduct

Sanctions: Individuals who have been found to have violated the University's Equal Opportunity and Non-Discrimination Policy and/or the University's Sexual Misconduct and Relationship Violence Policy may be subject to a variety of sanctions. Sanctions imposed by the University may consider any prior disciplinary history of the Respondent.

Administrative sanctions may include a full range of disciplinary actions, from verbal warnings up to and including termination of employment for faculty, administrators, or support staff, or up to and including dismissal from the University for students. Other sanctions that may be imposed include, but are not limited to, written warnings, loss of privileges, mandatory training, probation, suspension, expulsion or termination. As determined appropriate, sanctions may also include other measures such as job or work shift reassignment, Employee Assistance Program (EAP) referrals, mandatory diversity training or training of a similar nature, or the time-limited or permanent extension of any interim measures previously implemented under these Complaint Procedures.

Confidential Reporting: Individuals who believe that they have experienced behaviors that violate the University's Equal Opportunity and Non-Discrimination Policy and/or the University's Sexual Misconduct and Relationship Violence Policy may report confidentially to a University employee acting in an official capacity as a professional mental-health counselor (and those acting in that role under the supervision of a professional mental-health counselor), University Health Center employees and pastoral counselors are not required to report any information regarding alleged violations of this Policy to the Title IX Coordinator or other appropriate University designee, subject to certain limited exceptions under applicable law designed to protect a student or others from harm.

Privacy: If a written Complaint is filed, the Respondent is entitled to a copy of the written Complaint. The University will, however, make all reasonable efforts to protect the confidentiality of the Complainant, Respondent and witnesses by keeping all complaints and investigations private to the extent possible and will only disclose on a legitimate "need to know" basis. It is the expectation of the University that any persons who participate in the investigation and/or adjudication of violations under these Complaint Procedures or otherwise gain knowledge thereof shall treat all information acquired, whether written or oral, as confidential, provided however, that the Complainant and Respondent may share such information with their advisor, legal representative or any other person who may assist them in obtaining relevant information or otherwise defending their interests, as applicable.

Requests for no University or law enforcement action: If an individual discloses that they have experienced an incident of sexual misconduct to an employee, but requests that the University not investigate the particular incident, requests that no disciplinary action be taken, requests that the alleged perpetrator not be notified, or makes any similar request, the University will consider such request(s), and in general work to honor them. The USI employee must still report the information to the University or campus Deputy Title IX Coordinator but should also convey the individual's desired request(s). The University will weigh such requests against its obligation to provide a safe, non-discriminatory environment for all students, including the individual who experienced the sexual misconduct. If the University determines that it is able to honor the individual's request(s), the individual should understand that the University's ability to meaningfully investigate the incident and/or respond appropriately may be limited.

Sex Offender Registries

The Campus Sex Crimes Prevention Act of 2000 is a federal law that requires institutions of higher education to advise the campus community where information concerning registered sex offenders may be accessed. It requires sex offenders already required by state law to register in a state, to provide notice to each institution of higher education in that state, at which the person is employed, carries on a vocation, or is a student. The Vanderburgh County Sheriff's Office is the designated law enforcement agency for the University of Southern Indiana.

Indiana Sex Offender Registry: Effective January 1, 2003, Zachary's Law requires sheriff departments to jointly establish and maintain the Indiana Sheriffs' Sex and Violent Offender Registry to provide detailed information about individuals who register as sex or violent offenders in Indiana. The registry's purpose is to inform the public about violent offenders who live, work, or study in Indiana. The Commonwealth of Kentucky and the State of Illinois sex offender websites are included with the National Sex Offender web site due to their close proximity. The Indiana Sex and Violent Offender Registry can be accessed via: <http://www.icrimewatch.net/indiana.php>. The National Sex Offender Registry links public state, territorial, and tribal sex offender registries together and can be accessed via: <http://www.nsopr.gov/>. The link to the Vanderburgh County Sheriff's Office **SEX OFFENDER** page is <https://www.vanderburghsheriff.com/sex-offenders>.

Child Protection Policy: Please note that under Indiana law, any person who has a reason to believe a person under the age of 18 is a victim of abuse or neglect, including

relationship violence or assault, must make a report to the Indiana Department of Child Services and/or to local law enforcement. In addition, the USI also requires that faculty, staff, students, volunteers, and other University personnel report any suspected abuse or neglect of minors on USI property or as part of a USI program to USI Public Safety. This information will be shared with the Indiana Department of Child Services.

Housing and Residence Life Policies

Administrative Searches: Upon approval by the director of Housing and Residence Life and/or the Director of the Office of Public Safety, or their designee, a room can be entered without notice when there is reasonable cause to believe a violation of University policy has occurred or is taking place, or to determine compliance with federal, state or local laws. The Director of Housing and Residence Life, Director of Public Safety, or their designees, shall determine the existence of “reasonable cause” prior to the room entry. Searches may be conducted in the absence of residents. During a search, the University may obtain evidence when there is reasonable cause to believe that a violation has occurred or is taking place. Housing and Residence Life staff will ask any residents present to sign Consent to Search form. Failure or refusal to sign the form will not prevent University personnel from conducting a search. On occasions when outside agencies (police, FBI, etc.) may need to search an apartment or room; Housing and Residence Life staff and Office of Public Safety staff are expected to cooperate.



Room Access: Access to apartments and residence hall rooms are granted only to the assigned residents of that location, or to University staff. Access will not be granted to resident’s friends, relatives, or other students by staff. The University of Southern Indiana reserves the right to enter apartments or residence hall rooms for inspection, cleaning, or maintenance purposes at reasonable times. Commercial solicitation is prohibited.

Keys and/or Access Cards: Apartments and residence hall students are given access to their respective residence with either a hard key or electronic computerized card system.

Residents are expected to carry their apartment keys with them at all times. Residents may not lend their apartment key to anyone. Lost keys will result in a re-core fee.

Lock Outs: It is the responsibility of the student to ensure that they carry their apartment/room key/card with them. If a student locks themselves out of their apartment/room, there will be no charge for the first time each semester. Beginning with the second and with each subsequent lockout, the student will be charged a fee for the service. A student who loses their key/card will not be charged for the lockout service, as the cost of a lost key/card will be assessed.

Door Propping: Students found propping open exterior doors in any housing facility may face contract termination, as this is a security risk for the community. Violators may be sanctioned. Propped doors that are not attributed to an individual may be prorated among all residents of that building or wing.

Guests, Overnight Guests and Cohabitation: Guests in University housing is a privilege and must be respected in order to maintain an environment conducive to student learning, growth and safety. Housing and Residence Life may revoke guest privileges if necessary to ensure the safety and privacy of the community. Permission must be given by the roommate(s) for a guest (housing resident or non-resident) to be present in an apartment or residence hall suite.

Residents are responsible for the behavior of their guests. Residents will be charged for any and all violations caused by their guests. Guests are prohibited from staying in the apartments or residence halls without the resident. These individuals will be asked to leave by Public Safety officers or Housing and Residence Life staff if found unescorted or unaccompanied in or around University housing property. Residents who leave guests unattended will be held responsible.

Number of Guests - The maximum capacity of any two-bedroom apartment or residence hall suite is eight (8) persons, including both residents and guests. A one-bedroom apartment or residence hall suite has a maximum capacity of four (4) persons, including both residents and guests.

Overnight Guests: Any guest staying overnight in University housing **must** have registered with Housing and Residence Life. Housing residents also must be registered as guests if staying overnight in another on-campus apartment or residence hall suite. To register guest, log into myUSI, click on the Housing icon on the left and scroll to find the

form. Unregistered guests will be asked to leave University housing. Guests must be at least 16 years of age. Overnight guests can stay up to two consecutive nights (no more than once per month). No more than two guests per resident are allowed to stay overnight in a room and total number of occupants in a room cannot exceed the capacity listed in B.23.1 Guests. Permission must be given by roommate(s) prior to any guest staying overnight. Overnight guests must register their vehicle with Parking, display a temporary parking permit and park only in designated non-resident visitor parking.

Guest hours: Sunday –Thursday: 7 a.m.– Midnight; Friday and Saturday: 7 a.m.– 2 a.m. Multipurpose rooms, lounges, computer labs and other public areas within the residence hall areas are available for individuals to study together after guest hours. All guests staying past guest hours must be registered with Housing and Residence Life.

Cohabitation: Living or staying for any pattern of time in an apartment or suite without an official current USI housing contract for that particular space will be considered cohabitation. Cohabitation is defined as a person (housing resident or non-resident) staying in an apartment or suite for more than two (2) consecutive nights, or other patterned behavior that is intended to allow an individual to stay beyond guest hours. Non-registered guests can be considered as an instance of cohabitation. The resident who allows cohabitation to occur can be held accountable. Students found responsible for a violation of the cohabitation policy may be charged a conduct fine of \$50, charged for use of the facility or charged for each night the non-contracted person spent in residence.

bedroom apartment or residence hall suite is eight persons, including both residents and guests. A one-bedroom apartment or residence hall suite has a maximum capacity of four persons, including both residents and guests.



Safety Tips

Members of the University Community must assume responsibility for their own personal safety and the security of their personal property. The following precautions provide guidance:

- *Program USI Public Safety and the Sheriff's Office telephone number into your cellphone
- *Consume Alcoholic beverages in moderation and leave social events that may get out of control. Call Public Safety if you need help (812-492-7777)
- *Avoid walking alone at night, travel with friends or use campus transportation services
- *Always lock the door/windows to your campus housing, whether you are there or not
- *Do not hold doors open at residence halls or other protected locations
- *Never leave valuables unattended
- *Inventory your personal property and obtain appropriate insurance
- *Always carry your university identification with you

Emergency Protection Equipment: Tampering with emergency protection equipment, including but not limited to University fire protection equipment, evacuation route postings, emergency signs, weather radios, exit lights, fire extinguishers, smoke detectors, and alarm systems, is prohibited. Violations of this code could result in a disciplinary fine.

For a complete overview of all USI Housing and Residence Life Policies and Rules, please visit <https://www.usi.edu/housing>.

Crime Prevention and Awareness

USI Public Safety will provide programs to the campus community to inform them of campus safety procedures and practices. A common theme of all awareness and crime prevention programs is to encourage everyone to take some responsibility for their own personal safety and the safety of others. Upon request, Public Safety will provide programs on general crime prevention and security awareness issues in a campus setting. Some of the programs Public Safety may provide or participate in for the campus community include:

Crime Prevention Seminars: Interactive presentations are provided to student, faculty, staff, or other organizations upon request. These presentations provide valuable information on the services provided by USI Public Safety and how to reduce your chances of being the victim of a crime.

RAD: Rape Aggression Defense class involves realistic self-defense tactics and techniques, taught by certified instructors (Free-Women Only)

Self-defense classes: Several times a year, USI offers self-defense classes at the Recreation Fitness and Wellness Center. Local law enforcement officers teach the classes. Contact the

Recreation Fitness staff at 812.465-1216 for class dates and times. Open to all students, faculty, staff.

Property Identification: Public Safety will mark personal property with an electric inscriber/engraver. Students should retain a photograph, description, serial number, model numbers, and up to date inventory of their personal property.

Shuttle Bus Network: Public Safety coordinates an on-campus bus service and off campus shuttle bus system. The use of this transportation service is available to all University of Southern Indiana affiliates with a valid Eagle Access card, free of charge. For schedule and bus stop information visit: <http://www.usi.edu/security/parking/bus-schedules>

Safety Escort Service: The Public Safety Escort Service is designed to enhance your safety and peace of mind if you must be on campus after dark. The primary goal is to deter sexual harassment, verbal abuse and assault, and to enable students to travel about the campus with a greater sense of security. The Escort Service is primarily a mobile service, but walking escorts are available upon request. The mobile escort is not intended as an alternative form of transportation and may be denied in the following cases:

- As a regular means of transportation to full-time employment.
- When two or more students have the same destination.
- If public transportation is available.
-

Bicycle Lockers: Public Safety coordinates the use of secured bicycle lockers for the safety of those who enjoy riding their bicycles on campus. The use of the lockers is on a first come first serve basis and there is no charge for this service. The lockers are located next to parking Lot K. Contact the Office of Public Safety Parking Department at 812-465-1091 for further information on this program.

Eagle Access Card Building and Door Access: The Eagle Access Card is an all-in-one card that may be used for, personal identification, library privileges, and food services accounts, access to the Fitness Center and campus buildings. The Office of Public Safety coordinates and programs access to all campus buildings for all faculty, staff and students upon the appropriate approval. For assistance, please contact the Office of Public Safety at 812-464-1845.

Identity Theft: Public Safety coordinates with the Computer Services Department to provide information to protect yourself from identity theft as well as what to do to if your personal information becomes exposed or if you actually become a victim of identity theft. Identity theft occurs when someone uses another person's personal information such as name, Social Security number, driver's license number, credit card number or other identifying information to take on that person's identity in order to commit fraud or other crimes. For more information on protecting yourself from identity theft, please visit <http://www.consumer.ftc.gov/articles/0235-identity-theft-protection-services>.

Fire Safety Report

The University of Southern Indiana Publishes the Fire Safety Report as part of its annual Clery Act Compliance. This report contains information regarding the fire safety practices and standards for USI, including statistics on the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire. The report also includes fire safety information related to housing policies and rules for electrical appliances, smoking, open flames and evacuation procedures. A physical copy of the report may be obtained by making a request to USI Public Safety at 812-464-1845.

Fire Safety Prevention: The University has developed a Fire Prevention Plan aimed at reducing the risk of fire-related incidents and injuries. The University's policies are based on the premise that most fires are preventable, and all members of the University community have the responsibility to prevent fires. All faculty, staff and students should be aware of potential fire hazards related to a campus environment. The University community should also be knowledgeable of the emergency procedures that should be followed in the event of a fire.

The University has established fire safety programs for students living in our campus residence halls. The USI Public Safety Residence Life, Physical Plant, and the Perry Township Fire Department work closely to educate the student residents about fire and safety to prevent and respond to fire emergencies and alarms. Fire evacuation plans have been developed for each residence hall and copies of these plans can be found on the inside of the door of each room.

The University also has specific fire safety programs that target Physical Plant employees and contractors working on our campus. Red Tag Permits are physical tags that are placed on equipment such as sprinklers and fire pumps to remind workers to return the equipment to service when repairs are completed. Hot work permits should be used by contractors, employees and students who work with torches and other hot sources.

Daily Crime and Fire Log: USI Public Safety maintains a public crime and fire log at the Public Safety office. These logs are continuously updated and are available for inspection during regular business hours. This log is also available online at

Description of Housing Fire Systems

Residence Halls

- A central fire alarm system with detectors throughout the building and in every sleeping room;
- Alarms are centrally monitored at the Office of Public Safety Dispatch Center;
- Automatic wet sprinklers are in each room;
- Pull stations are located in each hallway;
- Stovepipe in each resident hall;
- Fire extinguishers are located in each hallway and the common area of the residence halls

Apartment Buildings

- A detector is located in each apartment which is connected to each building;
-
- Pull stations are located on the exterior of the apartments;
- Alarm panels are located on the exterior of some apartment buildings to determine the source of an alarm (see Appendix 3)
- Fire extinguishers are located in each apartment's common area

Fire Response Procedures: The Perry Township Fire Department provides the Residence Life staff, Resident Advisors, Area Coordinators, Graduate Assistants, and Public Safety personnel with annual fire and safety instruction including fire extinguisher usage, evacuation procedures, and general fire safety information. This includes train the trainer instruction so the Residence Life staff can conduct fire and safety training for all housing students.

Fire Drills, Emergency response and evacuation procedures are tested annually at the University. The University also participates in emergency preparedness discussions with other emergency management offices and a tabletop exercise at least once a year. These tests and exercises are designed to assess and evaluate the University's emergency plans

Fire Alarm Procedures

- Evacuate immediately when an alarm sounds
- Know where fire extinguishers in your area and how to use them. Training and information are available through the Physical Plant at 812-464-1729 or campus ext. 1729.
- For any fire **IMMEDIATELY** contact the Public Safety at **Ext. 7777 - 812-492-7777** or activate the building alarms.
- If possible, aid others and the disabled to safety and close all doors to confine the fire and reduce oxygen. Do not lock doors.
- Smoke is the greatest danger in a fire, so stay near the floor where the air will be more breathable.
- Once outside, move to an assigned clear area away from the affected building(s). Keep sidewalks and streets clear
- An on-site command post may be set up near the emergency site. Keep clear of the on-site command post unless you have important information to report.
- **DO NOT RETURN TO AN EVACUATED BUILDING** unless directed to do so.
- If trapped in a building during a fire and a window is available, use an article of clothing outside the window as a marker for emergency personnel. Shout at regular intervals to alert emergency personnel of your location.

and capabilities. The Physical Plant retains documentation of the date, time, and description of each test, including whether it was announced or unannounced.

Housing residents participate in safety and fire programming once per semester. Fire drills are conducted twice a year in all apartment buildings and residence halls. The first drill is scheduled early in the fall semester and the second drill is conducted during the spring semester. The purpose of fire drills is to prepare building occupants for an organized evacuation in case of fire or other emergency. Fire drills are used as a way to educate and train occupants on fire safety issues specific to their building.

During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. This includes evacuation and rendezvous points. In addition, fire drills allow the University an opportunity to test the operation of fire alarm system components. Environmental Health and Safety, Public Safety and Housing and Residence Life monitor fire drills to evaluate egress and behavioral patterns. Reports are prepared by participating departments and recommendations are followed through to correct any 'identified deficiencies.'

Fire Extinguisher Use

Elements of Fire: Before extinguishing a fire, it is important to understand the elements that make up a fire. In order for fire to occur, four elements must be present: oxygen, fuel, heat and a chemical chain reaction. This is represented by the Fire Tetrahedron. When any of the four elements are removed, the fire will go out. Fire extinguishers

function by removing one of the four components of the Fire Tetrahedron.

Fire Ratings: Fire extinguishers are rated based upon the types of fires they are designed to put out. These ratings are identified on the label of the fire extinguisher. Care should be taken to ensure the extinguisher chosen to put out a fire is proper for the type of fire. Listed below are the four main types of ratings.

- Class A: Ordinary combustable materials, wood, paper, plastics and clothing
- Class B: Flammable liquids and gases
- Class C: Energized electrical equipment
- Class D: Combustible metals
-

Types of Fire Extinguishers: The University uses the following types of fire extinguishers:

- Water (Class A)
- Carbon dioxide (Class BC)
- Multipurpose dry chemical (Class ABC)
- Dry powder (Class D)



Using a Fire Extinguisher: Follow the **PASS** procedure when operating any fire extinguisher:

P: Pull the pin.

A: Aim at the base of the fire.

S: Squeeze the handle or lever.

S: Sweep from side to side.

Rules for Extinguisher Usage

- Be trained in extinguisher use
- Use on small fires that are not spreading;
- Know what type of fuel is burning; Before extinguishing the fire, position yourself with the exit at your back;
- Do not attempt to extinguish the fire if you are in jeopardy or feel uncomfortable doing so.

Maintenance

- Missing or discharged fire extinguishers should be reported immediately to Emergency Minor Maintenance at campus 812-464-1700 or campus ext. 1700.

Housing and Residence Life Fire Safety Policies

Introduction: It is the mission of Housing and Residence Life to provide a high quality, affordable living environment for members of the USI community that is convenient, comfortable, culturally enriching, and conducive to academic success. As an integral part of USI's educational efforts and support services, Housing and Residence Life is responsible for the formulation and enforcement of policies reflecting the University's mission within the residence setting.

The success of the campus living experience depends upon our residents, and it is our hope that all students in housing will take an active role in determining that success. As such, it is expected that all residents will be responsible for their own activities, and the activities that occur within their assigned apartments/rooms.

Candles: Candles, lit or unlit, incense, etc. are prohibited in any Housing and Residence Life facility.

Cooking (Residence Halls): Cooking in rooms with an open flame or exposed element is prohibited. Electrical appliances such as electric skillets, woks, electric grills, George Foreman grills, hot pots, coffee makers without automatic shutoff feature, or other appliances that can be used to prepare raw foods are prohibited (With the exception of microwave ovens). Students will be asked to remove the appliance. If the item is not removed, the University will remove the appliance and store for 10 working days. A storage fee will be added to the student's account. After 10 days, if the item has not been retrieved by the student, the item will be disposed.

Decorations: Residents are encouraged to decorate their residence hall suite or apartment, as this is considered a resident's "home away from home." However, residents are asked to be considerate of the community by adhering to the following guidelines for decorations:

Exterior Decorations: Exterior alterations or decorations are only permitted in University housing with the following stipulations:

- Sidewalk chalk, spirit foam, shoe polish, paints or other methods used for writing on the exterior of the buildings are prohibited.

- Large potted plants or trees are not permitted in front of apartments or residence hall suites.
- These obstacles inhibit quick access for police, fire, and emergency medical personnel.
- Clothing, bathmats, rugs, towels, or other items may not be hung over balconies, as this creates a “line of sight” problem for Public Safety and other University personnel.
- Apartment or suite numbers may not be blocked or covered by wreaths, door coverings, lights, or any other decorative element.
- Peepholes may not be covered.
- Fire protections and/or emergency equipment may not be covered or altered by exterior decorations.
- Lawn furniture is not to be left unattended in front of apartments or in hallways or stairwells.
- When not in use, all lawn furniture must be taken inside the apartment or suite.
- University furniture is not to be taken outside of the apartment or residence hall suite under any circumstances. If University furniture is found outside of the apartment or suite, you may be charged a fine and/or to replace the item(s).
- Bicycles must be stored in designated bicycle racks within University housing. Residents may not lock bicycles on the balcony or posts attached to the building, nor may they bring them into the hallways of the residence halls. The University is not responsible for stolen or damaged bicycles.
- Gas and/or charcoal grills are not permitted in University housing apartments or residence hall suites.
- Holiday or decorative lights may be used, with the following stipulations: Lights may not be strung under windows or doors, only exterior outlets may be used for outside lights, lights must be UL approved for outside usage, the label denoting such use must remain on the light strand and lights may not be strung across areas where people walk (sidewalks, balconies, stairwells, etc.).
- If the guidelines for exterior decorations are not followed, residents will be asked by staff to remove the decorations and may face disciplinary action.

Interior Decorations: Interior decorations are allowed in University housing units with the following stipulations:

- Interior decorations may not block air vents.
- Interior decorations may not cover fire protection or other emergency equipment.
- Decorations may not cover peepholes.

- Placement of live Christmas trees and/or other live greenery (excluding potted houseplants) in any part of housing is prohibited. Artificial trees are permitted inside an apartment or residence hall suite.
- Canned spray snow is not permitted on windows in housing.
- Window coverings must be the provided mini blinds.
- Cloth curtains, solar film, or white poster board may be placed on the windows for additional light control. No cardboard, aluminum foil, cellophane, or other type of window covering is permitted on windows.
- Large nails, staples, screws, wall anchors, poster putty, or tape on walls or doors inside or outside the apartment are prohibited.
- Freestanding lofts may be built in the apartments or residence hall suites with the following guidelines: Lofts may not be attached to the ceilings or walls, they must be freestanding, the top of the mattress must be at least 24 inches from the ceiling to comply with fire codes, all wood surfaces must be treated with a fire retardant varnish, lofts must be pre-constructed to ensure their stability and brought in pieces to University housing to be assembled, no actual construction of a loft should occur in a housing facility, only the assembly of a pre-constructed loft, the University is not liable for damages or injury from lofts built by students and improperly built lofts may result in disciplinary action and maintenance costs for removal.
- Removing mounted fixtures from walls or ceiling is prohibited.
- Private door locks on any exterior or interior doors are prohibited.
- Any renovations or changes to the apartment are prohibited.
- Dartboards are prohibited.
- Residents may not paint or wallpaper walls or ceilings in the apartments or residence hall suites.
- If these guidelines for interior decorations are not followed, residents will be asked by staff to remove the decorations and may face disciplinary action.

Grills: The use of personal grills in University housing is prohibited. Public grills are provided throughout housing for student use. Please use the grills in accordance with the following guidelines:

- Clean grills thoroughly before and after use. You may use aluminum foil on the grills, but foil must be removed after you are finished and discarded properly.
- Only Matchlight brand charcoal may be used with the grills and stored in apartments or suites.
- Used coals must be placed in the coal disposal bucket located next to every grill.
- Trash must be removed from the grill area and disposed of properly.

- Paper trash must be thrown away in garbage cans and not the coal disposal bucket.

Halogen Lights: Personal Halogen lights are prohibited in any housing and residence life facility.

Health and Safety Inspection: Apartment and residence hall rooms may be entered during Thanksgiving, semester, and spring breaks to assure that all health and safety requirements are met. During the academic year, health and safety inspections will be conducted by Housing and Residence Life staff (no more than once per month). In these cases, 24-hour notice will be given to residents that staff will be entering their apartment or residence hall suite to conduct the inspection.

- Up to three times per semester, Housing and Residence Life staff will enter the apartments to check safety equipment (fire extinguishers, weather radios, smoke detectors, etc.) in the apartments and residence halls. Staff will also check to ensure that all appliances are working correctly. Housing and Residence Life will provide students with at least 24 hours' notice prior to these inspections.

Maintenance: Maintenance staff will enter apartments and residence hall rooms in the absence of residents in order to carry out any essential repairs, routine maintenance, and to respond to any emergencies.

Tobacco Free Campus: It is the policy of the University of Southern Indiana to promote and maintain a clean, healthy working and learning environment for students, faculty, staff and visitors. The University expects the cooperation and commitment of all students, faculty, staff and visitors in maintaining a smoke-free environment and an environment free from smokeless tobacco waste. Effective July 1, 2011, the University of Southern Indiana prohibits smoking or the use of tobacco or tobacco products on or in university-owned, operated or leased property or vehicles. To view the entire USI tobacco policy visit <http://www.usi.edu/tobaccofree>

Appendix 1

University Conduct Range of Sanctions

USI will impose disciplinary sanctions on students and employees who violate USI policy up to and including expulsion or termination of employment. Disciplinary action may also be taken to protect the interests of the University and the rights and safety of others. USI campus policies pertaining to the possession, use and sale of alcohol and controlled substances are outlined below

University Conduct Range of Sanctions

Offense (Hearing Count)	Possible Sanctions (non-AOD)	Possible Sanctions (Alcohol)	Possible Sanctions (Other Drugs)
First	Warning Educational Sanction Other	Warning Parental Notification CHOICES (\$75) Other	Warning or University Probation Parental Notification Directions (\$75) Drug Policy Review Housing Contract Termination Loss of privileges Other
Second	Warning or University Probation Educational Sanction Loss of privileges Other	Warning or University Probation Parental Notification Alcohol Assessment (\$100) Other	University Probation Parental Notification Drug Assessment (\$100) Housing Contract Termination Loss of privileges Other
Third	University Probation or University Suspension Housing Contract Termination Loss of privileges Other	University Probation or University Suspension Parental Notification Housing Contract Termination Loss of privileges Other	University Suspension Parental Notification Housing Contract Termination Loss of privileges Other

Notes:

- This chart is applicable to all USI students, regardless of housing status.
- The severity of the offense(s) will have an effect on what sanctions will be applied. For example, a student who is found in violation for using marijuana will most likely receive sanctions less severe than if the same student was found in violation for dealing marijuana.
- Educational sanctions can include the following: reflective paper, participation in an educational program, film/article reviews and follow up meetings.
- Loss of privileges can include the following: visitation in housing, recreation facilities use and participation in University events/organizations.
- "Other" sanctions can include: disciplinary fines, apology letters, housing assignment relocation, etc.
- A student may be asked to revise or add additional information if the expectations for the sanction are not met.
- Failure to complete a sanction(s) may result in a hold being placed on the student's account until the sanction is completed.

Appendix 2-2019 Criminal Offenses

2019 Criminal Offenses	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY	UNFOUNDED
	Student Housing	Other				
Criminal Homicide	0	0	0	0	0	0
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense - Rape ^	8	1	9	0	0	0
Sex Offense - Fondling ^	3	1	4	0	0	0
Sex Offense - Incest ^	0	0	0	0	0	0
Sex Offense - Statutory Rape ^	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Dating Violence	5	0	5	0	0	0
Domestic Violence	0	0	0	0	0	0
Stalking	4	2	6	0	0	0

2019 Bias/Hate Crimes	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY	UNFOUNDED
	Student Housing	Other				
Disability	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0
Gender	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0
National Origin	0	0	0	0	0	0
Race	0	0	0	0	0	0
Religion	0	0	0	0	0	0
Sexual Orientation (Sex Offense - Rape)	0	0	0	0	0	0

2019 Arrests	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	3	1	4	0	0
Liquor law Violations	32	2	34	0	0

2019 Disciplinary Actions	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	13	1	14	0	0
Liquor law Violations	72	0	72	0	0

Appendix 2- 2018 Criminal Offenses

2018 Criminal Offenses	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY	UNFOUNDED
	Student Housing	Other				
Criminal Homicide	0	0	0	0	0	0
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense - Rape ^	3	0	3	0	0	0
Sex Offense - Fondling ^	1	1	2	1	0	0
Sex Offense - Incest ^	0	0	0	0	0	0
Sex Offense - Statutory Rape ^	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	1	0	1	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Dating Violence	5	1	6	0	0	0
Domestic Violence	1	1	2	0	0	0
Stalking	3	6	9	0	0	0

2018 Bias/Hate Crimes	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY	UNFOUNDED
	Student Housing	Other				
Disability	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0
Gender	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0
National Origin	0	0	0	0	0	0
Race	0	0	0	0	0	0
Religion	0	0	0	0	0	0
Sexual Orientation (Sex Offense - Rape)	0	0	0	0	0	0

2018 Arrests	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	1	1	2	0	0
Liquor law Violations	6	8	14	0	0

2018 Disciplinary Actions	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	22	3	25	0	0
Liquor law Violations	135	7	142	0	0

Appendix 2 - 2017 Criminal Offenses University of Southern Indiana Statistics

2017 Criminal Offenses	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY	UNFOUNDED
	Student Housing	Other				
Criminal Homicide	0	0	0	0	0	0
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offense - Rape ^	5	0	5	0	0	0
Sex Offense - Fondling ^	4	0	4	0	0	0
Sex Offense - Incest ^	0	0	0	0	0	0
Sex Offense - Statutory Rape ^	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Dating Violence	6	3	9	0	0	0
Domestic Violence	5	1	6	0	0	0
Stalking	1	4	5	0	0	0

2017 Bias/Hate Crimes	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY	UNFOUNDED
	Student Housing	Other				
Disability	0	1	1	0	0	0
Ethnicity	0	0	0	0	0	0
Gender	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0
National Origin	0	0	0	0	0	0
Race	0	0	0	0	0	0
Religion	0	0	0	0	0	0
Sexual Orientation (Sex Offense - Rape)	0	0	0	0	0	0

***There was one crime of Intimidation with a bias of Disability that occurred on campus.**

2017 Arrests	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	1
Drug Law Violations	3	3	6	0	0
Liquor law Violations	6	4	10	0	0

2017 Disciplinary Actions	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	53	9	62	0	2
Liquor law Violations	94	7	101	0	1

Liquor law Violations	17	1	18	0	0
-----------------------	----	---	----	---	---

2016 Disciplinary Actions	ON CAMPUS		ON CAMPUS (Total)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
Illegal Weapons Violations	0	0	0	0	0
Drug Law Violations	55	4	59	0	0
Liquor law Violations	127	0	127	0	0

Appendix 2-A Criminal Offenses Stone Family Center for Health Sciences Campus

Offense	On Campus	Residential Facilities	On-Campus Total	Non-Campus	Public Property
Murder/Non-Negligent Manslaughter					
2019	0	N/A	0	0	0
2018	0	0	0	0	0
Manslaughter by Negligence					
2019	0	N/A	0	0	0
2018	0	0	0	0	0
Rape					
2019	0	N/A	0	0	0
2018	0	1	1	0	0
Fondling					
2019	0	N/A	0	0	0
2018	1	0	1	0	0
Incest					
2019	0	N/A	0	0	0
2018	0	0	0	0	0
Statutory Rape					
2019	0	N/A	0	0	0
2018	0	0	0	0	0
Robbery					
2019	0	N/A	0	0	0
2018	0	0	0	0	0
Arson					
2019	0	N/A	0	0	0
2018	0	0	0	0	0
Domestic Violence					
2019	0	N/A	0	0	0
2018	0	1	1	0	0
Dating Violence					
2019	0	N/A	0	0	0
2018	0	2	2	0	0
Stalking					
2019	0	N/A	0	0	0
2018	1	0	1	0	0
Arrests—Weapon Law Violations					
2019	0	N/A	0	0	0
2018	0	0	0	0	0
Arrests—Drug Law Violations					
2019	1	N/A	1	0	0
2018	1	1	2	0	0
Arrests—Liquor Law Violations					
2019	0	N/A	0	0	0
2018	0	0	0	0	0

Aggravated Assault						Referrals for Disciplinary Action—Weapon Law Violations					
2019	0	N/A	0	0	0	2019	0	N/A	0	0	0
2018	0	0	0	0	0	2018	0	0	0	0	0
Burglary						Referrals for Disciplinary Action—Drug Law Violations					
2019	0	N/A	0	0	0	2019	0	N/A	0	0	0
2018	0	0	0	0	0	2018	0	13	13	0	0
Motor Vehicle Theft						Referrals for Disciplinary Action—Liquor Law Violations					
2019	0	N/A	0	0	0	2019	0	N/A	0	0	0
2018	0	0	0	1	0	2018	0	89	89	0	0

Unfounded Crimes	
2019	Zero (0) unfounded crimes.
2018	Zero (0) unfounded crimes.
Hate Crimes	
2019	Zero (0) reported hate crimes.
2018	Zero (0) reported hate crimes.

Appendix 3

Description of Student Housing Fire Detection and Suppression Systems

Student Housing	Building Fire Alarm	Room Detection	IFA ¹	Central Monitor ²	Sprinkler	Standpipe	Fire Drills ³
Residence Halls							
Governors	Yes	Yes	Yes	Yes	Fully	Yes	2
Newman	Yes	Yes	Yes	Yes	Fully	Yes	2
O'Bannon	Yes	Yes	Yes	Yes	Fully	Yes	2
Ruston	Yes	Yes	Yes	Yes	Fully	Yes	2
Apartment Buildings							
Baker	Yes	Yes	Yes	No	No	No	2
Bayh	Yes	Yes	Yes	Yes	No	No	2
Bigger	Yes	Yes	Yes	No	No	No	2
Boon	Yes	Yes	Yes	No	No	No	2
Bowen	Yes	Yes	Yes	Yes	No	No	2
Branch	Yes	Yes	Yes	No	No	No	2
Branigin	Yes	Yes	Yes	Yes	No	No	2
Chase	Yes	Yes	Yes	No	No	No	2
Craig	Yes	Yes	Yes	Yes	No	No	2
Dunning	Yes	Yes	Yes	No	No	No	2
Durbin	Yes	Yes	Yes	No	No	No	2
Gates	Yes	Yes	Yes	Yes	No	No	2
Gray	Yes	Yes	Yes	No	No	No	2
Goodrich	Yes	Yes	Yes	No	No	No	2
Hammond	Yes	Yes	Yes	No	No	No	2
Hanly	Yes	Yes	Yes	No	No	No	2
Hendricks (O'Daniel)	Yes	Yes	Yes	No	No	No	2
Hendricks (McDonald)	Yes	Yes	Yes	Yes	No	No	2
Hovey	Yes	Yes	Yes	No	No	No	2
Jackson	Yes	Yes	Yes	No	No	No	2
Jennings	Yes	Yes	Yes	No	No	No	2
Lane	Yes	Yes	Yes	No	No	No	2
Leslie	Yes	Yes	Yes	Yes	No	No	2
Marshal	Yes	Yes	Yes	Yes	No	No	2
Matthews	Yes	Yes	Yes	No	No	No	2
McCray	Yes	Yes	Yes	No	No	No	2

McNutt	Yes	Yes	Yes	Yes	No	No	2
Morton	Yes	Yes	Yes	No	No	No	2
Mount	Yes	Yes	Yes	No	No	No	2
Noble	Yes	Yes	Yes	No	No	No	2

Description of Student Housing Fire Detection and Suppression Systems

Student Housing	Building Fire Alarm	Room Detection	IFA ¹	Central Monitor ²	Sprinkler	Standpipe	Fire Drills ³
Apartment Buildings							
Orr	Yes	Yes	Yes	Yes	No	No	2
Porter	Yes	Yes	Yes	No	No	No	2
Ralston	Yes	Yes	Yes	No	No	No	2
Ray	Yes	Yes	Yes	No	No	No	2
Saletta	Yes	Yes	Yes	Yes	No	No	2
Schricker	Yes	Yes	Yes	Yes	No	No	2
Townsend	Yes	Yes	Yes	Yes	No	No	2
Wallace	Yes	Yes	Yes	No	No	No	2
Welsch	Yes	Yes	Yes	Yes	No	No	2
Whitcomb	Yes	Yes	Yes	No	No	No	2
Willard	Yes	Yes	Yes	No	No	No	2
Williams	Yes	Yes	Yes	No	No	No	2
Wright	Yes	Yes	Yes	No	No	No	2
Housing Support Facilities							
Residence Life Community Center	Yes	Yes	Yes	No	No	No	2

1. IFA – Internal Fire Alarm. The alarm sounds at the buildings.
2. Central Monitor. The residence halls-Apartment alarms activate fire panels which are monitored at the Public Safety Dispatch Office.
3. Fire drills. Drills are conducted at a minimum of once per semester.

Appendix 4

Fire Safety Definitions

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

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

Fire Drill: A supervised practice of a mandatory evacuation of a building for a fire.

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

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

Fire Safety System: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire, including:

- Sprinkler or other fire extinguishing systems
- Fire detection devices
- Stand-alone smoke alarms
- Devices that alert one to the presence of a fire, such as horns, bells, or strobe lights
- Smoke-control and reduction mechanisms
- Fire doors and walls that reduce the spread of a fire

Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including:

- Contents damaged by fire
- Related damage caused by smoke water and overhaul
- Does not include indirect loss, such as business interruption

Appendix 5

USI - Fire Statistics

Dorms

Year Governors Hall Rankin Ln	Number of Fires	Fire Incident	Cause	Injuries requiring Medical Treatment	Related Deaths	Value of Property Damaged
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Newman Hall Rankin Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

O'Bannon Hall Rochelle Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Ruston Hall Rochelle Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Apartments

Baker Varsity Dr						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Bayh-Moutoux & Buschkill Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Bigger O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Boon-O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Bowen Worthington & Crawford Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Branch McDonald Ln						
2017	0	0	0	0	0	0
2018	1	1	Accidental	0	0	0
2019	0	0	0	0	0	0

Branigin O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Chase University Ct						
----------------------------	--	--	--	--	--	--

2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Craig-Pruis & Worthington Ln						
2017	0	0	0	0	0	0
2018	1	1	Accidental	0	0	0
2019	0	0	0	0	0	0

Dunning O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Durbin Eckels & McDonald Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	00
2019	1	1	Mechanical	0	0	\$880

Gates-Pruis Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Gray Varsity Dr						
2017	1	1	Accidental	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Goodrich Worthington & Melton Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Hammond Varsity Dr						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Hanly Mcdonald & Eckels Ln						
2017	1	1	Accidental	0	0	0
2018	1	1	Accidental			
2019	0	0	0	0	0	0

Hendricks O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Hendricks Varsity Dr						
2017	1	1	Accidental	0	0	\$2,700
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Hovey University Ct						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Jackson Buschkill & Jarrett Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Jennings O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Lane-Varsity Dr						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Leslie Mahrenholz Rd						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	2	1	Accidental	0	0	0
		2	Accidental	0	0	0

Marshal Eckels Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	1	1	Accidental	0	0	0

Matthews University Ct						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

McCray Jarrett & Melton Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

McNutt O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Morton Varsity Dr						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Mount University Ct						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Noble O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Orr Crawford & Moutoux Ln						
--	--	--	--	--	--	--

2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Porter Varsity Dr						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Ralston McDonald Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Ray-O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Saletta Eckels Ln						
2017	1	1	Accidental	0	0	0
2018	0	0	0	0	0	0
2019	1	1	Accidental	0	0	\$10

Schricker O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Townsend O'Daniel Ln						
---------------------------------	--	--	--	--	--	--

2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Wallace O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Welsch Mahrenholz Rd						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Whitcomb O'Daniel Ln						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Willard Varsity Dr						
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Williams Varsity Dr						
2017	1	1	Accidental	0	0	\$2,700
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

Wright O'Daniel Ln						
-------------------------------	--	--	--	--	--	--

2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0

**USI – Test Drills and Exercises
Campus**

Event	Location	Date	Start Time	End Time	Announced/ Unannounced
Fire Drill					
	Non-Housing Buildings				
	Applied Engineering Center	09/01/2020	0937	0940	Unannounced
	Art Studio	09/01/2020	0917	0918	Unannounced
	Arts Center	09/09/2020	0943	0948	Unannounced
	Business and Engineering Center	09/04/2020	0947	0952	Unannounced
	Ceramics Center	09/01/2020	0907	0914	Unannounced
	Children’s Learning Center	09/09/2020	1349	1350	Unannounced
	Education Center/ Science Center	09/04/2020	0840	0848	Unannounced
	Griffin Center	09/02/2020	1307	1310	Unannounced
	Health Professions Center	09/04/2020	0904	0910	Unannounced
	Liberal Arts Center	09/04/2020	1000	1005	Unannounced
	Orr Center	09/09/2020	0835	0840	Unannounced
	Physical Plant	09/9/2020	1331	1334	Unannounced
	Public Safety Building	09/09/2020	1242	1243	Unannounced
	Recreation, Fitness, and Wellness Center	09/09/2020	0930	0934	Unannounced
	Rice Library	09/04/2020	0930	0935	Unannounced
	Screaming Eagles Arena/ Physical Activities Center	09/09/2020	0905	0913	Unannounced
	Support Services Building	09/01/2020	0946	0948	Unannounced
	Theatre Support Building	09/01/2020	0955	0958	Unannounced

	University Center Complex (East/West/Performance Center)	09/03/2020	1413	1419	Unannounced
	Wright Administration/ Forum Wing	09/09/2020	0850	0854	Unannounced
	Housing Buildings				
	Baker Building	08/26/2020	1527	1529	Unannounced
	Bayh Building	08/26/2020	0909	0911	Unannounced
	Bigger Building	0/25/2020	2049	2052	Unannounced
	Boon Building	08/25/2020	1627	1629	Unannounced
	Bowen Building	08/26/2020	0854	0858	Unannounced
	Branigin Building	08/27/2020	0916	0919	Unannounced
	Chase Building	08/25/2020	1758	1800	Unannounced
	Craig Building	08/26/2020	0901	0904	Unannounced
	Dunning Building	0/85/2020	1710	1719	Unannounced
	Gates Building	08/27/2020	0905	0907	Unannounced
	Governors Hall	09/02/2020	1523	1528	Unannounced
	Gray Building	08/26/2020	1546	1547	Unannounced
	Hammond Building	08/26/2020	1603	1605	Unannounced
	Hendricks Building East	08/25/2020	0914	0917	Unannounced
	Hendricks Building South	08/25/2020	1620	1624	Unannounced
	Housing and Residence Life Center	09/09/2020	1319	1321	Unannounced
	Housing and Residence Life Community Center	09/02/2020	1634	1635	Unannounced
	Hovey Building	08/25/2020	1755	1757	Unannounced
	Jennings Building	08/25/2020	1700	1703	Unannounced
	Lane Building	08/26/2020	1536	1538	Unannounced
	Leslie Building	08/26/2020	0848	0852	Unannounced
	McNutt Building	08/26/2020	0834	0836	Unannounced
	Marshall Building	08/27/2020	0839	0844	Unannounced
	Matthews Building	08/25/2020	1802	1804	Unannounced
	Morton Building	08/26/2020	1533	1535	Unannounced
	Mount Building	08/25/2020	1749	1751	Unannounced
	Newman Hall	08/27/2020	0952	0957	Unannounced
	Noble Building	08/25/2020	2044	2045	Unannounced
	O'Bannon Hall	09/02/2020	1549	1553	Unannounced
	Orr Building	08/27/2020	0858	0901	Unannounced

	Porter Building	08/26/2020	1550	1552	Unannounced
	Ray Building	08/25/2020	2041	2043	Unannounced
	Ruston Hall	09/02/2020	1539	1543	Unannounced
	Saletta Building	08/27/2020	0850	0853	Unannounced
	Schricker Building	08/27/2020	0911	0914	Unannounced
	Townsend Building	08/26/2020	0839	0842	Unannounced
	Wallace Building	08/25/2020	2046	2048	Unannounced
	Welsh Building	08/27/2020	0922	0924	Unannounced
	Whitcomb Building	08/25/2020	1724	1727	Unannounced
	Williams Building	08/26/2020	1541	1543	Unannounced
	Willard Building	08/26/2020	1559	1601	Unannounced
	Wright Building	08/25/2020	1706	1708	Unannounced

Appendix 6

University of Southern Indiana Sexual Harassment Policy

University of Southern Indiana **Sexual Harassment Policy**

I. INTRODUCTION

The University of Southern Indiana (“University” or “USI”) embraces and celebrates the many differences that exist among the members of a dynamic, intellectual, and inclusive community, and strives to maintain an environment that respects differences and provides a sense of belonging and inclusion for everyone. In accordance with Title IX of the Educational Amendments Act of 1972 and its implementing regulations, the University prohibits discrimination on the basis of sex, including Sexual Harassment (as defined below), in its education programs or activities. This prohibition on sex discrimination includes, but is not limited to, admission and employment.

II. SCOPE

The focus of this policy is the protection of educational and employment opportunity regardless of sex for students, faculty, administrators, and support staff at the University. For students, compliance with this policy is a term and condition of enrollment at the University. For faculty, administrators and support staff, compliance with this policy is a term and condition of employment with the University.

III. JURISDICTION

This policy applies to all USI faculty, staff, students, and visitors. This policy applies in connection with any USI education program or activity, whether on or off campus, including academic, educational, extra-curricular, athletic, residential, employment (including work-study), and other College programs and activities. The Title IX Coordinator is responsible for determining whether matters fall under the jurisdiction of this policy and may consult with others, as appropriate, in making this determination. Alleged conduct that does not fall within the definition of Sexual Harassment set forth in this policy may be addressed under other applicable policies.

IV. Title IX Coordinator

The Title IX Coordinator oversees the University's compliance with Title IX and other applicable federal and state laws, including review, investigation, and resolution of reports of violations of this policy, as well as the coordination of primary and ongoing training programs and education regarding the definition of Sexual Harassment, the scope of the University's education program or activity, how to conduct an investigation and grievance process, including hearings, appeals, and informal resolution processes, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. The Title IX Coordinator may designate other University personnel or external consultants to assist and support compliance efforts or to act as a designee in cases of conflict of interest or in other situations where a designee is deemed necessary to maintain the University's compliance under this policy and applicable state and federal laws.

USI has designated Carrie Lynn to serve as its Title IX Coordinator. Her contact information is:

Ms. Carrie Lynn
Title IX Coordinator
Wright Administration Building, Forum Wing, Room FA171
8600 University Boulevard
Evansville, Indiana 47712
812-464-1703
cnlynn@usi.edu

Dameion Doss is USI's full-time Deputy Civil Rights & Title IX Coordinator. His contact information is:

Mr. Dameion Doss
Deputy Civil Rights & Title IX Coordinator
Wright Administration Building, Forum Wing, Room 171
8600 University Boulevard
Evansville, Indiana 47712
812-464-1835
ddoss@usi.edu

USI has designated Dr. Shelly Blunt and Laurie Berry to serve as its Deputy Title IX Coordinators. Their contact information is:

Dr. Shelly Blunt
Associate Provost for Academic Affairs

Wright Administration Building, Room 103A
8600 University Boulevard
Evansville, Indiana 47712
812-465-1617
sblunt@usi.edu

Ms. Laurie Berry
Assistant Dean of Students
University Center East, Room 1229
8600 University Boulevard
Evansville, Indiana 47712
812-464-1862
lberry@usi.edu

V. Definitions

Capitalized terms used in this policy have the following meanings:

“*Actual Knowledge*” means notice of Sexual Harassment or allegations of Sexual Harassment to USI’s Title IX Coordinator or any USI official who has authority to institute corrective measures on behalf of the University. This standard is not met when the only official of the recipient with actual knowledge is the Respondent.

“*Advisor*” means a person selected by the Complainant or Respondent, or appointed by USI, who may be present during the Formal Complaint Resolution Process and related meetings. An Advisor may be an attorney.

“*Appellate Officer*” means the individual designated by the University to decide Appeals in accordance with Section VI, below. The Appellate Officer is the Vice President for Finance and Administration or designee.

“*Business Days*” means Monday through Fridays when the University’s administrative offices are operational for business.

“*Complainant*” means an individual who is alleged to be the victim of conduct that could constitute Sexual Harassment.

“*Consent*” means a clear, knowing, and voluntary agreement to participate in a given activity. To give consent, individuals must be awake, of legal age, and have the capacity to reasonably understand the nature of their actions. Individuals who are Incapacitated cannot give consent. Consent can be given by words, conduct, or actions, as long as those words, conduct, or actions create mutually understandable, clear permission regarding willingness to engage in (and the conditions of) sexual activity. Individuals may not use Force or Coercion as a method of obtaining consent. Consent may be withdrawn by either person at any time, and once withdrawal of consent is expressed, the sexual activity must stop. Consent to any one form of sexual activity does not automatically imply consent to engage in any other forms of sexual activity. Previous relationships or prior consent to engage in sexual activity with any individual does not automatically imply consent to engage in future sexual acts with the same or other individuals.

“*Incapacitated*” means a state in which one cannot make rational or reasonable decisions because one lacks the capacity to give knowing and voluntary consent (i.e., to understand the “who, what, when, where, why, or how” of one’s sexual interaction). Sexual activity with someone whom one should know to be, or based on the circumstances, should reasonably have known to be, Incapacitated (e.g., by alcohol or other drug use, by a state of unconsciousness or by an apparent or known mental or cognitive disability) constitutes a violation of this policy.

“*Force*” means physical violence and or physically imposing one’s self on another to gain sexual access. Force also includes threats or implied threats, or other forms of intimidation that overcome resistance or produce consent.

“*Coercion*” means unreasonable and continued pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure one uses to get consent from another. Pressure that continues beyond the following points can be considered coercive: (i) when one makes it clear to another that one does not want sexual activity, (ii) when one makes it clear to another that one wishes to stop sexual behavior that already has begun, (iii) when one makes it clear to another that one does not want to go past a certain point of sexual interaction.

“*Cross Examination*” means a party’s advisor asking the other party and any witnesses relevant questions and follow-up questions, including those challenging credibility, at the Live Hearing, directly, verbally, and in real time, and never by a party personally.

“Concurrent Student Conduct Charges” means student conduct charges that do not involve sex discrimination or Sexual Harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or Formal Complaint of Sexual Harassment.

“Decision-Makers” means members of the three-person panel of trained faculty, staff, and/or administrative officials who are assigned by the Title IX Coordinator or designee and who hear and reach a determination regarding a Formal Complaint alleging Sexual Harassment in accordance with the procedures outlined in Section VI, below. One of the three Decision-Makers in any hearing shall be the Hearing Officer.

“Deliberate Indifference” means when a response to Sexual Harassment is clearly unreasonable in light of the known circumstances.

“Emergency Removal” means removal of the Respondent from the University’s education program or activity on an emergency basis following the University’s individualized assessment and determination that an immediate threat to the physical health or safety of a student or individual arising from the allegations of Sexual Harassment justifies removal.

“Employee Who Can Take Corrective Action” means the Title IX Coordinator, Deputy Title IX Coordinator, Dean of Students, Executive Director of Human Resources, Director of Public Safety, and Assistant Director of Public Safety

“Formal Complaint” means a document filed by a Complainant or signed by the Title IX Coordinator alleging Sexual Harassment against a Respondent and requesting investigation of the allegations.

“Formal Notice” means the written notice the University provides to the parties who are known following receipt of a Formal Complaint.

“Formal Complaint Resolution Process” is the process outlined in Section VI, below.

“Hearing Officer” means the individual designated by USI who is responsible for managing the conduct of a hearing on a Formal Complaint of Sexual Harassment in accordance with the procedures outlined in Section VI, below. The Hearing Officer is also a Decision-Maker.

“Informal Resolution” means the process outlined herein for resolving a Formal Complaint with the voluntary written consent of both the Complainant and Respondent and consistent with the other conditions and procedures set out in Section VI, below.

“Investigative Report” is a written report prepared by the Investigator that summarizes relevant evidence gathered in an investigation and relating to a Formal Complaint.

“Investigator” means the trained individual designated by USI to gather information in response to a Formal Complaint.

“Live Hearing” means the live hearing before the Decision-Makers, one of which is the Hearing Officer, where each party’s advisor may ask – directly, verbally, and in real time – the other party and any witnesses relevant questions and follow-up questions, including those challenging credibility. A Live Hearing may be conducted with all parties physically present in the same location or, at the University’s discretion, with all parties, witnesses, and other participants appearing virtually, with technology enabling them simultaneously to see and hear each other.

“Parties” means the Complainant(s) and Respondent(s).

“Preponderance of the Evidence” means more likely than not.

“Presumption of Not Responsible” means that the Respondent is presumed not responsible for the alleged Sexual Harassment until a determination of responsibility is made at the conclusion of the grievance process.

“Program or Activity” means locations, events, or circumstances over which the University exercised substantial control over both the Respondent and the context in which the Sexual Harassment allegedly occurs, and also includes any building owned or controlled by a student organization that is officially recognized by the University.

“Relevancy” means having some reasonable connection to and having some value or tendency to prove or disprove a matter of factual significance. Questions and evidence about the Complainant’s sexual predisposition or prior sexual behavior are not relevant, unless offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant, or if the questions and evidence concern specific incidents of the Complainant’s prior sexual behavior with respect to the Respondent and are offered to prove consent.

“*Remedies*” means measures designed to restore or preserve equal access to the University’s education program or activity. Remedies may include supportive measures; however, Remedies need not be non-disciplinary or non-punitive and need not avoid burdening the Respondent.

“*Respondent*” means an individual who has been alleged to be the perpetrator of conduct that could constitute Sexual Harassment.

“*Responsible Employees*” means all faculty, all administrators, and certain designated support staff and student workers, including Resident Assistants, Public Safety Staff (specifically, Public Safety Officers, Sergeants, Staff Sergeants, Dispatchers, Senior Administrative Assistants, Graduate Assistants, and Student Workers), and Dean of Student’s Office (specifically, Senior Administrative Assistants, Administrative Assistants, Graduate Assistants, and Case Workers). Responsible Employees who witness or otherwise know, directly or indirectly, of any incidents of alleged Sexual Harassment must report it to the Title IX Coordinator.

“*Sexual Harassment*” is conduct on the basis of sex that satisfies one or more of the following:

- (1) An employee of the University conditioning the provision of an aid, benefit, or service of the University on an individual’s participation in unwelcome sexual conduct;
- (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University’s education programs or activities;
- (3) Sexual assault, meaning an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation (<https://ucr.fbi.gov/nibrs/2012/resources/nibrs-offense-definitions>);
- (4) Dating violence, meaning violence committed by a person: (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship;

- (5) Domestic violence, meaning felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Indiana, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the State of Indiana; or
- (6) Stalking, meaning engaging in a course of conduct directed at a specific person that would cause a reasonable person to (A) fear for their safety or the safety of others; or (B) suffer substantial emotional distress.

“*Standard of Evidence*” means the standard of evidence used to determine responsibility. The standard of evidence USI applies to resolve all Formal Complaints of Sexual Harassment, whether against students or employees, is preponderance of evidence.

“*Supportive Measures*” means non-disciplinary, non-punitive, individualized services designed to restore or preserve equal access to USI's educational programs or activities. Supportive Measures may be offered to a Complainant or Respondent before or after the filing of a Formal Complaint or where no Formal Complaint has been filed. Supportive Measures may include, but are not limited to:

- Counseling
- Coursework adjustments
- Modifications of schedules
- Campus escort services
- Mutual restrictions on contact
- Changes in work or housing locations
- Leaves of absence
- Increased security or monitoring

Supportive Measures provided to a Complainant or Respondent will be kept confidential to the extent feasible. Options for Supportive Measures will be provided to the parties in writing.

“*Title IX Coordinator*” means the individual identified in Section I, above.

VI. Reporting

A. Reporting to the University

1. Confidential Reporting

Individuals who believe that they have experienced behaviors that violate this policy may report confidentially to a University employee acting in an official capacity as a professional mental health counselor (and those acting in that role under the supervision of a professional mental health counselor), a University Health Center employee or a pastoral counselor. Subject to certain limited exceptions under applicable law designed to protect a student or others from harm, these individuals are statutorily required not to report the information to University officers.

2. Non-Confidential Reporting

In the interest of maintaining a safe and inclusive environment for all members of the University community, the University encourages all faculty, administrators, support staff, and students to promptly report known or suspected violations of this policy to the Title IX Coordinator, Deputy Title IX Coordinator, Affirmative Action Officer, or Public Safety. Reports also may be made to University Responsible Employees.

Affirmative Action Officer and Title IX Coordinator

Ms. Carrie Lynn
Wright Administration Building, Forum Wing, Room FA171
8600 University Boulevard
Evansville, Indiana 47712
812-464-1703
cnlynn@usi.edu

Deputy Civil Rights & Title IX Coordinator

Mr. Dameion Doss
Wright Administration Building, Forum Wing, Room 171
8600 University Boulevard
Evansville, Indiana 47712
812-464-1835
ddoss@usi.edu

Deputy Title IX Coordinator

Dr. Shelly Blunt
Associate Provost for Academic Affairs
Wright Administration Building, Room 103A
8600 University Boulevard
Evansville, Indiana 47712
812-465-1617
sblunt@usi.edu

Deputy Title IX Coordinator

Ms. Laurie Berry
Assistant Dean of Students
University Center East, Room 1229
8600 University Boulevard
Evansville, Indiana 47712
812-464-1862
lberry@usi.edu

Public Safety

From your cell phone or outside line: 812-492-7777
From campus phones: ext. 7777

(Available for Emergency or After Hours Reporting)

An individual is not required to report alleged violations of this policy to the person who is engaging in the alleged behavior. Anyone may report Sexual Harassment, regardless of whether the person making the report is the person alleged to be the victim of alleged Sexual Harassment. Reports may be made in person, by mail, by telephone, by email, or online at https://cm.maxient.com/reportingform.php?UnivofSouthernIndiana&layout_id=1. Reports may be made at any time.

Any report made to the Deputy Title IX Coordinator, Affirmative Action Officer, Public Safety, or a Responsible Employee must be shared with the Title IX Coordinator. Upon receipt of a report, the Title IX Coordinator or designee will contact the Complainant to discuss the availability of Supportive Measures (with or without the filing of a Formal Complaint), consider the Complainant's wishes with respect to Supportive Measures, and explain the process for filing a Formal Complaint.

If the Complainant chooses not to file a Formal Complaint, the Title IX Coordinator may choose to do so. The Title IX Coordinator also may advise the Complainant about other available procedures and Supportive Measures.

If the Complainant or the Title IX Coordinator chooses to file a Formal Complaint, such Formal Complaint will be handled in accordance with the Formal Complaint Resolution Process described below.

Additionally, individuals who believe they have experienced Sexual Harassment in violation of this policy may report confidentially to a University employee acting in an official capacity as a professional mental health counselor (and those acting in that role under the supervision of a professional mental health counselor), a University Health Center employee, or pastoral counselor. Subject to certain limited exceptions under applicable law designated to protect a student or others from harm, these individuals are statutorily required not to report the information to others, including the Title IX Coordinator.

B. Reporting to Law Enforcement

Individuals are also encouraged to report criminal misconduct to law enforcement. Please note that reporting options are not mutually exclusive; both internal (University) and external (Law Enforcement) reporting options may be pursued at the same time. The local law enforcement office with jurisdiction over the University's geographic location is the Vanderburgh County Sheriff's Office. Allegations of criminal misconduct occurring within the Evansville city limits can be reported to the Evansville Police Department. Additionally, the Indiana State Police (ISP) has state-wide jurisdiction.

Vanderburgh County Sheriff's Office Operation Center

5607 Highway 41 North
Evansville, IN 47711
Non-emergency telephone: 812-421-6201
Emergency telephone: 911

Evansville Police Department

15 Northwest Martin Luther King Jr.
Boulevard Evansville, IN 47708
Non-emergency telephone: 812- 436-7896
Emergency telephone: 911

Indiana State Police (ISP) District 35 Police Post

19411 Highway 41 North
Evansville, IN 47725
Telephone: 812-867-2079 or 800-852-3970

While not required, the University strongly encourages anyone who becomes aware of behavior that may constitute a crime to report the incident to local law enforcement. The University can provide support, resources, and assistance to those who do so. Regarding the involvement of law enforcement in matters involving Sexual Harassment, the Complainant has several options, including to: (1) notify law enforcement authorities; (2) be assisted by campus authorities in notifying law enforcement authorities if the Complainant chooses; or (3) decline to notify such authorities. The University will comply with the Complainant's request for assistance in notifying law enforcement in these matters to the extent legally permitted. The Complainant's choice to report to law enforcement will not impact the implementation of supportive measures if applicable.

Regardless of whether a Complainant chooses to notify law enforcement, it is important for a Complainant who has experienced sexual assault, dating violence, or domestic violence to seek medical attention and to preserve evidence potentially by obtaining a forensic medical exam. Preserving evidence may assist in proving that an alleged criminal offense occurred or may be helpful in obtaining a protective order. The University will provide written information on where to obtain forensic examinations. Obtaining a forensic examination does not require the Complainant to file a police report, but a forensic examination can help preserve evidence in cases where the Complainant decides to file a police report at a later date.

In certain instances, the University may need to report potential criminal misconduct to law enforcement authorities even when the Complainant has decided not to do so. Such circumstances include those in which there is clear and imminent danger or risk to the Complainant and/or the University community, in which a weapon was involved with the incident, child abuse, or in which the allegations involve sexual misconduct and the Complainant is under the age of consent. The necessity to report an incident to law enforcement will be shared with the Complainant.

The University's Formal Complaint Resolution Process and the legal system work independently from one another, and the University will proceed with its process as applicable, regardless of action or inaction taken by outside authorities. If a law enforcement

investigation is initiated, the University may pause its procedures briefly at the request of law enforcement to facilitate their initial evidence gathering. Decisions made or sanctions imposed through the Formal Complaint Resolution Process are not subject to change if criminal or civil charges arising from the same misconduct are dismissed, reduced, or rejected in favor of or against the Respondent.

VII. Amnesty

Reporting suspected Sexual Harassment is important. The University recognizes that an individual who reports Sexual Harassment may be engaged in under-age drinking or drug use or other prohibited conduct at or near the time of the incident reported. To encourage reporting under these circumstances, the University will not take disciplinary action against a student reporter, student witness, student Complainant, or student Respondent for their personal use of alcohol or drugs or for other prohibited conduct at or near the time of the incident reported if such violations do not or did not subject other people to harm. Depending on the circumstances, similar consideration may be given to employee reporters, employee witnesses, employee Complainants, and employee Respondents.

VIII. Emergency Removal

During and before the investigation, emergency measures may be taken to protect the safety or well-being of members of the University community. The University may remove a Respondent from its education program or activity on an emergency basis. No Respondent will be removed until the University has undertaken an individual safety and risk analysis and determined that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment justifies removal. Any Respondent who is removed will be provided notice and an opportunity to challenge the decision immediately following removal.

A non-student employee Respondent may be placed on administrative leave during the pendency of the resolution process described by this Policy.

IX. Formal Complaint Resolution Process

The University's response to a Formal Complaint of Sexual Harassment will treat Complainants and Respondents equitably and provide a process in which the Title IX Coordinator, Investigator,

Decision-Makers, Hearing Officer, Appellate Officer, and any facilitator of an Informal Resolution are free from conflicts of interest or bias against the Complainant or Respondent (or against complainants and respondents generally).

These individuals will receive training on the definition of Sexual Harassment, the scope of Title IX, and how to serve impartially including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. These individuals will also receive training regarding their specific roles in the process.

The University will strive to complete the Formal Complaint Resolution Process within 60 days of the filing of a Formal Complaint. The University will conduct the Formal Complaint Resolution Process on a confidential basis, consistent with the requirements of this Policy and applicable law. The Title IX Coordinator may allow for the temporary delay of all or part of the Formal Complaint Resolution Process for good cause and will provide written notice to the Complainant and Respondent of the delay and the reasons therefor.

A. Presumption

A Respondent in a Formal Complaint is presumed not responsible for the alleged conduct until a determination is made regarding responsibility at the conclusion of the Formal Complaint Resolution Process.

B. Written Notice

Within a reasonable period following receipt of a Formal Complaint, the University will provide Formal Notice to known parties of:

- The Formal Complaint Resolution Process and Informal Resolution Process
- The allegations potentially constituting Sexual Harassment, including details then-known regarding the:
 - Identities of the parties involved in the incident
 - Conduct allegedly constituting Sexual Harassment
 - Date and location of the alleged incident(s)
- The presumption that the Respondent is not responsible and that a finding of responsibility is made at the conclusion of the Formal Complaint Resolution Process
- The right to an Advisor who may, but is not required to, be an attorney (with agreed upon notice)
- The ability to inspect and review evidence in connection with the Formal Complaint

- The obligation to promptly notify the Title IX Coordinator if they believe the Title IX Coordinator, Investigator, Hearing Officer, facilitator of any Informal Resolution, Decision-Maker, or Appellate Officer has a conflict of interest or bias

If, during the course of an investigation, the University decides to investigate allegations about the Complainant or Respondent that were not included in a previous Formal Notice, it will provide notice of the additional allegations to known parties.

C. Grounds for Dismissal

The University will dismiss a Formal Complaint for Title IX purposes if it determines at any time after its filing that the conduct alleged (1) would not constitute Sexual Harassment even if proved, (2) did not occur in the University's education program or activity, or (3) did not occur against a person in the United States. Such a dismissal does not preclude disciplinary action under other provisions of the University's policies, nor does it preclude the University from using the Formal Complaint Resolution Process outlined in this policy to resolve such allegations.

The University may dismiss all or part of a Formal Complaint any time after its filing if: (1) Complainant notifies the Title IX Coordinator that they wish to withdraw the Formal Complaint or any allegations in it; (2) the Respondent is no longer enrolled or employed; or (3) specific circumstances prevent the University from gathering evidence sufficient to reach a determination.

If the University dismisses all or part of a Formal Complaint under this section, it will promptly notify the Complainant and Respondent in writing.

D. Informal Resolution

A Formal Complaint that does not involve allegations of an employee engaging in Sexual Harassment of a student may be resolved by Informal Resolution. Informal Resolution may occur any time between the filing of a Formal Complaint and a determination of responsibility. The Title IX Coordinator or designee will determine whether to offer Informal Resolution.

Informal Resolution is intended to create an opportunity for individuals to resolve complaints quickly, efficiently, and to the mutual satisfaction of all parties involved in a safe, non-threatening, and non-confrontational environment. It is an entirely voluntary process intended to allow the parties involved in an alleged violation of this policy to discuss their respective understandings of the incident with each other through the assistance of a facilitator. Informal Resolution is designed

to encourage each person to be honest and direct with the other and to accept personal responsibility where appropriate.

Before any Informal Resolution, both the Complainant and Respondent will be given written notice of: (1) the allegations; (2) the circumstances under which Informal Resolution precludes them from resuming the Formal Complaint Resolution Process, such as voluntarily agreeing to resolution of the Formal Complaint through Informal Resolution; (3) their right to withdraw from the Informal Resolution process and resume the Formal Complaint Resolution Process at any time before agreeing to a resolution; and (4) that Informal Resolution could result in an agreed-upon sanction, which may appear in certain records pertaining to that individual.

The University will facilitate an Informal Resolution only after the Complainant and Respondent have received such written notice and provided voluntary, written consent to participate in Informal Resolution.

Upon the voluntary, written consent of all parties to the Formal Complaint, the Title IX Coordinator or designee will identify an appropriate University official or external professional who may be engaged by the University for purposes of facilitating a session or series of sessions between the parties. Any resolution developed through Informal Resolution must be mutually agreed upon by all parties to the Formal Complaint, and any such resolution will be documented as deemed appropriate to the circumstances. All parties to the Formal Complaint will be asked to provide signatures signifying their understanding of an agreement to abide by any such resolution. If an agreement has not been reached within 10 days, a Formal Complaint will automatically move to the Formal Complaint Resolution Process.

E. Investigation

Following the filing of a Formal Complaint, the Title IX Coordinator shall designate an Investigator to conduct a prompt, thorough, fair, and impartial investigation and prepare a written Investigative Report. The Investigator will typically meet individually with the Complainant and Respondent at least once during an investigation. The Complainant and Respondent will receive written notice of the date, time, location, and individuals who will be present for any investigative interview or meeting and will be given sufficient time to prepare. The Complainant and Respondent may be accompanied by one Advisor at any investigative interview or meeting.

The Complainant and Respondent may advise the Investigator of any witnesses they believe should be interviewed and any inculpatory or exculpatory evidence including, for example, e-mails, text messages, photographs, video surveillance, and/or other physical, documentary or other evidence.

The burden of gathering evidence sufficient to reach a determination regarding responsibility rests on the University. After the Investigator has gathered evidence, both the Complainant and Respondent (and any Advisor) will be given the opportunity to inspect and review evidence obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint. Within 10 days, the Complainant and Respondent may submit a written response to such evidence. Any written responses will be considered by the Investigator before completing the Investigative Report.

F. Investigative Report

The Investigative Report will summarize the relevant evidence. If a Formal Complaint proceeds to a hearing, the Investigative Report will be sent to both the Complainant and Respondent (and any Advisor) at least 10 days before the hearing. The Complainant and Respondent will be permitted to review the Investigative Report and provide a written response to the Investigator within 5 days of the date of the Investigative Report.

G. Live Hearing

The Decision-Makers, one of whom is the Hearing Officer, hears a Formal Complaint that proceeds to a hearing. The purpose of the hearing is for the Decision-Makers to evaluate relevant evidence to determine whether or not the Respondent is responsible for engaging in Sexual Harassment. If the Decision-Makers determine that the Respondent is responsible for Sexual Harassment, they also will determine appropriate sanctions. The Title IX Coordinator cannot serve as a Decision-Maker.

1. *Preparation for the Hearing*

The Title IX Coordinator or a designee will arrange the administrative details for the hearing, including: (1) selecting the Decision-Makers; (2) arranging a time and place for the hearing; (3) making the Investigative Report and evidence directly related to the allegations in the Formal Complaint available at the hearing so that both Complainant and Respondent will have equal opportunity to refer to such evidence during the hearing; and (4) arranging for a Complainant or Respondent who does not have an Advisor to be appointed an Advisor to conduct cross-examination on behalf of that party at the hearing.

At the request of either Complainant or Respondent, the hearing will occur with the Complainant and the Respondent located in separate rooms with technology enabling the Decision-Makers,

Complainant, Respondent, Advisors, and any witness(es) to simultaneously see and hear any party or witness answering questions.

2. *Conduct of the Hearing*

The Hearing Officer is responsible for managing the conduct of the hearing and ensuring that procedures are followed. The Hearing Officer facilitates all phases of the hearing and resolves all questions that arise during the hearing, including but not limited to procedural issues and issues regarding the propriety or relevance of specific questions, arguments, and information presented. The Hearing Officer also will seek to ensure an orderly and fair exchange of information during the hearing, and in the Hearing Officer's or other Decision-Makers' discretion, may ask questions of any party or witness. If anyone attending the hearing acts without appropriate respect or decorum, including failure to comply with the Hearing Officer's instructions, the Hearing Officer may take appropriate action, including requiring that person to leave the hearing.

At the hearing, both Complainant's Advisor and Respondent's Advisor will have the opportunity to ask the other party and any witnesses relevant questions and follow-up questions. Only relevant cross-examination and other questions may be asked of a party or witness. Before a Complainant, Respondent, or witness answers a question, the Hearing Officer will determine whether the question is relevant. If the Hearing Officer excludes a question as not relevant, they verbally will explain their decision.

Questions that intrude upon a legally recognized privilege will not be permitted unless the privilege has been affirmatively waived. Questions and evidence about a Complainant's sexual predisposition or prior sexual behavior are not relevant unless: (1) they are offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant; or (2) they concern specific incidents of the Complainant's prior sexual behavior with respect to the Respondent and are offered to prove consent.

If a Complainant, Respondent, or witness does not submit to cross-examination at the hearing, the Decision-Makers will not rely on any statement of that party or witness in reaching a determination regarding responsibility, nor will the Decision-Makers draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the hearing or refusal to answer cross-examination or other questions.

An audio recording, audiovisual recording, or a transcript of the hearing will be made and provided to the Complainant and Respondent for review subsequent to the conclusion of the hearing.

H. Determination Sanctions, and Remedies

Following the presentation of information at the hearing, the Decision-Makers will determine whether the Respondent is responsible for Sexual Harassment. The Decision-Makers will deliberate privately. In deciding, the Decision-Makers will apply a **preponderance of the evidence standard** and conclude that Respondent is responsible for Sexual Harassment if it is “more likely than not.” The Decision-Makers will reach a decision by majority vote.

If the Decision-Makers determine that Respondent is responsible for Sexual Harassment, they will deliberate further to determine appropriate sanctions. The University may implement any of the Supportive Measures outlined above at any time before or after any finding of responsibility. However, disciplinary sanctions and remedies may only be implemented after a finding of responsibility. Such sanctions and remedies may range from verbal warnings or mandatory trainings to employment termination for faculty, administrators, and support staff, and from verbal warnings or mandatory trainings to expulsion for students. The Title IX Coordinator is responsible for effective implementation of any remedies.

I. Written Determination

The Decision-Makers will issue a written determination regarding responsibility. The written determination will include:

- The allegations potentially constituting Sexual Harassment
- The procedural steps from receipt of the Formal Complaint through the written determination
- Findings of fact supporting the determination
- Conclusions regarding the application of the policy to the facts
- A statement of, and rationale for, the result as to each allegation, including any finding of responsibility and sanctions or remedies
- The procedures and permissible grounds for appeal

The written determination will be provided to the parties simultaneously.

J. Appeals

A Complainant, Respondent, or Title IX Coordinator may appeal: (1) a determination regarding responsibility; or (2) any dismissal of all or part of a Formal Complaint. Appeals are limited to the following grounds:

- Procedural irregularity that affected the outcome
- New evidence that could affect the outcome but was not reasonably available at the time the determination or dismissal was made
- The Title IX Coordinator, Investigator, or Decision-Maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual Complainant or Respondent and that conflict of interest or bias affected the outcome

Appeals must be submitted in writing to the Title IX Coordinator or designee within 5 business days of receipt of the written determination or dismissal. When an appeal is filed by a party, the University will provide notice to the other party and an opportunity to respond to the appeal in writing within 5 days.

The Appellate Officer will issue a written decision describing the result of the appeal and the rationale for it, which will be provided to both parties simultaneously. If the appeal is denied, the matter will be closed, and the findings will become final and not subject to further appeal. If the appeal is granted, the Appellate Officer may (1) affirm the written determination (which is final and not subject to further appeal) or (2) remand the case for a new and/or additional investigation and hearing (the results of which will be final and not subject to further appeal).

The Appellate Officer shall not be the same person as the Decision-Maker(s) that reached the determination regarding responsibility or dismissal, the Investigator, or the Title IX Coordinator.

X. Retaliation Prohibited

The University prohibits retaliation against any individual who makes a report, testifies, assists, participates, or refuses to participate in any manner in an investigation, proceeding, or hearing under this policy. Those found to have violated this policy's prohibition on retaliation will be subject to disciplinary action, up to and including termination of employment for employees and expulsion for students. Any person who believes that someone has been subjected to retaliation should promptly contact the Title IX Coordinator.

XI. Care and Support Resources

The University is committed to treating all members of the University community with dignity, care, and respect. Any individual who experiences or is affected by discrimination or harassment, whether as a Complainant or a Respondent, may benefit from access to care and support resources through the University and the local community.

The University encourages all individuals to seek the support of and use all available internal

and external resources, regardless of when or where any alleged incident occurred. The following is a non-exhaustive list of such resources available to the members of the University community.

Resources Specifically for USI Students

- USI Counseling Center
Orr Center 1051
Telephone: 812-464-1867
- USI Religious Life Residence Life Resource Center
Telephone: 812-464-1871
- USI Housing & Residence Life
Your Resident Assistant or Area Coordinator
Telephone: 812-468-2000
- USI Dean of Students
Office University Center East 1229
Telephone: 812-464-1862

Resources Specifically for Benefits-Eligible Faculty and Staff

- Deaconess Concern Employee Assistance Program
445 Cross Pointe Boulevard, Suite 330
Evansville, IN 47715
Telephone: 812-471-4611 or 800-874-7104

Resources for all Members of the University Community

- USI Health Center
Health Professions 0091
Telephone: 812-465-1250
- Albion Fellows Bacon Center
P.O. Box 3164
Evansville, IN 47731
Telephone for Domestic Violence: 812-422-5622

Telephone for Sexual Assault: 812-424-7273
Toll-free: 800-339-7752

- YWCA Evansville
118 Vine Street
Evansville, IN 47708
Telephone: 812-422-1191 or 866-367-9922
- Holly's House
750 North Park Drive
Evansville, IN 47710
Telephone: 812-437-7233
- Lampion Center
655 South Hebron Avenue
Evansville, IN 47714
Telephone: 812-471-1776
- Southwestern (Behavioral Health)
415 Mulberry Street
Evansville, IN 47713
Telephone: 812-423-7791
24 Hour Suicide Hotline: 812-422-1100

Miscellaneous

This policy is not a contract. The University reserves the right to modify the application of these procedures consistent with applicable law to provide, in its discretion, equitable treatment of Complainant and Respondent.

Inquiries about the application of Title IX and its implementing regulations may be referred to USI's Title IX Coordinator and/or the Assistant Secretary for the Department of Education's Office of Civil Rights.