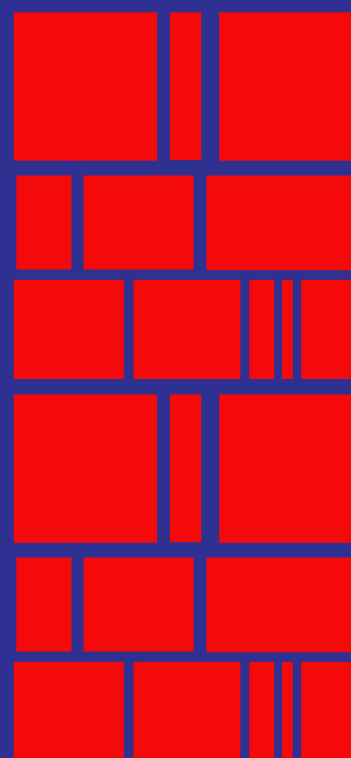


2013

Colorado State University-Pueblo Fire Safety & Security Report



September 18, 2013

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MESSAGE FROM THE CSU-PUEBLO PRESIDENT

The *2013 Fire Safety and Security Report* documents important information about our campus environment as part of the University's commitment to meet the standards and requirements established by the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f))*. All colleges and universities that participate in federal financial aid programs are required to keep and disclose crime statistics as part of the federal Clery Act, enacted in 1990. The annual report tracks the following offenses: homicides, sexual assaults, robberies, aggravated assaults, burglaries, arsons, motor-vehicle thefts, liquor-law violations, drug-law violations, and illegal-weapon possessions.

CSU-Pueblo's reputation as a safe and caring, low-crime campus was verified by a 10-year study of crime statistics at 10 Colorado higher education institutions by the *Durango Herald* in 2012. The *Durango Herald* compiled 10 years of statistical information to compare colleges across Colorado by using reports that are available online through the U.S. Department of Education. CSU-Pueblo ranked lowest in 6 of the 7 categories rated among the 10 schools.

In 2003, CSU-Pueblo began a relationship with the Pueblo County Sheriff's Office (PSCO) to provide law enforcement services. They not only provide law enforcement on the campus, but they are proactive in providing community-oriented prevention and education activities that prioritize campus safety for students, faculty, staff, and campus visitors.

We encourage you to use this report as a resource for safety information and policies and procedures in our efforts to secure a safe environment in which to teach, learn, and work.

Lesley Di Mare
President

EMERGENCY DIAL 911

ON-CAMPUS
 CRIME OR SUSPICIOUS ACTIVITY
 NON-EMERGENCY
 TALK WITH A DEPUTY
 REPORT A SECURITY CONCERN
 CSU-Pueblo Sheriff's Office
 Lower Level of Administration Building
 (719) 549-2373



OFF-CAMPUS
 CRIME OR SUSPICIOUS ACTIVITY
 City of Pueblo Police Department
 (719) 553-2502
 Dispatch for Reporting

CAMPUS EMERGENCY CALL BOXES

These boxes are strategically located on campus and are available to students, staff, or visitors who would like to seek safety assistance or report any crime in progress. Once the call is activated, it will connect directly to the Pueblo County Sheriff's Office Dispatch Center.

SEE CALL BOX MAP on Page 30



MESSAGE FROM THE PUEBLO COUNTY SHERIFF

The Pueblo County Sheriff's Office is proud to serve as the law enforcement agency at CSU-Pueblo. Our goal is to provide the students, faculty, staff and guests with the highest level of safety and security through interaction, education, and response.

Our deputies serve in a way that fosters trust, cooperation, and compliance while still demonstrating the utmost respect and compassion for CSU-Pueblo students and their guests.

The Pueblo County Sheriff's Office at CSU-Pueblo strives to protect life and property in an attempt to create a safe environment conducive to learning.

If you have questions or concerns about campus safety, do not hesitate to contact Lt. Bill Brown at our CSU-Pueblo Campus Sheriff's Office at 719-549-2373. For further information regarding the Pueblo County Sheriff's Office, visit the following website:

www.sheriff.co.pueblo.co.us

Kirk Taylor
 Sheriff

SAFETY



INTRODUCTION

The information provided in this report is provided to educate current students, prospective students, faculty, and staff about safety and security policies, procedures, and statistics for Colorado State University – Pueblo (“University” or “CSU-Pueblo”). The University believes that a well-informed campus community is better prepared to deal with crime and emergency situations. The University encourages campus community members to become actively involved with the safety and security of students, faculty, and staff.

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101- 542). This amendment required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act in memory of Jeanne Clery, a university student who was killed in her dorm room in 1986. More commonly known as the Clery Act, this law requires colleges and universities to

- Collect, classify, and count crime reports and statistics
- Issue campus alerts
- Publish an annual security report
- Submit crime statistics to the Department of Education
- Maintain a daily crime log
- Disclose missing student notification procedures
- Provide fire safety information

PREPARING THE ANNUAL REPORT

This report is compiled by the CSU-Pueblo Safety Team that is comprised of campus law enforcement, administrators, and staff members who are responsible for and/or directly involved with safety and security of the campus:

- Associate Vice President of Facilities Management
- Pueblo County Sheriff’s Office at CSU-Pueblo
- Director of Student Judicial Affairs
- Dean of Student Life
- CSU System Deputy General Counsel
- Executive Director of External Affairs

The Pueblo County Sheriff’s Office at CSU-Pueblo prepares this annual disclosure of crime statistics report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The report is prepared in cooperation with the Division of Student Life including the Office of Residence Life and Housing and the Office of Student Judicial Affairs. Campus crime, arrest, and disciplinary referral statistics include those reported to the Pueblo County Sheriff’s Office at CSU-Pueblo and to University Campus Security Authorities.

LAW ENFORCEMENT QUALIFICATIONS & AUTHORITY

Law enforcement services at CSU-Pueblo are provided by the Pueblo County Sheriff's Office. The Sheriff's Office is staffed with experienced State-Certified peace officers who are current in Colorado Peace Officer Standards and Training (P.O.S.T.) procedures. Additionally, the Pueblo County Sheriff's Office provides law enforcement and emergency services to unincorporated Pueblo County. This connection to the community means that campus law enforcement is up to date with developments in the community allowing them to better serve the campus. Deputies assigned to Colorado State University-Pueblo actively monitor off-campus crime as it relates to the campus, students, faculty, and staff.

LAW ENFORCEMENT PARTNERSHIPS

Colorado State University – Pueblo has a contractual and collaborative agreement with the Pueblo County Sheriff's Office to provide all law enforcement services on campus. This partnership allows CSU-Pueblo to have access to all services that are available to the larger community and these include emergency management, search and rescue teams, investigations unit, high tech crimes unit, and SWAT teams. Because CSU-Pueblo is adjacent to State of Colorado Highway property and City of Pueblo residential and commercial property, the Sheriff's Office and CSU-Pueblo work closely with the Colorado State Patrol (CSP) and the Pueblo City Police Department (PPD) to address any issues, emergencies, or community service needs that may involve both CSU-Pueblo and CSP and/or PPD geographical areas of jurisdiction.



Take Safety Precautions

Students, faculty, and staff should take the following precautions to prevent circumventing policies designed to protect the safety of self and others:

- ✓ Do not prop doors open or allow strangers into campus buildings that have been secured.
- ✓ Do not lend keys or leave them unattended.
- ✓ Do not give codes to anyone.
- ✓ Keep your valuables secured and out of sight.
- ✓ Notify the Sheriff's Office of any suspicious activities or individuals.

This report is posted on the CSU-Pueblo website

<http://www.colostate-pueblo.edu/campussafety/Pages/Default.aspx>

***Copies of the report are retained in the offices of
Admissions
External Affairs
Human Resources
Facilities Management
Office of the Dean of Student Life
CSU-Pueblo System Deputy General Counsel
Pueblo County Sheriff's Office at CSU-Pueblo***

REPORTING A CRIME

In the event of any crime or emergency on campus, students should immediately notify the Pueblo County Sheriff's Office (PCSO), located at CSU-Pueblo. They will investigate the report and make appropriate referrals to the Pueblo County District Attorney's Office, appropriate University Administrators, and/or the CSU-Pueblo Office of Student Judicial Affairs. The PCSO CSU-Pueblo is housed in Administration 118. Students also may call (719) 549-2373 for general safety and security information or to contact individual Sheriff's Office staff.

For all off-campus emergencies, calls should be directed to the local law enforcement agency. Students enrolled in any CSU-Pueblo classes held in Colorado Springs should contact the Colorado Springs Police Department to report a crime. If attending classes at Ft. Carson Army Bases, contact the appropriate Ft. Carson law enforcement authorities to report a crime. Students who reside in the City of Pueblo should direct their emergency calls to 911 or to the Pueblo City Police Department (719) 553-253-2502.

CONFIDENTIAL CRIME REPORTING

A witness of a crime who wishes to remain anonymous may call the CSU-Pueblo Tip Line at (719) 549-2376. The Tip Line is a voice message system only; and therefore, immediate action will not be taken. Witnesses of crimes also may report to Pueblo Crime Stoppers at (719) 542-7867.

REPORTING A CRIME TO A CAMPUS SECURITY AUTHORITY (CSA)

The University encourages students to report criminal activity directly to the Pueblo Sheriff's Office at CSU-Pueblo. However, students also may report a crime to a Campus Security Authority (CSA) who is responsible for forwarding non-identifying information to the CSU-Pueblo Sheriff's Office for inclusion in the annual Security report, regardless of whether or not the victim chooses to file a report with law enforcement.

Exemption from Reporting

Licensed professional mental health counselors & pastoral counselors (employed by religious organizations to provide confidential counseling) who are working within the scope of their license or religious assignment at the time they receive the crime report are exempt from reporting under the Clery Act.

Who Is A Campus Security Authority?

Sheriff's Office at CSU-Pueblo
 Parking Management
 Dean of Student Life
 Vice President for Student Services and Enrollment
 Director of Diversity
 Director of Student Engagement and Leadership
 Office of Student Engagement and Leadership
 Director of Student Judicial Affairs
 Director of Resident Life and Housing
 Resident Assistants
 Senior Resident Assistants
 Directors of Athletics
 Associate Directors of Athletics
 Head Coaches
 Assistant Coaches
 Site Manager at University Tower
 Site Manager at Fort Carson
 Student Organization Advisors
 Director of First Year Programs
 Coordinator of Disability Resource Center
 Director of Student Recreation Center
 Associate Director of Student Recreation Center
 Student Recreation Center Front Desk Staff
 Director of Student Support Services
 Associate Vice President for Facilities
 Director of Auxiliary Services
 Area Coordinators for Resident Life
 Director of Career Center
 Director of Student Academic Services
 Director of Student Financial Services
 Director for International Programs
 Director of English Language Institute
 Hasan School of Business Academic Advisors
 Continuing Education Student Advisor
 Coordinator of CAMP Program
 Undeclared Academic Advisor
 Academic Improvement Program Coordinator
 Financial Aid Counselors
 Director of Athletic Training
 First Year Advisors
 Coordinator of Alcohol and Other Drug Prevention
 Writing Room and General Education Coordinator
 Director of Honors Program
 Director of Presidents Leadership Program
 Director PROPEL Center
 Assistant Director of Student Recreation
 Education Development Specialist SSS

SECURE ACCESS TO CAMPUS FACILITIES

Preserving a safe and secure environment is the responsibility of everyone on campus. Employees have the responsibility to secure their work area, and students have the responsibility to lock their residence hall rooms and apartments as well as secure their personal property.

Most campus buildings and facilities are accessible to the public during normal business hours Monday through Friday excluding holidays. Certain facilities may be opened by facilities personnel for designated hours on weekends and evenings. Buildings may be secured at different times based upon class schedule, special events, and computer lab hours.

SECURE ACCESS TO RESIDENTIAL FACILITIES

All residence halls are secured using a card access system. Residence halls are accessible to the campus community and visitors from 8 a.m. to 5 p.m. Monday through Friday. Residence Halls have restricted access on weekends from 5 p.m. on Friday to 8 a.m. on Monday. During those hours, any visitors must be accompanied by a hall resident, and the resident must provide proper identification and access card. Visitors must sign in at the front desk. Access to the residence halls after business hours may be made available for campus programming.

SECURITY CONSIDERATIONS IN BUILDING MAINTENANCE

Although maintenance requests are prioritized based upon need, budget, and emerging conditions, safety and security issues that are observed may be cause for quicker response and handling. If a student, faculty, staff, or visitor notices a potentially dangerous or hazardous condition concerning maintenance, they should immediately contact the University Physical Plant (719) 549-2211. The University most recently completed a review of outdoor lighting and installed lighting in critical areas where students walk at night.

The University requires all contractors who work in campus-owned residences to agree to and follow the policies and procedures set for in the ***Special Contract Conditions for Construction Projects in Occupied Student Housing Facilities at Colorado State University – Pueblo***. Contractors are required to adhere to special contract conditions for projects that involve construction within or adjacent to student housing facilities, defined as residence halls and apartments. The contractor, all workers, subcontractors, deliverymen, and anyone else coming on to the work site must be informed of the requirements to respect the students' privacy and enjoyment of their residences. The work must be done in a manner that maintains the security of the students' residences, limits contact with the residents, provides advance notice of any work that may affect the residents, and limits communications about the project to those persons designated by Colorado State University-Pueblo.

TIMELY WARNING & EMERGENCY NOTIFICATION

Timely Warning

Under the *Clery Act* (20 U.S.C. state § 1092), Colorado State University-Pueblo, through designated personnel, is responsible for issuing a “timely warning” if a crime has been reported and CSU-Pueblo determines there is a serious or continuing threat to the campus community. In addition, CSU-Pueblo is required to send an “emergency notification” if there is an immediate threat to the health or safety of students or employees occurring on campus.

The decision to issue a timely warning or an emergency notification:

- Will be decided on a case-by-case basis in compliance with the *Clery Act* and after consideration of available facts.
- May depend on the nature of the crime, the continuing danger to the campus community, and possible risk of compromising law enforcement efforts.
- Will depend upon the particular health or safety threat. CSU-Pueblo will, without delay, take into account the safety of the community, determine the content of the notification, and will determine whether to initiate the notification system.

Emergency Notification

The emergency notification system will be immediately activated when University-authorized representatives become aware of and confirm a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community.

Law enforcement and University officials will assist those preparing the emergency notification with determining what segment or segments of the campus community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e. the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The University may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the University mass notification system, the University also will post applicable messages about the dangerous condition on the University web site to help ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety.

If the emergency affects a significant portion of or the entire campus, University officials will distribute the notification to the entire campus community. With the assistance of the Pueblo County Sheriff’s Office, the University will determine the content of the notification. The University has developed a wide range of template messages addressing several different emergency situations. The communications officers (or others issuing the alert) will select the template message most appropriate to the on-going situation and modify it to address the specifics of the present incident.

HOW TO SIGN UP FOR THE EMERGENCY ALERT SYSTEM

HOW DO I REGISTER FOR EMERGENCY ALERTS? Enrollment is not automatic, and participation in this program is voluntary. Students must register for the service and will be responsible for updating their personal cell phone numbers in the event their contact information changes. It may take up to 72 hours for your cell phone number to become active in the Emergency Notification System.

- Sign on to your PAWS Account
- Click the “Emergency Text” Tab
- Respond to prompts each time you register

HOW DOES THE SYSTEM WORK? In the event of an emergency, a scheduled testing of the emergency system, or an unexpected closing of the University, a text message will be sent to all enrolled cell phones.

Each text message will begin with the message “*CSU-Pueblo ALERT!*” and will follow with the nature of the alert and any additional information. The text message will be brief, and you will be instructed to check the main CSU-Pueblo website or other media outlets for more information. You will receive messages within a few minutes of their transmission as long as your cell phone is turned on. The University will test the system each semester by sending an announced test message.

DOES IT COST ANYTHING? The service is free, but you may be charged your cellular service provider's standard rates. If you have verified the registered cell phone number is correct and you do not receive the once-a-semester test message, you will need to check with your carrier to make sure your number is not blocked from receiving subscription text messaging from short codes.

FACULTY AND STAFF REGISTER THROUGH THE FACULTY & STAFF PORTAL

<http://www.colostate-pueblo.edu/CampusSafety/CSU-PuebloALERT>



CRIME PREVENTION

Throughout the year, campus personnel and Sheriff's Deputies participate in programs aimed at crime prevention and the community policing philosophy to provide information that pertains to crime prevention, alcohol use, and illegal drugs. Educational programs are provided to students, faculty, and staff that include New Student Orientation and Parent Orientation Safety sessions, Alcohol and Drug Awareness, Active Shooter Awareness, Student Athlete Safety Training, Orientation, Residence Life and Housing Safety Training, DUI Awareness, Sexual Assault Awareness, Fire Safety Education, and other training as needed for students, faculty, and staff.

CRIME PREVENTION SERVICES

- ➔ **CAMPUS SERVICE OFFICERS (CSOs):** CSU-Pueblo student employees who provide additional foot patrol, building security, parking enforcement, and safe walks. Call (719) 549-2373.
- ➔ **CAMPUS SAFE WALK:** Available to any campus member who wants to have the added security of being escorted from one location to another. Call (719) 549-2373 for assistance.
- ➔ **RESIDENCE HALL AND BUILDING PATROL:** Patrols include Sheriff's Deputies and CSOs patrolling in and around campus buildings.
- ➔ **EMERGENCY CALL BOXES:** Call boxes are found in 15 locations around campus. Call box maps and pictures are located at the end of this document.
- ➔ **LIGHTING SURVEY:** Facilities personnel regularly survey outdoor lighting and address any concerns. Call (719) 549-2211 to report lighting issues.
- ➔ **INDIVIDUAL SAFETY CONSULTATION:** Campus members are encouraged to contact a Deputy with any safety or security concerns by visiting the Pueblo County Sheriff's Office at CSU-Pueblo Administration Building Room 118, or dialing (719) 549-2373.
- ➔ **SEX OFFENDER REGISTRY:** Information about registered sex offenders enrolled, working, or volunteering at Colorado State University-Pueblo may be obtained from the Pueblo County Sheriff's Office at CSU-Pueblo in Administration 118, (719) 549-2373. Additionally, information about registered sex offenders residing in Pueblo County is available at the Pueblo County Sheriff's Office Annex, 920 N Main St., Pueblo, CO 81003 (719) 583-6400, or online at www.sotar.us. A list of registered sex offenders residing in the City of Pueblo can be found at the Pueblo Police Department's website, <http://police.pueblo.us/p2c/sexoffenders.aspx>. These lists include only those persons who have been required by law to register and who are in compliance with the sex offender registration laws.
- ➔ **OPERATION ID:** Allows students, faculty, or staff to register valuable items with the Pueblo County Sheriff's Office at Colorado State University-Pueblo. The Sheriff's Office will keep the record on file to be used for identification purposes should the items be stolen. Items can be registered by obtaining a form from the Campus Sheriff's Office or online at <http://www.colostate-pueblo.edu/CampusSafety/sheriffsoffice/Pages/ValuablePropertyRecord.aspx>

SEXUAL MISCONDUCT

Sexual misconduct includes any behavior of a sexual nature that infringes upon the rights of any individual to pursue their educational goals in an environment free from violence, intimidation, and/or harassment. This includes but is not limited to, sexual assault, rape, and other forms of non-consensual sexual contact, sexual harassment, and sexual exploitation.

SEXUAL ASSAULT

IF A SEXUAL ASSAULT OCCURS

The student should report the incident to the appropriate law enforcement authorities that include CSU-Pueblo Campus Sheriff's Office, (719) 549-2373 or the appropriate law enforcement agency where the assault occurred. If the student contacts the CSU-Pueblo Sexual Assault Response Coordinator, she will assist the student with reporting.

If the student contacts the Pueblo Rape Crisis Center, the Center also will assist the student with reporting the crime. The Pueblo Rape Crisis Center (719) 549-0549 will provide an advocate to accompany the student to the hospital and also will inform the student of additional resources. The Rape Crisis Center operates a 24-hour hotline for services.

The Pueblo County Sheriff's Office can provide transportation, if needed, and a victim advocate from the University or the community, or another support person, can accompany victims to the hospital and remain throughout any exam.

Take steps to ensure the student is safe and then seek medical assistance if necessary. Parkview Medical Center in Pueblo provides Sexual Assault Nurse Examiners (SANE) who can conduct the appropriate and necessary examination to preserve evidence and provide medical assistance.



Important to Preserve Evidence

The hospital staff will collect evidence, check for injuries, and address the possibility of exposure to sexually transmitted infections. If clothing has been changed since the assault, the clothing worn at the time of the assault should be brought to the hospital in a clean, sanitary container such as a clean paper grocery bag or wrapped in a clean sheet (plastic containers do not breathe and may render evidence useless). Otherwise, a change of clothing should be brought to the hospital, as the clothing being worn may be kept as evidence. The area where the assault occurred should remain undisturbed—leave all sheets, towels, etc. that may bear evidence for law enforcement to collect.

University Sexual Assault Response Coordinator

The University has designated a Sexual Assault Response Coordinator (719) 549-2223 who responds to students who have been sexually assaulted or experienced sexual exploitation.

Students are advised that there are some instances in which the University has a responsibility to act even if the student requests that no action be taken, particularly if other members of the University community may be at risk. In those cases, the University may investigate and take action on the basis of facts it discovers.

The Sexual Assault Response Coordinator will work with the student and will:

1. Take steps to ensure a safe environment for the student
2. Provide support, information, and guidance
3. Provide information regarding community and campus resources
4. Coordinate services available to the victim
5. Serve as an ongoing point of contact for the student
6. Work with the student to make any necessary housing arrangement changes, adjustments to class schedules, contacting professors, and any other issues that may arise for the student
7. Assist the student with notifying the authorities

Important Numbers to Report and/or Receive Services Related to Sexual Assault

Emergency

911

On-Campus Services

Pueblo County Sheriff’s Office	(719) 549-2373
CSU-Pueblo Sexual Assault Response Coordinator	(719) 549-2223
University Student Counseling Center	(719) 549-2830
University Student Health Center	(719) 549-2830

Off-Campus Services

Pueblo Police Department	(719) 553-2502
Pueblo Rape Crisis Center	(719) 549-0549
Parkview Medical Center	(719) 584-4400
National Sexual Assault Hotline	(800) 656-4673

DISCIPLINARY ACTION PROCEDURES FOR SEXUAL MISCONDUCT

A student alleged to have engaged in sexual misconduct can be disciplined under the Code of Student Conduct and Adjudication and/or prosecuted under Colorado statutes. The Code of Student Conduct and Adjudication provides procedures for campus discipline. Students accused of sexual misconduct are entitled to the hearing process set forth in the Code of Student Conduct and Adjudication in order to determine whether they violated University policies, and if so, what sanctions should be imposed. However, the University reserves the right to take whatever measures it deems necessary in response to an allegation of sexual misconduct in order to protect students' rights and personal safety. Such measures include, but are not limited to, modification of living arrangements, interim suspension from campus pending a hearing, and/or reporting to appropriate law enforcement.

Both the alleged victim and accused are entitled to the same opportunities to have others present during a disciplinary hearing, and both are informed of the outcome of any disciplinary actions and sanctions, particularly those incidents that involve sexual misconduct. If the alleged victim is deceased, the next of kin of such victim shall be treated as the alleged victim for purposes of this disclosure. These procedures also apply to students who are victims of crimes of violence.

Not all forms of sexual misconduct will be deemed to be equally serious offenses, and the University may impose differing sanctions including – but not limited to - warning, probation, and/or removal from housing, or expulsion, depending upon the nature of the offense. The Code of Student Conduct and Adjudication may be accessed at:

<http://www.colostate-pueblo.edu/StudentLife/StudentJudicialAffairs/StudentConductCode/Pages/default.aspx>

SEXUAL MISCONDUCT POLICY

Colorado State University – Pueblo has zero tolerance for sexual misconduct. All members of the University community, and their guests, have the right to be free from unwanted sexual contact, coercion, abuse, violence, threats of violence, and harassment. Students are expected to conduct themselves in a manner that does not infringe upon the rights of others.

When an allegation of sexual misconduct is brought forward, the University has a duty to investigate the matter and take appropriate action. Anyone found to have committed sexual misconduct will face immediate and appropriate disciplinary action, up to and including expulsion from the University. This CSU-Pueblo Sexual Misconduct Policy affirms these principles and provides recourse for those individuals who have been victims of sexual misconduct. The Sexual Misconduct Policy is available at <http://www.colostate-pueblo.edu/StudentLife/StudentJudicialAffairs/Pages/SexualMisconductPolicy.aspx> Questions about the Sexual Misconduct Policy may be directed to the Office of Judicial Affairs at (719) 549-2092.

SEXUAL HARASSMENT

Any member of the University community who believes he or she has been subjected to sexual harassment should contact the Director of EEO/AA and Title IX Coordinator (719) 549-2210 to request advice and information about possible ways to proceed and to put the University on notice. Such discussion will be kept confidential to the full extent permitted by law. The University is obligated to investigate allegations of sexual harassment. Complainants are advised that there are some instances in which the University has a responsibility to act even if the Complainant requests that no action be taken, particularly if other members of the University community may be at risk. In those cases, the University may investigate and take action on the basis of facts it discovers.

EDUCATIONAL PROGRAMS FOR SEXUAL ASSAULT AWARENESS

Freshman Students are required to attend orientation. This includes a required sexual assault awareness program that is presented to all students attending orientation.

All Student Athletes and **CSU Marching Band members** are required to attend separate training sessions that address sexual assault, date rape, dating safety, and the process for reporting any type of sexual assault. All coaching staff attends a separate sexual assault awareness program.

Orientation Leaders, Resident Assistants, and Residence Hall Desk Assistants are provided with information on how to report a sexual assault, are introduced to the University Sexual Assault Response Coordinator (SARC), and provided with contact information.

Faculty & Staff are provided sexual assault awareness training and educational programs that focus on how to respond to reports of sexual assault.

Sexual Assault Awareness information cards are made available to all students. The cards provide students with contact information to report an assault and identify services and resources.

Posters are placed on campus with specific contact information for on-campus and off-campus services, law enforcement agencies, and contacts for medical and counseling services.

Educational programs on preventing and responding to sexual assault are presented in the residence halls, and educational programs and information tables are available throughout the year in various campus locations.

Sexual harassment training programs are provided to faculty, staff, and students on a regular basis. More specific training is provided for resident assistants, coaches, and orientation leaders.

ALCOHOL AND OTHER DRUG POLICY

PURPOSE

Colorado State University-Pueblo recognizes the dangers and effects that alcohol and other drugs have on the success of students and believes that the health and safety of our students are fundamental to developing and sustaining an environment that furthers academic and student development.

This Policy applies to all students, student organizations, Greek organizations, athletic and club sports teams, and to their visitors at CSU-Pueblo. In addition, students, student organizations, Greek organizations, and athletic and club sports teams at CSU-Pueblo are held to the standards of this Policy whether on or off-campus.

POLICY

CSU-Pueblo students, student organizations, Greek organizations, athletic and club sports teams, and their visitors must comply with all local, state, and federal laws concerning alcohol and other drugs. CSU-Pueblo will not tolerate the excessive, inappropriate, or illegal use or abuse of alcohol or other drugs.

A. Alcohol

1. Underage Possession or Consumption

If you are under age 21, you cannot purchase, possess, or consume alcohol.

2. Providing Alcohol to Minors

No student, regardless of age, shall provide alcohol to anyone under age 21.

3. Public Intoxication

Being intoxicated by alcohol in a public space, and being a danger to yourself or others is prohibited.

4. Severe Intoxication

Being intoxicated by alcohol to a level that requires, or appears to require, medical attention or supervision by others, is prohibited.

5. Drinking Games and Paraphernalia

The possession or use of drinking devices that dispense alcohol, such as funnels, luges, keg taps, etc. is prohibited. The promotion, possession or playing of alcohol drinking games, such as beer pong, is prohibited.

6. Alcohol in the Residence Halls

Possession or consumption of alcoholic beverages or the possession of alcohol containers (including empty alcohol containers) is prohibited in the Belmont, Crestone, Culebra, and Greenhorn residence halls, regardless of age.

7. Alcohol in Other University Housing

Students and guests age 21 and older are permitted to possess and consume alcohol inside their private apartments in University Village at Walking Stick Apartments provided that the legal consumption of alcohol does not violate any University policy. Any group or organization that meets in University Village at Walking Stick Apartments must also comply with regulations as provided by the Office of Student Engagement and Leadership.

8. Irresponsible Serving of Alcohol

When providing alcohol to those of the legal age to drink, students must practice responsible serving procedures. Irresponsible serving procedures include, but are not limited to: providing alcohol to intoxicated individuals, providing alcohol to minors, allowing such individuals to drive, or creating environments of binge drinking.

9. Driving While Ability Impaired or Driving Under the Influence

Students are required to follow the laws of the State of Colorado regarding alcohol and/or drugs and driving. Students receiving citations for DWAI or DUI may also be sanctioned by the University.

B. Other Drugs**1. Possession, Use, or Sale of Marijuana**

Pursuant to Federal law, possession, use, or sale of marijuana is prohibited on campus. Marijuana possession, use or sale is also prohibited at University sponsored events, even if held off-campus.

2. Medical Marijuana

Students and guests who have been issued a Medical Marijuana Identification Card by the State of Colorado, or have a license from another state, may not possess, use, or sell marijuana on University property, including in University housing areas. Medical Marijuana possession, use or sale is also prohibited at University sponsored events, even if held off-campus.

3. Illicit Substances

Possession, use, or sale of illicit substances is prohibited. Illicit substances include scheduled amphetamines, anabolic steroids, cocaine, hallucinogens, heroin, inhalants, marijuana, methamphetamines, tranquilizers, etc. Unscheduled substances are also prohibited (e.g. street drugs).

4. Prescription Medication

Students or guests who have been prescribed medications (including scheduled drugs) may only use those medications as prescribed. Any other use or unauthorized sale is prohibited.

C. Medical Amnesty & Emergencies**1. Medical Amnesty**

CSU-Pueblo encourages all students to call for help when any sign of alcohol poisoning or drug overdose is observed. Students who call for help to assist a friend or themselves may be eligible for medical amnesty. Students who are provided medical amnesty may not be subject to disciplinary sanctions; however, educational sanctions may be applied. Receipt of medical amnesty is at the discretion of the Director of Student Judicial Affairs.

2. Failure to Respond to an Alcohol or Drug-Related Emergency

Students who fail to call for medical assistance in an alcohol or drug-related emergency may be subject to disciplinary action and may receive enhanced sanctions.

PROCEDURE

Violations of this Alcohol and Other Drug Policy shall be adjudicated in accordance with the Code of Student Conduct & Adjudication. The University may adjudicate violations of standards that occurred off-campus and have, or may have threatened to cause an impact on the University's activities, or on the health, safety, or security of the University, its members, or the community. The decision whether to adjudicate a specific off-campus incident shall be made at the discretion of the Director of Student Judicial Affairs.

DEFINITIONS**Alcohol, Alcoholic Beverages, and Alcohol Containers**

- Alcohol is any substance with ethyl alcohol or ethanol designed for the purpose of human consumption.
- An alcoholic beverage is defined as any liquid containing at least 3.2% ethanol (or pure alcohol). A standard size drink of alcohol is one 12 oz. beer, one 5 oz. glass of wine, one 1.5 oz. shot of an eighty-proof liquor, one 12 oz. wine cooler, or any beverage with an equivalent ethanol (or pure alcohol) content of approximately 0.5-0.6 oz.

- An alcohol container is any container (glass, aluminum can, etc.) in which alcohol is or was contained. This includes retail containers, thermoses, kegs, etc.

Medical Amnesty

- An exception or pardon from disciplinary sanctions when a student calls for medical help for themselves or others.

THE ALCOHOL AND OTHER DRUG POLICY IS AVAILABLE AT:

<http://www.colostate-pueblo.edu/StudentLife/StudentJudicialAffairs/AlcoholAndOtherDrugPolicy/Pages/AlcoholAndOtherDrugPolicy.aspx>

ALCOHOL AND OTHER DRUG PREVENTION PROGRAMS

Colorado State University – Pueblo is dedicated to providing a safe and healthy environment for students to complete their educational goals without the burden of problematic or illegal use of alcohol or other drugs. The Alcohol and Other Drug Prevention Program works with individual students, small groups, and the campus and surrounding community to provide individually tailored, evidence-based prevention education and behavioral interventions.

The program also provides individual assessment and wellness services that help the student address alcohol and other drug use and/or abuse. Individuals can receive a free assessment, access to free education/behavioral intervention, and referral to additional options on campus and off campus.

Some students may be mandated to complete an assessment and educational intervention track with the AOD Prevention Coordinator as a result of violating the Alcohol and Other Drug Policy. More information about the University’s drug and alcohol education programs can be found in the 2012 Drug Free Schools and Communities Act Biennial Review notification at

<http://www.colostate-pueblo.edu/CounselingCenter/AlcoholandOtherDrugs/Pages/DFSCA.aspx>

Call (719) 549-2121 to schedule an appointment with the Alcohol and Other Drug Prevention Coordinator.

PURSUANT TO FEDERAL LAW, THE POSSESSION, USE, OR SALE OF MARIJUANA IS PROHIBITED ON CAMPUS. THEREFORE, A STUDENT WHO POSSESSES A MEDICAL MARIJUANA CARD/LICENSE MAY NOT USE OR POSSESS MARIJUANA ON ANY UNIVERSITY PROPERTY.

MISSING STUDENT POLICY

The following policy has been established to address missing student notification for CSU-Pueblo students living in CSU-Pueblo owned or leased housing and to identify procedures that CSU-Pueblo will follow if any of those students is determined to be missing for 24 hours.

All concerns of a possible missing student should be immediately reported to ANY of the following:

- The Pueblo County Sheriff’s Office at CSU-Pueblo at (719) 549-2373
- The Dean of Student Life at (719) 549-2687
- The Director of Residence Life & Housing at (719) 549-2602
- The Residence Life Area Coordinator on-call at (719) 289-8914

Upon receiving a report of a missing student, the aforementioned individual must immediately notify the Pueblo County Sheriff’s Office at CSU-Pueblo by calling (719) 549-2373.

Every student who resides in on-campus housing shall have the option to identify an individual to be contacted by the University in the event that the student is determined missing. This contact information will be kept confidential and accessible only to authorized campus officials. The University may only disclose this confidential contact information to law enforcement officials for the purpose of a missing student investigation. If a missing student is under the age of 18 and is not emancipated, the University also must notify the student’s parent or guardian.

Upon receiving information that a student cannot be located and may be missing, the Pueblo County Sheriff’s Office at CSU-Pueblo will begin an investigation to determine whether the student is missing, and may contact the student’s confidential contact person as part of the investigation.

Once it has been determined that a student living in University owned or leased housing has been missing for 24 hours, the University will notify the student’s confidential contact person within 24 hours; however, the University may act sooner. If the missing student is under the age of 18 and is not an emancipated individual, the University also will notify the custodial parent or legal guardian.

This policy was revised June 2012.



Fire Safety



FIRE SAFETY

REPORTING A FIRE

If a student sees a fire in progress, the student should immediately call 911. If a student is aware of a fire that occurred anywhere on campus, the student should report the incident to the Pueblo County Sheriff's Office at CSU-Pueblo.

EVACUATION PROCEDURES

When an alarm sounds, students should immediately begin to evacuate the building and take the following measures:

1. Leave the room immediately.
2. Close the room door.
3. Walk quietly and quickly to the nearest exit. Do not use the elevators.
4. Remain outside until the signal is given to return to their room.

Students are required to obey all fire regulations. A student who fails to evacuate a residence hall when an alarm sounds will be subject to disciplinary action. Residence Hall staff, CSU-Pueblo Sheriff's staff, Director of Environmental Health and Safety, and the Pueblo Fire Department reserve the right to enter student rooms to locate the source of any potential fire or smoke hazard and to ensure that everyone has evacuated the building.

FIRE PROTECTION SERVICES

Fire protection for the Colorado State University-Pueblo campus is provided by the Pueblo City Fire Department. All Pueblo City Firefighters carry a minimum of an EMT-Basic and Firefighter 1. Additionally, at least one member of each engine company is certified as an EMT-Paramedic. More information on the Pueblo Fire Department may be accessed at:

<http://www.pueblo.us/index.aspx?NID=235>

FIRE SUPPRESSION AND DETECTION SYSTEMS

A fire alarm system is available in each on-campus residence hall that includes Belmont, Crestone, Culebra, and Greenhorn hall. Each building and their corresponding fire alarm system contains a Siemens' main control panel and initiating and notification devices. Examples of initiating devices are: smoke detectors, heat detectors, pull stations, and fire sprinkler control valves. Examples of notification devices are: horns, strobes, and speakers. In addition to monitoring the status of these devices, it also monitors the status of field wiring, annunciators, back-up batteries, and internal operations. When a condition occurs from any one of these devices or a problem is detected within the control panel itself, the main control panel transmits a signal—alarm, trouble, or supervisory—to a Digital Alarm Communicator Transmitter located at the Heating Plant.

In addition, all of CSU-Pueblo's fire alarm systems serve the purpose of voice evacuation. Each individual building is equipped with a control panel that can be used to initiate building-wide voice commands. Global (campus wide) voice commands can be initiated from one of two designated buildings—the campus Sheriff's Office and the Physical Plant building. The control panel located in the Sheriff's Office serves as the master page panel, and the control panel located in the Physical Plant Building serves as a slave panel to the master page panel. Both have the ability to initiate campus wide voice commands in the event of an emergency.

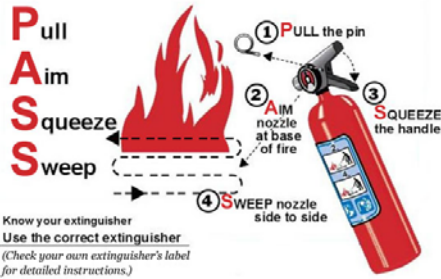
Smoke alarms are located in individuals living quarters in Belmont, Crestone, Culebra, and Greenhorn halls. Belmont Hall utilizes battery-powered smoke alarms while Crestone, Culebra, and Greenhorn halls utilize 120VAC hardwired units with battery back-up. As noted above, these are used only for local evacuation purposes within the room and are not connected to the building fire alarm system.



EVACUATION PROCEDURES

<http://www.colostate-pueblo.edu/EHS/FireSafety/Pages/default.aspx>

To operate an extinguisher:



FIRE EXTINGUISHER PROCEDURES

<http://www.colostate-pueblo.edu/EHS/FireSafety/UsingFireExtinguishers/Pages/default.aspx>



FIRE EMERGENCY

Call 911

Fire Suppression and Detection Systems

Building	Fire Alarm	Room Detection	Room Detection Reporting	Central Station Reporting	Automatic Sprinkler System	Stand Pipes
Belmont Hall	Yes	Yes	No	Yes	Partial	Yes
Culebra Hall*	Yes	Yes	No	Yes	Yes	Yes
Crestone Hall	Yes	Yes	No	Yes	Yes	Yes
Greenhorn Hall	Yes	Yes	No	Yes	Yes	Yes
Walking Stick Apartments	Yes	Yes	No	Yes	No	No

Fire Drills Conducted	
Belmont Hall	2
Culebra Hall*	2
Crestone Hall	2
Greenhorn Hall	2
Walking Stick Apartments	0

Tampering with Fire and Safety Equipment

Tampering with fire and safety equipment in the residence halls or in any campus building is prohibited. Tampering includes pulling false fire alarms, discharging fire extinguishers, removing exit signs, and interfering with smoke detectors. Violators will be assessed for all damages that occur as a result of tampering with fire and/or safety equipment. In addition, all violators are subject to judicial action and possible criminal prosecution.

ELECTRICAL APPLIANCES, SMOKING, AND OPEN FLAME POLICIES

To help ensure a safe living environment, the following appliances are permitted in the residence halls: microwave ovens (less than 700 watts), refrigerators (no more than 4 cubic feet), coffee pots, air popcorn poppers, pop-up toasters, hair dryers, electric shavers, radios, TVs, stereos, and irons. Microwave ovens are the only cooking appliances permitted for use in student rooms. No homemade electrical appliance will be permitted. Students who plan to operate appliances in their room must provide an UL-approved power strip with a self-contained circuit breaker. Octopus plugs are not permitted. Additionally, residents must be present when using any cooking appliance or iron in student rooms or in hall kitchens.

Items NOT allowed include but are not limited to: electric heaters, oil popcorn poppers, hotplates, toaster ovens, “George Foreman” or similar type grills, open coiled or open flame appliances, deep fryers, convection ovens, and any appliances with an open heating element and torchier lamps and neon lights. Only those halogen lights with guards will be permitted.

Candles used with a candle warmer are allowed in the residence hall. Any candles with wicks that have been burned will be confiscated. Incense and any item with an open flame or exposed heat source are potential fire hazards and are prohibited.

The use of tobacco products and smoking is prohibited in the residence halls. The use of tobacco products is prohibited within 25 feet of any such building intake duct, window, or entrance or entryway, including ramps, walkways, pathways, and any such similar means of entry, unless a University designated tobacco use shelter is provided. Tobacco products must be used in the designated areas. Persons who wish to use tobacco products outside of the residence hall shall do so in a manner that minimizes an accumulation of smoke and tobacco waste. Individuals who use tobacco products are responsible for the proper disposal of such in designated receptacles.

Gasoline, kerosene, ether, oil, and any other flammable liquids are prohibited in residence halls.

FIRE SAFETY EDUCATION

Additionally, the following steps are taken in regards to fire safety education:

- ✓ Residence hall students are informed of evacuation procedures at the beginning of the academic year at floor meetings.
- ✓ Fire drills involving evacuation are held every semester in the residence halls.
- ✓ Residence hall advisors and staff members are trained on evacuation procedures and fire extinguisher use.



FIRE STATISTICS

Fire Statistics												
Building	Fires			Fire-related Fatalities			Fire-related Injuries			Value of Property Damages		
	2010	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
Belmont Hall	0	0	0	0	0	0	0	0	0	0	0	0
Culebra Hall	0	0	0	0	0	0	0	0	0	0	0	0
Crestone Hall	0	0	0	0	0	0	0	0	0	0	0	0
Greenhorn Hall	0	0	0	0	0	0	0	0	0	0	0	0
Walking Stick Apartment	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0

NOTE: Crestone Hall opened in 2009, Culebra and Greenhorn halls opened August 2010, and Walking Stick Apartments were acquired by the University in June of 2012.



Campus Crime Statistics



COLORADO STATE UNIVERSITY – PUEBLO CRIME STATISTICS

CATEGORIES OF CRIME STATISTICS AS REQUIRED BY CLERY ACT

1. TYPES OF OFFENSE:

- a. Murder and non-negligent homicide
- b. Negligent manslaughter
- c. Forcible Sex Offenses
- d. Non-forcible Sex Offenses
- e. Robbery
- f. Aggravated Assault
- g. Burglary
- h. Motor Vehicle Theft
- i. Arson
- j. Hate Crimes (Disclose whether any of the above-mentioned offenses, or any other crimes involving bodily injury were hate crimes.)

2. HATE CRIMES – REPORTED BY

CATEGORY OF PREJUDICE

- a. Theft
- b. Simple Assault
- c. Intimidation
- d. Criminal Mischief/Property damage
- e. Any other crime involving bodily injury

Hate crime categories reported category of prejudice to include race, gender, religion, sexual orientation, ethnicity, and disability. During the 2010 reporting period, CSU-Pueblo had one Hate Crime with a prejudice of sexual orientation.

3. ARRESTS OR REFERRALS FOR

DISCIPLINARY ACTION - For illegal weapons possession and violation of drug and liquor laws.

DEFINITIONS OF STATISTICS

ON-CAMPUS CRIME STATISTICS: On-campus crime statistics reflect crimes committed anywhere on the Colorado State University-Pueblo campus. This includes the residence halls and Walking Stick Apartments.

- **RESIDENCE HALL CRIME STATISTICS:** The residence hall data is a subset of the on-campus data. This data represents only reportable criminal activity that occurred in on-campus housing.
- **NON-CAMPUS BUILDING CRIME STATISTICS:** This data represents crime in non-campus buildings that are being used by the University.
- **PUBLIC PROPERTY CRIME STATISTICS:** This data represents reported crimes that occurred on public property. Public property as defined by the *Clery Act* is all public property that is within the same reasonably contiguous geographic area of the institution to include public streets and sidewalks.

CSU-Pueblo Clery Crime Statistics	CSU-Pueblo On Campus			CSU-Pueblo Residence Halls Only			Non-Campus			Public Property		
	2010	2011	2012	2010	2011	2012	2010	2011	2012	2010	2011	2012
Criminal Homicide:												
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses:												
Forcible (Rape/Sodomy/Object/Fondling)	1	3	3	1	3	3	0	0	0	0	0	0
Non-forcible (Incest/Statutory Rape)	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	1	1	0	1	1	0	0	0	0	0	0	0
Burglary	15	22	11	14	13	8	0	0	0	0	0	0
Motor Vehicle Theft	1	2	0	0	0	0	0	0	0	0	0	0
Arson	1	0	0	0	0	0	0	0	0	0	0	0
Arrest (Summons)												
Illegal weapons	0	0	0	0	0	0	0	0	0	0	0	0
Violations of Drug Laws	23	37	6	21	22	6	0	0	0	0	0	0
Violation of Liquor Laws	32	76	67	28	59	66	8	0	0	0	0	6
Referrals for Disciplinary Actions Only												
Illegal Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	36	18	41	32	17	41	0	0	0	0	0	0
Liquor Violations	88	54	54	83	54	52	0	0	0	0	0	0
Hate Crimes												
Criminal Mischief/Property Damage	1	0		0	0		0	0		0	0	

Forcible Sex Offenses include:

- (A) First and Second Degree Sexual Assault -- The carnal knowledge of a person, forcibly and/or against a person's will or where the victim is incapable of giving consent;
- (B) Third Degree Sexual assault--The touching of private body parts of another person for the purpose of sexual gratification, forcibly, or against that person's will, or where the victim is incapable of giving consent.

Non-Forcible Sex Offenses include: Other Non-Forcible Sex Offenses - Incest and Statutory Rape

Hate Crimes that involve any of the following must be reported:

Murder and non-negligent manslaughter; Negligent Manslaughter; Forcible Sex Offenses; Non-Forcible Sex Offenses; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; Arson; Larceny/Theft; Simple Assault; Intimidation; Destruction/Damage/Vandalism of Property.

Hate Crime reported in 2010 Sexual Orientation Bias

The following three types of incidents must be reported if they result in an arrest or summons:

- 1. Liquor Law Violations; 2. Drug Law Violations; and 3. Illegal Weapons Possession

Non-Campus Property: CSU-Pueblo Continuing Education sites (Fort Carson & Tower Campus on Circle).

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