



**COLORADO STATE
UNIVERSITY**

2022 – 2023 Academic Year

Annual Security and Fire Safety Report

<https://clery.colostate.edu/annual-security-and-fire-safety-report/>

Prepared by the Clery Compliance Committee
Includes Policy Statements for the 2022-2023 Academic
Year and Crime Statistics for Calendar Years 2019,
2020 and 2021

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About this Report

A landmark federal law adopted in 1990 and amended in 1998, now called the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, section 485(f) of the Higher Education Act of 1965, requires institutions of higher education to disclose campus crime statistics and security information.

This report – called the Annual Security and Fire Safety Report, or the ASFSR -- meets the Clery Act's requirements and provides valuable information to current and prospective students, employees, and their families about safety and security at Colorado State University. This report also outlines the university's policies on drugs, alcohol, and interpersonal violence, among other policies. Interpersonal violence includes sexual assault, domestic violence, dating violence, and stalking.

This report is created through a collaborative effort across the university. Those involved in compiling statistics and information include these CSU offices:

- Colorado State University Police Department
- Safety and Risk Services
- Office of Title IX Programs and Gender Equity
- Division of Student Affairs
 - Housing & Dining Services
 - Women and Gender Advocacy Center
 - Support & Safety Assessment
 - Student Resolution Center
 - Fraternity & Sorority Life
- CSU Athletics
- International Programs
- Office of General Counsel

The Annual Security and Fire Safety Report informs the university community about statistics for the types of crimes that the Clery Act requires the university to publish.

These crime categories are:

- Criminal homicide (murder and non-negligent manslaughter)
- Sex offenses (sexual assault, rape, fondling, incest, statutory rape)
- Aggravated assault
- Arson
- Robbery
- Burglary
- Motor vehicle theft

- Hate crimes, defined as “a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim,” including the above crimes plus larceny -- theft, simple assault, intimidation, destruction or vandalism of property
- Dating violence, domestic violence, and stalking

This report is published every fall and is required by the Clery Act to be distributed to all students and employees on or before October 1st of each year.

Statistics of these crimes are provided for the previous three years. The statistics show these crimes that occurred on university property and certain non-campus property and public property associated with the university.

In addition, statistics are reported for students who are arrested or referred to university disciplinary action for liquor law violations, drug law violations, and carrying and possessing illegal weapons. Referrals are counted when there is not arrest. When there is both a referral and an arrest, only the arrest is reflected in the chart (the referral is not).

CSU reports statistics for Clery crimes that occurred on properties that are within the university’s Clery geography, which are geographic areas defined by the Clery Act.

This includes:

- On-campus property: all properties that the university owns or controls within the same reasonably contiguous geographic area that are used in any manner related to the institution’s educational purposes, including the residence halls and apartments. This counts all university campuses.
- Public property: all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within a campus, or immediately adjacent to and accessible from a campus, not including private homes and businesses.
- Non-campus buildings and property: all other property that the university owns or controls that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and that is located outside of the reasonably contiguous campus area, including buildings or property owned or controlled by a student organization officially recognized by CSU.

Statistical information is requested from our law enforcement partners within Colorado, in other states, and in international locations, when the property is considered university non-campus property under the Clery Act.

Statistics are maintained for all fires that occurred during the previous three years in on-campus student housing.

A Clery compliance committee requests and compiles statistics for the report each year, based on

information received from offices and agencies listed above and from campus security authorities. Those statistics are counted and compiled into classifications for the report.

Offices across the university review content associated with their responsibilities before it is included in the report. The Clery compliance committee works to ensure that the report meets requirements of the Clery Act and provides the most accurate information regarding crime, fire, safety, and related policies at Colorado State University.

The report is sent each year via email to students and employees, and published online to be made available to parents, potential students and employees, and the general public.

The report includes information about procedures, policies and crime prevention programs including:

- How to report a crime to CSU police
- Law enforcement databases of registered sex offenders
- Drug, alcohol and interpersonal violence
- How and when the university issues warnings to students, faculty and staff of potentially dangerous criminal and emergency situations
- University building and grounds evacuation procedures

This report is available online at clery.colostate.edu. A printed copy is available by request from the Clery compliance program director or may be printed from the online PDF version (also at clery.colostate.edu). The police department makes a daily crime and fire log for relevant campuses available to anyone on request and publishes the log online at police.colostate.edu/daily-crime-and-fire-log/.

This annual report is published no later than October 1 of each year, unless otherwise determined by the US Department of Education, and a notice of its publication with a link is emailed to every current CSU student and current employee on or before that date. The Office of Admissions notifies prospective students of the report's availability, and prospective employees are notified as they apply through the talent management system.

CSU Drug, Marijuana, Alcohol and Tobacco Policies

CSU's alcohol and drug policy applies to all members of the university community, including staff, faculty, students, affiliates, volunteers, and visitors. The full policy is available at <http://policylibrary.colostate.edu/policy.aspx?id=738>.

The university prohibits the following on any university owned or controlled property, or at university activities:

- Illegally manufacturing, distributing, dispensing, possessing or using illicit drugs, including marijuana and its derivatives
 - Possessing a medical marijuana permit does not allow for the possession, use or storage of marijuana anywhere on university property, including in residence halls and university apartments
 - Possessing, selling or using drug paraphernalia
- Anyone younger than 21 possessing or drinking alcohol on university property
- Intentionally or knowingly selling or furnishing alcohol to anyone younger than 21, or anyone obviously inebriated
- Possessing or consuming alcohol or drugs, or being impaired by alcohol or drugs, while:
 - In a university laboratory, mechanical shop, or other place where the risks of injury are higher than under normal circumstances
 - Driving a university vehicle or machinery
 - Performing university job duties
 - Volunteering for the university
 - Interacting with children while working or volunteering at the university or at a university sponsored event
- Students and employees may not use alcohol, controlled substances or illicit drugs so as to adversely affect academic or job performance, endanger the physical well-being of themselves or others, or in a way that leads to property damage or serious misconduct

CSU does permit the lawful use of alcohol at events and in connection with activities on CSU property, with permission from the university Office of Risk Management and Insurance. For more information, see the policy at <http://policylibrary.colostate.edu/policy.aspx?id=738>.

Violating University, State or Federal Drug and Alcohol Policy or Law

Students

All CSU students are required to comply with the Student Conduct Code, resolutioncenter.colostate.edu/student-conduct-code/, which sets behavior expectations for students, including expectations regarding drug and alcohol use.

The Student Conduct Code prohibits student use, possession, manufacturing, and distribution of illegal drugs. This includes:

- Prescription drugs used in a manner other than as prescribed

- Marijuana and any of its derivatives
- Narcotics, methamphetamine, cocaine, opiates, LSD, mushrooms, heroin, designer drugs such as Ecstasy and GHB, and other controlled substances
- Drug paraphernalia including but not limited to equipment, products, and materials used to cultivate, manufacture, distribute, or use illegal drugs

The Student Conduct Code applies to student behaviors on and off campuses.

If a student is found to have violated drug or alcohol conduct expectations, the student may be subject to discipline under the Student Conduct Code, as well as criminal prosecution under federal and state laws.

CSU, through University Housing, Student Conduct Services and CSU Police Department enforces the Student Conduct Code, state underage drinking laws, and local, state and federal drug laws.

Employees

The university may properly intervene when employee use of alcohol or drugs affects job performance and conduct.

Employees covered by the Alcohol and Drugs policy, policylibrary.colostate.edu/policy.aspx?id=738, may not report to work or be at work while impaired by alcohol or drugs, even those lawfully prescribed, as determined under a reasonable suspicion standard. Employees who violate the university's policies concerning illicit drugs face discipline outlined in university policies and procedures.

Employees may also be subject to criminal prosecution under federal and state laws for drug-related criminal offenses.

Each employee must notify the university's Human Resources executive director in writing no later than five days after being convicted for any criminal alcohol or drug statute violation. A conviction is a finding of guilt (including a plea of no contest or nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of criminal drug statutes. The university must take disciplinary action within 30 days after receipt of any notice; disciplinary sanctions include reprimand, probation, expulsion, eliminating or lowering salary increases for a period of time, temporary suspension with or without pay, termination, and referral to civil authorities for prosecution consistent with local, state, and federal law and University policy.

Colorado Immunity from Arrest and Prosecution Law

Colorado law protects people from criminal prosecution for certain drug and alcohol violations if they call for help in an alcohol- or drug-related emergency, including marijuana (C.R.S. §18-1-711).

The caller will be immune from criminal prosecution if they comply with the following:

- The caller must provide their name to police or emergency medical services

- The caller must remain on scene until help arrives
- The caller must cooperate with police and emergency medical services

Immunity also extends to the person in need of medical attention if that person complies with these same requirements

CSU Responsible Action Exemption Policy for Students

Students or organizations, both on and off campuses, who seek medical attention for themselves or on behalf of another student related to the use of drugs or alcohol will not be charged with violations of the Student Conduct Code related to that incident under this exemption (resolutioncenter.colostate.edu/responsible-action-exemption/).

- The student seeking exemption for the emergency must comply with the recommendations of the Student Conduct Services hearing officer. These may include an assessment related to drug or alcohol use and treatment recommendations.
- Failure to complete an assessment may result in charges against the student filed with Student Conduct Services.
- The university may notify the parents or guardians of students if a student involved in the situation is younger than 21 and was transported to the hospital for medical attention.

Marijuana Use and Possession on Campuses

The use and possession of marijuana is prohibited on all property owned or controlled by the university and during all activities sponsored by the university, wherever located. The potential health and behavioral impacts of marijuana do not fit with CSU's mission as an academic institution and a safe, fast-paced, high-functioning work environment. Federal agencies continue to enforce federal law against those who facilitate the illegal use of marijuana, despite state law.

Colorado constitution amendment 64 (fcgov.com/mmj/pdf/amendment64.pdf) legalizes certain activities related to marijuana under Colorado law, yet amendment 64 specifically authorizes the university – as a school and an employer – to prohibit the possession and use of marijuana.

In addition, although amendment 64 passed in Colorado, marijuana remains illegal under the federal Controlled Substances Act, which prohibits marijuana possession and use. This federal law applies to recreational and medical uses of marijuana. It is not a defense that the person holds a medical marijuana card.

Students and employees who violate this policy are subject to university discipline.

Federal laws such as the Drug-Free Workplace Act and the Drug-Free Schools and Communities Act also restrict use of marijuana in the workplace. These federal laws require the university to prohibit the use of marijuana on campuses.

The Colorado State University Police Department, along with Student Conduct Services, enforces the university-wide prohibition of marijuana.

CSU strives to maintain a safe workplace. Employees who are under the influence of marijuana, just like with alcohol, create serious safety risks when operating machinery or working with potentially hazardous materials or substances in the workplace.

While performing their job duties:

- CSU employees are prohibited from consulting or assisting with the cultivation, sale, distribution, or use of marijuana
- Any employee who provides such assistance shall be acting outside the scope of his or her employment and assumes personal liability for such action
- CSU is not required to accommodate an employee's medical or recreational use of marijuana
- Illegal drug use is a bar to acquisition or renewal of a federal security clearance

CSU Employee Drug, Alcohol Treatment and Educational Programs

Colorado policy is that treatment may be more appropriate for alcoholics and intoxicated individuals than criminal prosecution. Employees should be afforded a continuum of treatment to help them lead normal lives as productive members of society [\[C.R.S. §27-81-101\(1\)\]](#).

The state supports the following kinds of treatment facilities and services [\[C.R.S. §27-81-101\(2\)\]](#):

- Screening centers for alcoholics
- Medical detoxification
- Intensive treatment
- Halfway-house care
- Outpatient rehabilitative therapy, orientation, education, and in-service training
- Patient transportation

To find a mental health or substance abuse treatment facility in your area, visit this list findtreatment.samhsa.gov.

Colorado State University's Employee Assistance Program offers on-site assessment and referrals, third party counseling and support in linking to treatment and counseling for employees struggling with mental health and substance related issues. More information can be found at the Employee Assistance Program website at hr.colostate.edu/employee-assistance-program/.

A CSU employee can learn more about the Employee Assistance Program and engage in services by contacting the Employee Assistance Coordinator at 970-491-3437.

More information about community resources can be obtained by viewing the CARE Program website at hr.colostate.edu/care-program/ or contacting the Community Resources Coordinator by phone at 970-491-4839.

More information on health effects, usage trends, and marijuana regulation:

- National Institute on Drug Abuse www.drugabuse.gov/publications/drugfacts/marijuana
- Substance Abuse and Mental Health Services Administration www.samhsa.gov
- CSU Health Network Marijuana Resources <https://health.colostate.edu/marijuana/>

Student Drug and Alcohol Treatment and Educational Programs

New students younger than 23 must complete an online alcohol awareness program. This is an interactive, online program designed to inform students about how alcohol affects the body, mind, perception, and behaviors. The research-based course offers accurate information in a non-judgmental tone, while providing personalized feedback that encourages students to consider their own drinking decisions and those of their peers.

The CSU Health Network is a student service that provides a full range of medical, mental health, and health education and prevention services to optimize student health and the health of the university community. All students registered for six or more credit hours pay the university health fee and counseling fee and are eligible to use the CSU Health Network.

Students do not need to be enrolled in the CSU Student Health Insurance Plan to access services. The CSU Student Health Insurance Plan provides additional benefits. Any student enrolled in fewer than six credits can elect to pay these fees for access.

DAY Programs (Drugs, Alcohol and You) are specialty counseling services offered through the Health Network. DAY serves students who are concerned about their substance use or are required to complete an assessment or engage in treatment by the university's disciplinary system.

DAY offers five specialized programs:

- Live Safe is a three-hour education and discussion group for students who want to learn more about substance use or those who have had a conduct violation.
- BASICS (Brief Alcohol Screening and Intervention for College Students) involves an online assessment of your substance use history and patterns. Individualized feedback is provided during an initial appointment and one follow-up meeting with a counselor. Students may initiate the screen themselves or are referred by the conduct office.
- Taking Steps provides weekly group support for students making changes in their use of

drugs and alcohol. This program is open to those voluntarily seeking help and those mandated to treatment by the conduct system.

- Open to Change is an eight-week program for students who both voluntarily complete the program or are mandated by the university to complete the program. Students achieve eight consecutive weeks of abstinence with individual and group counseling.
- Back on TRAC is an abstinence-based, drug court program for students with serious alcohol or drug violations who are mandated to complete the program or would otherwise be dismissed from the university.

In addition to these programs, individual counseling is available for students who want to examine and alter their substance use. DAY works with students whose goals range from reducing the negative impact of substance use to abstinence. Counselors use a nonjudgmental and empathic approach to support students in achieving their goals.

Drug Free Schools and Communities Act Compliance

The Drug and Alcohol Prevention Program website and document developed in accordance with the Drug Free Schools and Communities Act — called DFSCA — of 1989 hold all the information related to our Drug and Alcohol Prevention Program and DFSCA compliance.

This includes standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees, a list of applicable legal sanctions under federal, state, or local laws for the unlawful possession or distribution of illicit drugs and alcohol, a description of the health risks associated with the abuse of alcohol or use of illicit drugs, a list of drug and alcohol programs that are available to employees or students, and a clear statement that CSU will impose disciplinary sanctions on students and employees for violations of the standards of conduct and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution.

This information is sent to all students and employees twice during the year in addition to being included in this report. The website can be found at clery.colostate.edu/dfsca/ where there is a PDF of the Drug And Alcohol Prevention Program for download (https://clery.colostate.edu/wp-content/uploads/sites/6/2022/08/DAAPP_fall2022.pdf).

More information about alcohol and drugs educational programs and individual assistance can be obtained by contacting:

Manager of Substance Misuse Prevention and Assessment
CSU Health Network
151 W Lake St, Fort Collins, CO 80524
(970) 491-7121
health.colostate.edu

Student Rights and Responsibilities

Colorado State University expects students to:

- Maintain standards of personal integrity that are in harmony with the educational goals of the institution
- Observe national, state, and local laws, and university regulations
- Respect the rights, privileges, and property of other people

Students retain the rights, protection, guarantees, and responsibilities that are held by all citizens. The [Student Bill of Rights](#) (<http://policylibrary.colostate.edu/policy.aspx?id=601>) explains other rights that apply to all higher education students in Colorado.

The [Colorado State University Student Conduct Code](#) (resolutioncenter.colostate.edu/wp-content/uploads/sites/32/2018/08/Student-Conduct-Code-v2018.pdf) applies to conduct that occurs on or off campus and at university programs or activities. Where the alleged conduct involves sexual assault, domestic violence, dating violence, or stalking, different procedures may apply.

See the university's [Title IX website](#) for more information (<https://titleix.colostate.edu>) and the section on interpersonal violence in this report.

Prohibited conduct is described in detail in the Student Conduct Code. Violations of university drug and alcohol policies and state drug and alcohol laws, and all forms of sexual harassment, sexual misconduct, and sexual assault are Student Conduct Code violations regardless of whether criminal charges result from the conduct.

[Disciplinary procedures](#) (<https://resolutioncenter.colostate.edu/sc-procedures/>) under the Student Conduct Code include the following steps:

Reports: The student conduct process begins when Student Conduct Services receives a written account of an incident. These reports include but are not limited to police reports, investigation reports from the Office of Title IX Programs and Gender Equity, or incident reports from faculty, staff, or students. A hearing officer will review the information available to decide next steps.

Review: If a hearing officer reviews a report and determines that misconduct did not occur, no action will be taken. If, however, it appears the student may have engaged in prohibited conduct as identified in the Student Conduct Code, a hearing officer may assign charges from the Student Conduct Code and schedule a student conduct hearing or pursue an alternative resolution process.

In cases where a student organization is alleged to have engaged in misconduct, the incident will first be reviewed by the lead team to examine the alleged violations and make a recommendation to the director or their designee on next steps which may include but are not limited to: Rams Taking Responsibility, a hearing with the director or their designee, or a hearing conducted with the All University Hearing Board.

Notification of Student Conduct Hearing: The student or organization is notified of the charges in writing, along with the date, time, and location of the hearing. Documentation of the incident will be included with the notice letter. Any information not included in the notice letter that may be considered to determine responsibility will be made available to the responding party for viewing with staff of the Student Resolution Center upon request.

Reproduction of that information in any form is prohibited. Police reports may be made available by the responding law enforcement agency (usually for a fee) or may be made available to the responding party for viewing with staff of the Student Resolution Center upon request.

Requests to reschedule a hearing will be considered by the hearing officer and may be granted at the hearing officer's discretion.

The hearing notice letter is sent to the student's current email address on record with the University. In cases involving a student organization, the notice of hearing will be emailed to the student president of the organization on record.

The student or student organization will have at least two business days to prepare for the hearing unless the student or organization and the hearing officer agree in writing to waive the two business day notice.

In cases where a hearing officer has identified an impacted party, the hearing Officer may provide that impacted party with the responding party's charges, along with the date, time, and location of the hearing. Documentation of the incident will be included with the notice letter.

Any information not included in the notice letter that may be considered to determine responsibility will be made available to the impacted party for viewing with Student Resolution Center staff upon request. Reproduction of that information in any form is prohibited.

An impacted party will have the opportunity to participate in the student conduct process. Participation includes the right to present information and provide written statements prior to the responding party's hearing, observe the hearing, bring an advisor and support person to the hearing, and appeal the outcome decision of the hearing. The responding party will have an opportunity to address any information that may affect the findings in the case.

Notification of Alternative Resolution Process: In some cases, a hearing officer may offer a resolution option other than a student conduct hearing (e.g., educational workshop, conflict coaching, mediation, restorative justice). If the student or organization chooses to participate in an alternative resolution process and complies with all requirements of that process and its resolution, that incident will not be maintained as part of a reportable student conduct record.

When offering a resolution outside of a student conduct hearing, the hearing officer will consider the severity of the case, the conduct record of the individual student or student organization, and the

educational outcomes available. The student or organization will receive in writing the [resolution opportunity available to them](#).

If the student or organization does not wish to participate in the alternative resolution opportunity, they may request a student conduct hearing. Alternative resolution processes are binding and not subject to appeal. If the student or organization does not complete the alternative resolution process, they may face additional disciplinary action.

Alternative resolution processes include but are not limited to:

Responsible Action Exemption: The University has adopted a Responsible Action Exemption policy for students seeking medical assistance for themselves or others for emergency situations that result from alcohol and other drug abuse.

Students or organizations, both on and off campus, who seek medical attention for themselves or on behalf of another student related to the use of drugs or alcohol will not be charged with violations of the Student Conduct Code related to that incident, provided that the student completes an assessment and any recommended treatment by the hearing officer. If a student is under 21 years of age, parents may be notified. A student organization must also cooperate with University officials and provide training or educational programs for its members as required by the hearing officer. The University reserves the right to adjudicate any case in which the violations are egregious. Students in need of medical assistance can only receive one exemption, regardless of who calls for assistance.

The University may consider all prior exemptions granted to student organizations in determining whether additional exemptions should be granted. If it is determined that a student organization is engaging in repeat, similar conduct that results in alcohol or drug related incidents that negatively impact the campus or community, exemptions may be denied. No exemptions will be provided related to any activities that may constitute hazing in violation of the Student Conduct Code or Colorado law. Failure to complete an assessment and treatment may result in charges filed by Student Conduct Services.

If a student or student organization believes they qualify for a responsible action exemption, the following steps must be completed:

- The student or student organization must make initial contact with the appropriate resource (i.e., law enforcement, medical personnel or University staff) as a result of their actively seeking out medical assistance for themselves or on behalf of another individual.
- The student or student organization seeking assistance for an intoxicated student must give their name to law enforcement or staff, remain on scene, and cooperate with medical personnel, law enforcement, or University staff.
- The student or student organization seeking an exemption must meet with Student Conduct Services staff and complete an assessment, educational program, or any additional treatment requirements of the hearing officer.
- Verification of completion must be provided to the Student Conduct Services.

Option Letter: When a report of an alleged violation of the Student Conduct Code is received, a hearing officer may assign charges and offer a student the option to resolve the situation by forgoing a student conduct hearing.

The option letter will be sent to the student's current email address on record with the University and will include the applicable Student Conduct Code charges along with a finding of responsibility. Additionally, the hearing officer will impose one or more discretionary outcomes but will not apply a disciplinary standing. Documentation of the alleged violations may be included with the option letter.

If the student agrees with the findings and sanctions and chooses to complete all discretionary outcomes assigned by the hearing officer, the incident will not be maintained as part of the individual student's reportable conduct record.

If the student disagrees with the findings and sanctions they can choose to schedule a student conduct hearing and all procedures in the Student Conduct Hearing section of this code will apply.

If the student does not contact the Student Resolution Center within ten business days after the option letter is sent it will be assumed that the student accepts responsibility for the charges and will complete all discretionary outcomes by the assigned deadlines.

Rams Taking Responsibility: When an alleged violation of the Student Conduct Code involves a student organization, an alternative resolution process may be granted at the discretion of Student Conduct Services.

Student organizations may be offered the opportunity to participate in Rams Taking Responsibility which is an accountability process where the organization conducts its own investigation to identify areas of concern, growth opportunities, and required educational programming to mitigate these concerns.

By participating in Rams Taking Responsibility, the organization must comply with all requirements of that process and its resolution which are binding and not subject to appeal. The incident will not be maintained as part of the organization's reportable discipline record though other notifications may be required. If the student organization does not complete the alternative resolution process, they may face additional disciplinary action.

Student Conduct Hearing: A [student conduct hearing](#) is facilitated by a hearing officer authorized by the director of the Student Resolution Center. When the responding party is a student organization, the hearing will be conducted either by the director (or designee) or by the All University Hearing Board.

The purpose of the student conduct hearing is to discuss alleged violations of behavioral expectations as identified in the Prohibited Conduct section of the Student Conduct Code.

As part of this process, students or organizations will be asked to share their perspective related to the alleged violations and discuss personal responsibility as well as community impact.

Those charged with engaging in prohibited conduct will have the opportunity to receive a fair hearing. The formal rules of process, procedure and evidence used by the criminal justice system do not apply to the student conduct process.

Standard of Proof: To find that a student or student organization has engaged in prohibited conduct, the standard of proof required is a preponderance of the information contained in the record. The information must demonstrate that it is more likely than not that the violation occurred.

Support Persons or Advisors: A responding party and any impacted party may bring a support person or advisor to the hearing, at their own expense. The support person or advisor may be an attorney.

The support person or advisor may not speak on the student or organization's behalf or participate directly in the hearing. The support person or advisor may not serve in a dual role as a witness in the hearing.

In cases involving alleged violence (including domestic violence and dating violence), sexual misconduct, or stalking a support person or advisor may not be another student except for extraordinary circumstances and approved by a hearing officer.

Recordings: All student conduct hearings may be recorded. If the student or organization wishes to have their hearing recorded a request must be made prior to the hearing. If the student or organization requests a copy, the recording of the hearing will be transcribed at the expense of the student or student organization and prepared by a credentialed transcriptionist.

Alternatively, the recording may be made available to the responding party and any impacted party for viewing at the Student Resolution Center. Reproduction of the recording in any way by a responding party, impacted party, or support people or advisors is prohibited.

Witnesses: The responding party and any impacted party may bring or request relevant witnesses. A request for witnesses must be made at least one business day prior to a scheduled hearing.

Witnesses may be present only when they are giving information. Witnesses may not serve in the dual role as a support person. Only the hearing officer may ask questions; the responding party or impacted party may suggest questions for each other or witnesses. The hearing officer has the discretion to ensure questions are relevant to the case.

Missed Hearings: If the responding party misses the scheduled hearing, the hearing officer may proceed in the student's absence and will decide with the information available on record.

Accommodations: Student Conduct Services is committed to providing necessary accommodations to ensure a fair and safe process for participants.

Accommodations will take into consideration disabilities, personal safety and language differences.

Decisions: The hearing officer determines the [finding of responsibility](#) for each charge based on the preponderance of information standard—whether it is more likely than not that the responding party engaged in prohibited conduct.

If found responsible for engaging in prohibited conduct as outlined in the Student Conduct Code, the hearing officer will determine appropriate sanctions based on the incident’s severity, impact on others, and the responding party’s student conduct record.

A hearing officer has ten business days from the date of the hearing to provide a decision to a responding party.

The number of days may be extended at the discretion of the hearing officer, who will notify all parties of any delay. The hearing outcome will include the findings of responsibility, rationale for the findings, sanctions (if applicable), and information on the appeal process. In cases involving an impacted party, they will also be notified of the hearing officer’s decision. A copy of the decision may be shared with appropriate University offices.

Sanctions: The student conduct process is based on an individual review of each case. The hearing officer will consider the totality of information in each case when determining appropriate [sanctions](#). This includes but is not limited to the severity of the incident, the student or student organization’s student conduct record, demonstrated understanding of the impact of their behavior, and the role that alcohol and drugs may have played in an incident.

The hearing officer may impose one or more sanctions as appropriate for student development and community well-being. More than one sanction listed below may be imposed for any single violation. If the student or student organization fails to complete sanctions by the stated deadline, a “hold” will be placed on the student’s registration status.

A student or organization could face additional disciplinary action for failure to comply with sanctions. The following sanctions may be applied when appropriate.

Disciplinary Standings: A hearing officer may apply a disciplinary standing as a sanction for violating the Student Conduct Code.

Disciplinary Probation

Disciplinary probation is for a designated period of time during which a student or organization is expected to show appropriate changes in behavior. A violation of the Student Conduct Code while a student or organization is on disciplinary probation or any subsequent misconduct may result in further disciplinary action, including loss of good standing, suspension, or expulsion.

Loss of Good Standing

Loss of good standing is for a designated period of time during which the student or organization is expected to show appropriate changes in behavior. A student or organization who is not in good standing with the University and is prohibited from:

- representing the University through official events
- serving on a University committee
- participating in intercollegiate or sports club athletics
- holding office in a student organization

A violation of the Student Conduct Code while a student or organization is not in good standing or any subsequent misconduct may result in further disciplinary action, including suspension, or expulsion. A student or organization may be given the option of earning back their good standing at the discretion of the hearing officer.

Disciplinary Suspension

Suspension is for a designated period of time during which the student may not attend classes, access any University premises, participate in University activities, or be employed by the University. In some instances, the student must fulfill specified conditions before the University will consider re-admission. Disciplinary suspension is noted on the student's official transcript during the period of suspension and until all other sanctions or conditions for re-admission have been completed.

Deferred Disciplinary Suspension

Disciplinary suspension is deferred while the student participates in a designated program. The student may remain enrolled if the student is compliant with the designated program.

Disciplinary Expulsion

The student is permanently separated from the University and may not return. The student may not attend classes, access any University premises, participate in University activities, or be employed by the University. The expulsion is permanently noted on the student's official transcript.

Loss of Student Organization Recognition

The All University Hearing Board or hearing officer may recommend to the dean of students that a student organization lose recognition after a student conduct hearing. Approval of this action deprives the student organization of the use of university resources, the use of the University's name, and the right to participate in university sponsored activities or recruit Colorado State University students. This loss of recognition may be for a specific period, for an indefinite period of time, or until stated conditions are met.

Should the dean of students approve this action, an official request will also be sent to the national office that the local student organization's charter be revoked.

Discretionary Sanctions: A hearing officer may require the student or organization to complete or comply with discretionary sanctions. Discretionary sanctions include but are not limited to:

Academic

- Academic penalties: Instructors may impose a “grading penalty” upon a finding that a student has, either intentionally or unintentionally, committed academic misconduct. The minimum is reduced credit on the assignment and the maximum is course failure, regardless of academic performance. The instructor may also remove the repeat/delete option for a student.
- Academic misconduct transcript notation: The “AM” notation by a course grade as a result of academic misconduct may only be added to the official transcript with agreement of both the course instructor and a hearing officer. That negative notation is generally permanent.

Admissions

The University may revoke a student’s admission to the University for fraud, misrepresentation, or for other serious violations committed by the student prior to matriculation.

Alcohol and Other Drugs

[Drugs, Alcohol, and You – or DAY- Programs](#) at the CSU Health Network provides a continuum of services including assessment, educational workshops, and treatment that student may be required to complete.

Conflict Resolution

- **Conflict Coaching:** Students have the opportunity to talk about conflict and gain skills to handle conflict in a supportive and confidential environment. Conflict Resolution staff assist students in identifying goals, developing clarity, and managing conflict in the future.
- **Mediation:** Mediation is a voluntary and confidential process where a neutral third-party facilitator helps two or more people in conflict have a constructive conversation about important issues. The mediator does not take sides, give advice, or tell parties what to do. Student Resolution Center staff will mediate small group disputes (i.e., roommate conflicts) and will also facilitate large-scale discussions involving multiple parties.
- **Restorative justice:** A restorative justice conference brings together those who were impacted by an offense, including those who were harmed, those who were responsible for causing the harm, and impacted community members. Through a facilitated dialogue, they discuss what happened and determine the best ways to

repair harm and improve relationships.

- **Impact Circles:** Impact circles are a form of Restorative Justice that brings together small groups of students, who have been found responsible for similar types of offenses, with relevant community stakeholders. Through answering questions about their specific incidents and hearing others' stories and perspectives, students gain a better understanding of the impacts of their behaviors on the larger community.

Degree Conferral

- **Withholding degree:** The University may withhold awarding a degree otherwise earned until the completion of the student conduct process, including the completion of sanctions imposed.
- **Revocation of degree:** The University may revoke a degree for serious violations of the Student Conduct Code committed by the student prior to graduation. Only the Board of Governors may authorize the revocation of a degree.

Educational Workshops

Students may be required to participate in one or more of a variety of workshops designed to address specific knowledge or skill areas. These workshops are intended to help a student learn more about themselves and our shared communities.

Housing Modifications

- **Residential reassignment:** A student may be reassigned to another residence hall room or building for disrupting the residential community or to appropriately separate persons.
- **Residential expulsion:** The student is permanently banned from all residence halls.

Interpersonal Violence

A student may be required to complete an evaluation and recommended treatment.

Loss of Privileges

Privileges afforded to student organizations may be temporarily restricted in relation to the severity of the behavior and the relevant conduct history of the organization. These restrictions may include, but are not limited to:

- Restrictions on social events, including but not limited to restriction of the presence of alcohol at social events.
- Restrictions on recruitment of new members into the organization for a designated period of time.
- Restrictions on the organization's ability to participate in meetings or events.

Parent or Guardian Notification

The University may notify parents or guardians when a student under the age of 21 is found responsible for violations of the Student Conduct Code involving alcohol, drugs, or violence. Parental or guardian notification may also be made when a student is suspended or expelled from residence halls or the University.

Restitution

Monetary compensation for loss or damages to University property.

Appeal Process:

Appeal of a Disciplinary Decision for an Individual Student: A responding party may appeal a hearing officer's decision. In cases where an impacted party has been identified by a hearing officer, that individual also has a right to appeal the Hearing Officer's decision. An appeal must be submitted online within ten business days after the hearing officer's decision is sent to the parties involved.

A hearing officer's decision is considered final if an appeal is not submitted within the specified time. Appeals submitted by another party on a student's behalf will only be accepted when a student acknowledges and affirms that the appeal represents their position. Once an appeal is submitted it is reviewed by the chair of the Appeal Committee. While an appeal is pending, the responding party must comply with all sanctions and restrictions from the hearing officer's decision, unless otherwise specified by the hearing officer.

An appeal is limited to a review of the record of the hearing and supporting information that was evaluated in the decision-making process. New information will only be considered if the chair determines that the information was not available at the time of the hearing.

The appeal will only be granted on one or more of the following grounds:

1. The hearing was not conducted fairly, giving the responding party or any identified impacted party the opportunity to present relevant information. Minor deviations from designated procedures will not be a basis for supporting an appeal unless there is an adverse effect on the outcome of the hearing.
2. The information presented in the case, if believed by the hearing officer, was insufficient to establish that a violation of the Student Conduct Code occurred.
3. The sanctions imposed were not appropriate based on totality of the circumstances.
4. There is new information not available at the time of the original hearing that may be relevant to the final decision.

The chair of the Appeal Committee will review the appeal and the record of the hearing to determine one of the following actions:

- Deny the appeal.
- Send the case to the director of the Student Resolution Center or designee to review the record, make any necessary modifications, and render a final decision. When the director

served as the original hearing officer, the chair of the Appeal Committee will send the appeal to the dean of students or designee to review the record of the case, make any necessary modifications and render a final decision.

- Grant the appeal and convene the Appeal Committee to review the record of the case. New information will be considered at this time.

If the Appeal Committee is convened, upon conclusion of its review, will do one of the following:

- Affirm the findings of responsibility and sanctions. Decisions affirmed by the Appeal Committee are final. Written notification will be provided to the responding party and any impacted party.
- Affirm the findings of responsibility and return the case to the original hearing officer or director of the Student Resolution Center or their designee with recommendations to modify the sanctions. Decisions made after review of the recommendations are final and written notification will be provided to the responding party and any impacted party.
- Recommend reversal of the findings of responsibility if the Appeal Committee disagrees with the hearing officer's evaluation of information in the record and does not believe sufficient information exists to support a violation of the Student Conduct Code. If the Appeal Committee recommends a reversal, the chair will submit a recommendation in writing, as follows:
 - In all cases involving suspension or expulsion from the University (whether imposed by the original hearing officer or recommended by the appeal committee after review), the chair of the Appeal Committee will make a recommendation in writing to the vice provost for Faculty Affairs and the vice president of Student Affairs for a final decision.
 - In all cases involving any form of sexual misconduct or sexual harassment, the chair of the Appeal Committee will make a recommendation in writing to the vice provost for Faculty Affairs and vice president of Student Affairs, who may also consult with the director of Equal Opportunity for a final decision.
 - In all other cases involving individual student violations of the Conduct Code, the chair of the Appeal Committee will make a recommendation in writing to the dean of students or designee who will make a final decision.

If the vice provost for Faculty Affairs and vice president of Student Affairs are unable to agree on the action to be taken, the decision will be referred to the executive vice president and provost for final action.

Composition of an Appeal Committee for an Individual Student:

In most circumstances the Appeal Committee will be comprised of:

- A chair who will be either a faculty or staff member
- One additional faculty or staff member
- One student appointed by the Associated Students of Colorado State University

In cases involving academic misconduct the Appeal Committee will be comprised of:

- a chair who will be a faculty member
- one additional faculty member
- one student appointed by the Associated Students of Colorado State University

In cases involving interpersonal violence (including domestic violence, dating violence, sexual misconduct, or stalking) the Appeal Committee will be comprised of:

- A chair who will be either a faculty or staff member
- Two additional faculty or staff members
- The director of Equal Opportunity or designee, as a non-voting member.

When an appeal is granted, a list of Appeal Committee members is provided to the responding party and any impacted party. If the responding party or impacted party believes there is a conflict of interest and provides rationale to the chair of the Appeal Committee, they may request the removal of a member. The chair decides whether sufficient reason exists to remove a member.

Members of the Appeal Committee are expected to recuse themselves if they have a conflict of interest. If the chair of the Appeal Committee is recused, has an identified conflict of interest or is unavailable within a reasonable period of time, the director of the Student Resolution Center or designee, will appoint another faculty or staff member to serve as chair. When a member is removed, they will be replaced by another representative from the pool.

Appeal of a Disciplinary Decision for a Student Organization:

A student organization may appeal the decisions made by the All University Hearing Board or a hearing officer. In cases where an impacted party has been identified by a hearing officer that individual also has a right to appeal the decision. An appeal must be submitted online within ten business days after the decision is sent to the parties involved.

The director of the Student Resolution Center or designee serves as the appellate officer for review of decisions made by the All University Hearing Board or a hearing officer. If the director serves as the original hearing officer, the vice president of Student Affairs will appoint a three-person Student Organization Appeal Committee to consider the appeal. The committee will then make recommendations to the vice president of Student Affairs, who will make the final decision regarding the appeal.

A hearing officer's decision is considered final if an appeal is not submitted within the specified time. While an appeal is pending, the student organization must comply with all sanctions and restrictions from the decision unless otherwise specified by the hearing officer or All University Hearing Board.

An appeal is limited to a review of the record of the hearing and supporting information that was evaluated in the decision-making process. New information will only be considered if the director or committee determines that the information was not available at the time of the original hearing.

The appeal request may be granted based on one or more of the following grounds:

1. The original hearing was not conducted fairly or did not give the responding party organization or impacted party the opportunity to present relevant information.
2. The decision was not based on substantial and sufficient information.
3. The sanctions imposed were not appropriate based on the totality of the circumstances.
4. There is new information not available at the time of the original hearing that may be relevant to the final decision.

After reviewing the appeal, the director of the Student Resolution Center or designee or the vice president of Student Affairs will take one of these actions:

- Deny the appeal.
- Grant the appeal to review the record of the case. New information will be considered at this time. While the case is being re-considered, the student organization must continue to abide by any stated conditions imposed by the original hearing officer or All University Hearing Board.

The director of the Student Resolution Center or designee may make one of the following decisions:

- Affirm the decision.
- Reverse the decision.
- Amend the decision to clarify sanctions or offer additional resources to support the responding party student organization.

The director or designee will communicate the decision to the student organization in writing which will be considered the final outcome.

A student is not immune from prosecution by local, state, or federal law enforcement agencies, even if the university initiates disciplinary proceedings.

The Student Resolution Center acts on the institutional values of interpersonal civility and honoring community standards. The Student Resolution Center offers:

- Consultation, coaching, and mediation to help resolve conflicts
- Conflict management, academic integrity, and civility training and education
- Advising the student led All University Hearing Board
- Hearings to determine if prospective students with a criminal or disciplinary record will be admitted to the university
- Overseeing the student conduct process and hearings for students facing allegations of misconduct on or off campus
- Restorative Justice Program for repairing harm and restoring relationships
- Determining disciplinary action to be taken by the university, including educational programs

- Appeals process related to student conduct outcomes

Behavioral Expectations of Students Living in University Housing

Students residing in university residence halls or apartments contractually agree to obey:

- Federal, state, and local laws
- Student Conduct Code (<https://resolutioncenter.colostate.edu/wp-content/uploads/sites/32/2018/08/Student-Conduct-Code-v2018.pdf>)
- Expectations outlined in the residential contract and university housing policies and procedures (<https://housing.colostate.edu/halls/policies/>)

University Housing staff, under the supervision of Student Conduct Services, hear cases involving housing contract violations and may impose sanctions including drug and alcohol education; educational programs or activities; monetary restitution; reassignment to another residence hall room or building; and termination of the residential contract or lease. Significant incidents or a pattern of problems will result in referral to Student Conduct Services. Residence hall policies are available at <https://housing.colostate.edu/halls/policies/> and apartment policies are available at <https://housing.colostate.edu/apartments/policies/>.

Disciplinary Records

Student disciplinary records are maintained by Student Conduct Services in keeping with the Family Educational Rights and Privacy Act (1973), the Higher Education Amendments (1998), and the Student Conduct Code.

CSU Police Department and How to Report a Crime

CSU police officers work closely with university offices to identify safety needs and concerns.

CSU Police Qualifications and Authority

About CSUPD

- Colorado State University Police Department operates 24 hours a day, seven days a week.
- The department includes an investigations unit, patrol unit, records office and a 911 dispatch center.
- CSUPD officers are also commissioned officers in Larimer County and the city of Fort Collins.
- CSUPD collaborates with Fort Collins Police Services, Poudre Fire Authority, Larimer County Sheriff's Office, the Office of the District Attorney, and other state and federal law-enforcement agencies and investigation bureaus. As part of a regional first responder network, CSU police hold mutual aid agreements with the county and city to address contingencies such as natural disasters, civil disturbances, major crimes, and pursuits of serious offenders who travel across jurisdictional lines. These mutual aid agreements include provisions for joint investigations. Copies of these agreements are available from CSU police.

About CSUPD officers

- CSU police officers are armed and have full law enforcement authority on all property owned or controlled by the university, and the authority to make arrests on or off university property.
- Officers possess peace-officer commissions from the state of Colorado, Larimer County, and the city of Fort Collins.
- Colorado State University police officers complete at least 860 hours of training in a state-certified police academy and field-training program in preparation for their jobs.

About CSUPD's jurisdiction

- Colorado State University Police Department's jurisdiction and primary focus is all property owned, leased or controlled by Colorado State University. While possessing commissions from Larimer County and the city of Fort Collins, CSUPD does not routinely patrol the county's or city's jurisdiction. However, CSUPD will assist on in-progress calls and specific interdiction initiatives at the request of the Larimer County Sheriff's Office and Fort Collins Police Services.

About the CSU Police Department's work on campuses

- Colorado State University police officers routinely patrol all buildings on campuses.
- Officers patrol campuses grounds on foot, by bicycle and in vehicles.

- Campus Safety Officers are student employees who assist at university events and provide safe escorts across campus via SafeWalk. These employees receive more than 50 hours of training. More information at police.colostate.edu/safe-walk/.

How to Report an Emergency or Crime

CSU encourages all community members to make accurate and prompt reports of crimes and other emergencies on campus and other CSU-owned or controlled property. Reports about incidents on campuses should be made to CSU police immediately; incidents off campuses should be reported to the agency with jurisdiction (such as Fort Collins Police Services). Promptly reporting crimes provides law enforcement agencies with the best opportunity to effectively address safety issues. If the victim of a crime elects to or is unable to make such a report, others are encouraged to promptly do so.

If you witness or experience a crime or emergency, report it as soon as possible to CSU police by calling 911. The CSU Police Department is in Green Hall at the corner of Laurel and Meridian streets. CSUPD operates 24 hours a day. The non-emergency number is 970-491-6425.

It is important to report what you observe even if others have already made a report.

- To report a crime in progress or immediate threat to campus safety call or text 911 from any phone. If you are on a campus, tell the dispatcher so immediately.
- To report a crime that is no longer in progress and is not an immediate threat, call (970) 491-6425 or visit police.colostate.edu/. Crimes may be reported anonymously online at police.colostate.edu/anonymous-crime-report/.
- To report a fire, call or text 911 from any phone. If you are on campus, identify your location as Colorado State University first, and the campus location of the fire.
- To report any other emergency in progress, call or text 911.
- Students at the Sturm Collaboration Campus are encouraged to promptly report unusual activity or incidents to the Arapahoe Community College Police Department by calling 303- 797-5800. If there is no answer, call 911. 911 calls from cellular phones are free. An Arapahoe Community College officer will meet with them to gather the information.

Tips for Reporting an Emergency when Contacting 911

- Call 911 from any phone or call or text from a cell phone.
- CSUPD dispatchers have an enhanced system that allows the dispatcher to see where the call is from. This does not work for cell phones without location services turned on.
- The dispatcher will need to know the address of the emergency, which is not necessarily where the call is coming from.
- 911 calls made from cell phones from within the city will be routed first to Fort Collins Police Services, so if you are calling from a CSU campus, be sure to tell the dispatcher that right away.

- When you are reporting a crime, it is important to report it immediately from a safe location.
- When speaking to a dispatcher, stay on the line and, as accurately as possible, tell the dispatcher everything you can remember about the incident. If reporting about a suspect, try to recall details such as the suspect's clothing, if they were driving a vehicle, what it looked like, and direction of travel either on foot or in a vehicle.
- If you can give first aid to someone or to relay information to another rescuer, CSU and other local dispatchers are prepared to tell you what to do until emergency responders arrive.
- If reporting a fire or someone in need of an ambulance, CSU police will immediately notify fire or emergency medical personnel, then help with emergency measures such as evacuation and managing traffic so that fire trucks and ambulances can access the scene. Report all campus fires to CSU police immediately by calling 911.

How to Report an Incident of Sexual Harassment or Interpersonal Violence

In addition to the option of making a report to law enforcement, anyone may report an incident of sexual harassment, interpersonal violence, or gender-based discrimination to the Office of Title IX Programs and Gender Equity as follows:

In-person during business hours:

Office of Title IX Programs and Gender Equity

123 Student Services Building (corner of University Ave. and Libby Coy Way) Fort Collins, CO, 80523

Telephone: (970) 491-1715 **Email:** titleix@colostate.edu

Online: The Office of Title IX Programs and Gender Equity website reporting form -

<https://titleix.colostate.edu/title-ix/reporting-options/>

Postal Mail:

Office of Title IX Programs and Gender Equity 0160 Campus Delivery

Fort Collins CO 80523-0160

For definitions of interpersonal violence including dating violence, domestic violence, sexual assault, and stalking and more information about reporting, please see the section on Reporting Interpersonal Violence in this report.

Report a Crime Anonymously

To remain anonymous and report a crime to the CSU Police Department, you may fill out the online anonymous crime report form at police.colostate.edu/anonymous-crime-report/.

- Information you submit will be sent securely to CSU police without your identity being revealed.
- Include as much detail as possible.

- If the crime you are reporting is an emergency, please call or text 911.
- Crimes reported anonymously to CSU police will be included in the Annual Security and Fire Safety Report as required by the Clery Act.

Confidentiality of Crime Reports

If you are the victim of a crime or want to report a crime, but do not want to pursue action within the university or criminal justice system, we ask that you still consider filing a report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your privacy.

To make a voluntary, confidential report to the CSU Police Department, call 970-491-6425 and ask to make a confidential report. The CSU Police Department will do all it can to comply with your wish to keep your personally identifying information confidential, while also taking steps to ensure your safety and the safety of others. This also allows the university to compile accurate records on the number and types of incidents occurring on campuses. Reports filed in this manner are counted and disclosed in the Annual Security and Fire Safety Report, without personally identifying information.

In limited circumstances, the police department may not be able to assure complete confidentiality and will inform you in those cases.

The university will not publish the names or other identifying information such as addresses or ID numbers of victims of sexual or gender violence crimes in any public record unless required to do so by law. Confidentiality is maintained in daily crime and fire logs, timely warnings, and emergency notifications. CSU also will not publish any accommodation or supportive measure provided to a victim unless such confidentiality impairs the effectiveness of the measure.

Other Voluntary, Confidential Reporting Options

In addition to the above reporting options, students and employees may seek support and guidance from confidential university or community resources that maintain the confidentiality of the victim or other person reporting.

While confidential resources may encourage a victim to report the incident to police, these offices will maintain confidentiality and not share identifying information with police.

- The Victim Assistance Team, through the Women and Gender Advocacy Center, provides confidential support and advocacy to Colorado State University students and any family or friends who have experienced sexual assault, dating or domestic violence, or stalking on or off campus, 24 hours a day, every day of the year. Call 970-492-4242. During regular university business hours, their offices are open to visit in person at 112 Student Services Building or in the

satellite office in Room 234 of the Lory Student Center.

For more information, visit [wgac.colostate.edu/victim-assistance-team- volunteers](http://wgac.colostate.edu/victim-assistance-team-volunteers). The Women and Gender Advocacy Center provides statistical information for this report but does not provide any personally identifiable information and maintains confidentiality with all clients.

- Confidential reports may also be made to pastoral and professional counselors, licensed psychologists, licensed clinical social workers, or graduate student staff in the CSU Health Network Counseling Services Office, and these reports are considered confidential. CSU's pastoral and professional counselors inform clients of the institution's policy as to maintaining confidentiality. While counselors can assist their clients with reporting to law enforcement when requested, no university policy or procedure exists that encourages counselors to inform their clients of voluntary, confidential reporting procedures at Colorado State University. Counselors assist clients on a case-by-case basis and discuss options and resources as may be appropriate for each individual client. Crimes reported to pastoral or professional counselors are not assessed for a timely warning.
- The CSU Health Network Counseling Services office is located in the Health and Medical Center at the corner of College Ave. and Prospect Rd. Counseling Services may be reached during regular business hours by calling 970-491-6053. Emergency after-hours counselors are also available at 970-491-7111.
- The Women's Clinic at CSU Health Network is located in the Health and Medical Center at the corner of College Ave. and Prospect Rd. Call 970-491-1754 or visit <https://health.colostate.edu/womens-clinic/>.

For employees, confidential resources include:

- Office of the Ombuds
970-491-1527
<https://ombuds.colostate.edu/>
- Employee Assistance Program
<https://hr.colostate.edu/employee-assistance-program/>
970-491-3437
- ComPsych
<https://hr.colostate.edu/employee-assistance-program/compsych-guidance-resources/>
(800) 497-9133

Non-university confidential resources include:

- Sexual Assault Victim Advocate Center Fort Collins Office

970-472-4204

<https://savacenter.org/>

- 24-hour Rape Crisis Hotline
970-472-4200 or 1-877-352-7273
- Crossroads Safehouse
<https://crossroadssafehouse.org/>
970-482-3502 or 1-888-541-SAFE (7233)
- RAINN - Rape, Abuse & Incest National Network
<https://www.rainn.org/>
1-800-656-HOPE (4673)

Campus Security Authorities

The Clery Act classifies certain individuals as campus security authorities. Campus security authorities have specific responsibilities for reporting Clery crimes. A campus security authority as defined under the Clery Act is anyone who meets one or more of the following criteria:

- Any individual who works for the CSU Police Department in any capacity
- Any individual who does not work for the CSU Police Department, but has assigned responsibility for campus security in some other respect (for example, an individual who is responsible for monitoring the entrance into a university building, someone who works for a security service contracting with CSU, emergency responders employed by CSU, etc.)
- Any individual or organization specified by CSU as one to which students and employees should report criminal offenses. In addition to those in the CSU Police Department, employees in the Office of Title IX Programs and Gender Equity fall within this category
- A CSU official who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An “official” is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution. This definition is broad, but some examples of such individuals are:
 - a dean of students or director who oversees student housing, the student center or student extracurricular activities
 - a director of athletics, all athletic coaches (including part-time employees and graduate assistants)
 - a faculty advisor to a student group
 - a leader of some study abroad trips or other overnight trips
 - a student resident advisor or assistant
 - a student or employee who monitors access to residence halls or buildings that are owned or controlled by CSU or a recognized student organization
 - a coordinator of Fraternity and Sorority Life
 - a Title IX coordinator
 - the director of a campus health center
 - victim advocates or others who are responsible for providing victims with advocacy services, such as assisting with housing relocation, disciplinary action or court cases, etc. (but victim advocates *do not* report the identities of victims to the CSU Police Department without the victim’s consent)

Because the definition of a campus security authority is quite broad, some employees who may be considered campus security authorities may not realize this fact. If you are involved in any aspect of campus security and safety, student affairs, or direct interaction with students as part of your assigned duties, you may be a campus security authority.

Each year the Clery Compliance Program Director will analyze and maintain a working document of all campus security authorities, adjusting as needed with the assistance of the Clery Compliance Committee and the university community.

Campus security authorities are required to:

- Take and pass the annual campus security authority online training.
- Report information of alleged crimes that are reported to them in good faith by others, as well as information of alleged crimes that they personally witness. Under the Clery Act, a crime is “reported” when it is brought to the attention of a campus security authority or local law enforcement personnel by a victim, witness, other third party, or even the offender. It doesn't matter whether or not the individuals involved in the crime, or reporting the crime, are associated with the University.
- Record information about crimes reported to them. To record information about a crime reported, the campus security authority completes a crime statistic report form.
- Submit all completed campus security authority incident report forms for inclusion in the annual statistics.

For more information about campus security authorities, see clery.colostate.edu.

Crime Prevention and Security Awareness Programs

General Programs

CSU police, residence hall staff, Support and Safety Assessment, and the Women and Gender Advocacy Center are among groups on campus that provide safety and crime prevention educational programs in a variety of settings.

General university educational programs include fire safety, personal safety, interpersonal violence prevention, alcohol and drug awareness, and computer crimes. Many programs can be tailored to fit the needs of the audience. Interpersonal violence trainings include information about the crimes of sexual assault, domestic violence, dating violence, and stalking.

For more information about educational, outreach and events related to interpersonal violence, or to request a program contact:

CSU Police
Department (970)
491-6425
750 Meridian Avenue - Green Hall (at the corner of Laurel and Meridian streets)
Police.colostate.edu

Title IX Programs and
Gender Equity (970) 491-
1715
123 Student Services Building (East Drive – Corner of University Ave & Libbie Coy Way)
titleix.colostate.edu

The Women and Gender
Advocacy Center (970) 491-6384
112 Student Services Building (East Drive – Corner of University Ave & Libbie Coy Way)
wgac@colostate.edu

In 2021 the CSU Police Department delivered 24 programs or presentations to 1164 people, including students, parents, faculty, and staff. All trainings are offered year-round, and if a group would like a post-training follow-up, that is always an option. However, CSUPD does not schedule classes unless they are requested.

CSUPD training topics include:

Active Assailant Response Series

- **Active Assailant Response 100:** This course is about raising awareness of participants in many different and difficult situations. Curriculum includes tips on what to do if presented with various active assailant scenarios; pre-attack cursors of active killers in the United States; how to intervene early to help others connect with CSU resources.
- **Active Assailant Response 101 – Lecture and Lab:** This course is about raising awareness of participants in many different and difficult situations. Curriculum includes tips on what to do if presented with various active assailant scenarios; hands-on practice in a controlled safe environment; pre-attack cursors of active killers in the United States how to intervene early to help others connect with CSU resources.
- **Active Assailant Response 200 – Stop life-threatening bleeding:** Curriculum covers how to recognize life-threatening bleeding and intervene effectively. The person next to a bleeding victim may be the one who's most likely to save him or her.
- **Active Assailant Response 300 – Tabletop exercise:** Based on needs and size of the class, this course is tailored to help university employees understand their response roles by realistically simulating an active assailant attack in a discussion-based, informal classroom setting. The exercise is customized to attendees and their university roles.
- **Active Assailant Response 40(0-4) Full Drill:** Scaled to meet the needs of the group, these trainings are designed to give participants the chance to adapt and apply knowledge they have received in previous courses.

Additional Safety Training

- **Safety 101:** General safety and awareness for many different emergencies.
- **Alcohol Education and Awareness:** General education on effects of alcohol on the body and alcohol laws.
- **Drug Education and Awareness:** General education on effects of illicit and effects on the body and drug-related laws.
- **Marijuana Education and Awareness:** General education on effects of marijuana on the body and marijuana-related laws.
- **Safe and legal cycling on campuses:** Biking tips and tricks on how to stay safe, following laws and CSU policies, and fastest routes around campuses.
- **Intro to US and Colorado laws for international students:** Introduction to laws to help international students be safe and successful at CSU.
- **Welcome to CSU for new student families and friends:** Brief introduction on Colorado Laws, CSU policies and how to keep you and your stuff safe.
- **New student alcohol laws and amnesty:** Introduction to the amnesty law to encourage students to call 911 during times of extreme need.
- **CSUPD and you:** Introduction to CSUPD covering officer training, equipment and guardian-centric model of policing.

- **Realistic Safety Strategies:** Provide the attendee with risk reduction tools to help with their self-awareness, self-defense technique, and empowerment.

In 2021 Support and Safety Assessment held six presentations and 300 people attended.

Support and Safety Assessment's presentation is intended for all members of the CSU community and is offered on request. It was also held at the Professional Development Institute, a continuing education opportunity for CSU employees.

Tell Someone: How to report to the university if you are concerned about safety or mental health – your own or someone else's. ([TellSomeone.Colostate.edu](https://tellsomeone.colostate.edu))

Bias Reporting: How to report information about incidents of bias. Reports are reviewed by the Bias Assessment Team. Reports are reviewed by the Bias Assessment Team <https://biasreporting.colostate.edu/>.

Threat Assessment, Student, and Employee Consultation Teams: These teams work to prevent, identify, assess, intervene, manage, and coordinate a response to situations involving students and employees that may pose a threat to the safety and well-being of themselves, other individuals and the university community <https://supportandsafety.colostate.edu/consultation-teams/>.

CSU Education Abroad holds programs related to departure and travel security. The intended audience is typically students who are travelling abroad and includes faculty who may be leading trips abroad and other stakeholders involved.

In 2021 topics included:

- Ten region specific pre-departure orientation that focused on culture, CSU travel requirements and included a health and safety portion which covered travel safety and crime prevention.
- Travel petitions were required of each student and asks that they research and document any health and safety information related to their specific destination.
- Two faculty leader trainings which were held individually and in groups to discuss managing student health and safety abroad.
- Fifty highly site-specific in country trainings occurred which covered topics such as parts of city to avoid, transportation safety tips and other location specific information.

The CSU Police Department also implements the following crime prevention strategies on campus:

- Regularly patrolling residence halls
- Regularly patrolling all buildings on campus and checking doors and windows for security concerns, particularly after hours
- Reporting facilities issues such as lights and door locks that do not work correctly

- Surveying university grounds for security and safety issues
- Presenting educational programs to students, parents, and employees about general safety, sexual violence safety, DUI enforcement, substance abuse, bike safety and education.
- Offering SafeWalk, a CSUPD service that provides a security escort from any campus location to another campus location or a location within three blocks of campus, year-round, from dusk to dawn.
- Educating the university community about proactive reporting options to connect people who are struggling with mental health issues or who may be a risk to themselves or others with university resources and alerting campus offices that can address safety concerns presented by these individuals.
- Providing a comprehensive resource to all employees regarding university offices that can help them address people who present safety concerns.
- Collaborating with committees and individuals across the university to identify and address safety and security needs for special events, new buildings, and concerns.

Educational Programs to Prevent Sexual Assault, Dating Violence, Domestic Violence, and Stalking

CSU is committed to preventing interpersonal violence, and increasing awareness of interpersonal violence, as well as being a thought-leader in helping other communities prevent interpersonal violence.

New students are required to complete Vector Solution's Sexual Assault Prevention for Undergraduate and graduate student program, which is the university's online sexual assault awareness and prevention program, which educates students on jurisdictional definitions of and issues associated with consent, sexual assault, dating and domestic violence and stalking.

Students learn about consent, including how alcohol and drugs impair a person's ability to give or receive consent, as well as how to help a friend, and how to intervene in a situation that might escalate to sexual assault. It also includes information about the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, as well as the procedures a victim should follow if one of these crimes has occurred.

New employees are required to complete Vector Solution's Preventing Harassment and Discrimination Training program, which includes jurisdictional definitions of and issues associated with consent, sexual assault, dating and domestic violence and stalking in addition to information regarding discrimination and harassment. It also includes information about the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, as well as the procedures a victim should follow if one of these crimes has occurred.

Included in both the employee and student modules is robust information regarding safe and positive options for bystander intervention. The modules provide students and employees with realistic sexual

assault and relationship violence scenarios to help them identify problematic situations and practice intervention strategies. The scenarios escalate through each of four scenes, each getting increasingly problematic.

Students and employees are then asked which scene they started to feel uncomfortable with the behaviors, how they would feel about doing something to address this situation, and what they would do to intervene. Students and employees are provided with a range of intervention options and a toolbox of skills to practice to increase their confidence as bystanders. Students receive tailored feedback supporting their response and providing them with additional perspectives and strategies to reinforce intervention.

The key message is that it doesn't matter so much what students do in problematic situations, it's that they do something.

Also included in both the employee and student modules is information regarding risk reduction information. Learners explore many characteristics of health relationships, including jurisdictional definitions of consent, and how to recognize relationship abuse both in person and online. This programming helps learners identify strategies intended to stop relationship violence and abuse before it occurs by encouraging positive and health behaviors that foster health, mutually respectful relationships.

This primary prevention programming includes a clear statement that the institution prohibits sexual assault, domestic violence, dating violence, and stalking in its policies.

CSU through its Women and Gender Advocacy Center works to educate the university community about interpersonal violence to prevent sexual assault, domestic violence, dating violence, and stalking before it occurs. This work is done through ongoing prevention and awareness campaigns which are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing consent, dating violence, domestic violence, sexual assault, and stalking. This programming highlights the impact of changing social norms, risk reduction strategies and other approaches.

These programs, initiatives, strategies, and campaigns are designed to be comprehensive, intentional to end domestic violence, dating violence, stalking, and sexual assault. They:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome.
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.
- Decrease perpetration and bystander inaction and increase empowerment for victims to promote safety and to help individuals and communities address conditions that facilitate violence.
- Are offered in a multitude of formats (print, digital, in person, etc.) and to the full

spectrum of university community members (students, faculty, staff, etc.).

The Women and Gender Advocacy Center reports that in 2021, they provided 63 ongoing prevention and awareness campaigns or presentations that reached 4,017 people.

The programs from 2021 included:

Interpersonal Violence Programs: These programs aim to educate attendees on interpersonal violence such as sexual violence, relationship violence, and stalking, and how societal norms allow it to continue. These programs help raise awareness to decrease perpetration.

Consent: Help students learn about consent and better understand the nuances of what is and isn't consensual. Colorado jurisdictional definition of consent is utilized in these programs. The SAFE model (Say it, again, firm, exit) is often used in these trainings and it helps participants learn how to be explicit with their wants, empowering them and promoting safety.

Sexual Assault 101: Attendees learn more specifically about sexual assault than general interpersonal violence programs. These programs help raise awareness to decrease perpetration.

Healthy Relationships: Help attendees understand what is healthy, unhealthy, and abusive in a relationship and how to navigate unhealthy and abusive behaviors. These programs help raise awareness to decrease perpetration.

Stalking: Illuminates realities of stalking behaviors and encourages participants to consider if their behaviors are stalking or cute. These programs help raise awareness to decrease perpetration.

Supporting Survivors: These programs aim to directly support survivors and coach others on how to better support survivors in their lives whether or not they know survivors are around them. Several versions of these programs were offered with topics regarding coping with triggers, navigating boundaries during a pandemic, workshops and discussions. These programs empower survivors.

Masculinity: Discuss healthy and unhealthy masculinities and behaviors and help students to identify the difference. These programs address conditions that may facilitate violence.

Body Positivity: Helps attendees build community, end harmful societal body norms, and reduce body shaming behaviors.

Bystander intervention: Bystander intervention means 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.

Trainings teach learners about the "Five Ds of bystander intervention," which are tools that can be used to support someone who is being harmed. This includes training participants on how to use a spectrum of different intervention options. The spectrum ranges from the most engaged to the least (while noting

that any are helpful).

The Five Ds are:

- Direct - directly intervene in a situation
- Delegate - get help from someone else
- Delay - after the incident is over, check in with the person who was harmed
- Distract - take an indirect approach to de-escalate the situation
- Document - if someone is already intervening and you believe the person causing harm behavior is escalated, document the situation

These allow for varying levels of intervention based on the situation and the bystanders level of safety.

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 (wgac.colostate.edu/education/anti-violence-strategies-and-campaigns/).

When it comes to sexual violence on college campuses CSU believes that bystander intervention complements prevention efforts that focus on potential perpetrators (as they are the only ones, through making the conscious choice to not perpetrate, who can truly prevent sexual violence) and risk reduction strategies which focus on potential victims.

The Red Whistle Brigade: Through the Women and Gender Advocacy Center, students are trained to provide interpersonal violence education programs to their peers.

The Office of Equal Opportunity offered a Sexual Harassment Awareness Training which discussed elements of sexual harassment. It highlighted information from various policies and touched on topics regarding discrimination, harassment, consensual relationships, reporting obligations and resources. This training was offered six times in 2021 when departments would request in person training. Those six presentations reached 146 CSU employees, including student employees, and Associated Students of Colorado State University.

Safety information is available to CSU students and employees on the university's safety site (Safety.colostate.edu). During new employee orientation, employees are also provided with this link. Students receive information about the safety website during Ram Welcome.

Safety messaging about sexual assault from the Public Safety Team. This includes preventative information in required and voluntary alerts.

CSU is a recognized city of Fort Collins partner, the first municipality in the nation to become an "It's On Us" city, committed to preventing, reducing and understanding incidents of interpersonal violence.

More information about crime on campuses:

- [Safety.colostate.edu](https://safety.colostate.edu), the university's safety website
- Emails from the university, which are received by all students, faculty and staff.
- Special text alerts shared by the university. Students, faculty and staff are strongly encouraged to sign up for emergency text alerts. Students sign up via RamWeb (ramweb.colostate.edu/registrar/Public/Login.aspx). Employees may sign up via the administrative applications portal at aar.is.colostate.edu/
- Printed safety alert bulletins describing specific crimes or perpetrators
- Social media posts to the shared CSUPD and Public Safety Team accounts

Campus Security Programs

University Building and Facility Access and Security

- Most university buildings and facilities are accessible to members of the university community, guests, and visitors during normal business hours Monday through Friday, excluding holidays and when the university is closed, such as during a snow day.
- Some buildings are open for designated hours on weekends, such as Morgan Library.
- Exterior doors on university buildings are locked each evening by Facilities Management. Most buildings are locked manually, and others are secured remotely and accessible by key cards.
- The remaining buildings are always locked and accessible by keycards, prox key and punch codes.
- Buildings may be secured at different times based on factors such as night classes, special events, or computer lab times.
- Do not prop building doors open or allow strangers into university buildings that have been secured.
- Do not lend keys or key cards or leave them unattended in your work or living space.
- Do not give door entry or alarm codes to anyone you don't know or who doesn't have an authorized reason to have the code.
- Report unlocked buildings after hours, problems with locks or security devices, and any other building security or safety issues to the responsible building proctor (contact information is on the Facilities Management website at fm.colostate.edu/proctors), or Facilities Management dispatch, 970-491-0077.
- To gain access to CSU's portion of the Sturm Collaboration Campus on the Arapahoe Community College Campus after hours, students or employees must call 303-660-3160.
- Emergencies and situations posing an immediate threat to safety should be reported to CSU police immediately by calling 911.
- CSU's policy on building access, security and keys provides more detail on these matters policylibrary.colostate.edu/policy.aspx?id=556
- CSU Police Department regularly patrols campus buildings to enhance relationships with faculty, staff, and students and to increase security and safety awareness.

Residence Hall Security

Residence hall security includes the following measures:

- Lobbies and common areas are open during dining center hours and then accessible only by residents of the building after hours via keycard access.
- Floors and rooms are only accessible by residents with keycard access.
- All common bathrooms on the floors are also secured.
- Residents should not allow strangers access to the building, either by propping doors,

- lending keys, or opening doors for anyone waiting outside the building.
- Visitors and delivery people may use a house phone located outside the main entrance to contact the appropriate host to gain access, once all entries to the building are locked in the evening.
 - All residence hall staff are trained on emergency response and have knowledge of evacuation and safety protocol in the event of an emergency.
 - All lobby doors and common areas can be locked down during an emergency to permit access to residents of the building only. The option of locking buildings down entirely to prevent any access into the building is also available.
 - CSU Police Department partners with Housing & Dining Services to develop a community-oriented policing program. A full-time, certified police officer is assigned to each residence hall and regularly patrols it to enhance relationships with students and increase security and safety awareness among students.

Campus Planning and Safety

Safety is an important consideration in planning, maintaining, designing, and remodeling of facilities on campuses.

Exterior lighting is an important part of the university's commitment to university safety. The CSU Police Department monitors exterior lighting and reports issues to Facilities Management.

Once a year, a comprehensive survey of all exterior lighting, building safety, and security is conducted by CSU police, Facilities Management, Risk Management and Environmental Health Services.

The university community is encouraged to call the CSU police (970-491-6425) or Facilities Management dispatch (970-491-0077) when they see a light out. Light posts have numbers on them that help repair people find them. If possible, provide the number when reporting a light out.

Facilities Management monitors door and security hardware daily. CSU police officers also report defective locking mechanisms to Facilities Management as soon as they are discovered.

Shrubbery, trees, and other vegetation on campuses are trimmed on a regular basis. Fencing, roadway, and sidewalk repairs are reviewed and completed at least annually.

The CSU Public Safety Team coordinates university emergency preparedness, mitigation, response and recovery. This team, made up of members from several university departments, also recommends safety and security policy for campuses.

Emergency Blue Light Phones

More than 60 emergency blue light phones are located throughout Main Campus. These emergency phones ring directly into the CSU Police Department dispatch center by simply pushing a button. Visit colostate.edu, click on “Resources” and then click on “Campus Maps.” On the Campus Maps page, click on the menu option for emergency blue light phones for locations.

Crimes on Non-Campus Property

Sororities and fraternities

Greek houses are located off campuses and are not owned by the university. Because they are located off campuses, they are under the jurisdiction of Fort Collins Police Services.

Security in sorority and fraternity houses is managed by a variety of methods and people, and that information is available through the Office of Fraternity & Sorority Life at 970-491-0966.

CSU Student Conduct Services receives reports of crimes that occur in fraternities and sororities that are recognized as student organizations by Colorado State University from the CSU Police Department (which in turn receives crime information from Fort Collins police). Crimes occurring in fraternities and sororities are included in CSU’s crime statistics for purposes of reporting under the Clery Act.

Crimes committed in other non-campus locations of officially recognized student organizations are reported to the CSU Police Department by law enforcement agencies from those jurisdictions. In addition, crimes occurring in fraternities and sororities and other recognized student organization locations must be reported to CSU police by campus security authorities who have knowledge of them.

Off-campus locations

The CSU Police Department annually receives reports from Fort Collins police of all crimes that occurred within CSU’s Clery geography, including CSU property that is not on campus. CSU police officers and dispatchers monitor Fort Collins police radio traffic and view daily crime logs from that agency. Student Conduct Services also regularly receives reports of crimes reported to Fort Collins Police that involve students.

For all other CSU property that is not on a campus, the CSU Police Department regularly requests annual crime reports from law enforcement agencies, including for any international locations that fall within CSU’s Clery geography at any time.

Emergency Response and Evacuation Procedures

CSU's Emergency Management unit plans and coordinates the mitigation, preparedness, response, and recovery of natural and man-made disasters occurring on, near, or possibly approaching CSU campuses. This work is a cooperative effort among all university aspects, departments, and divisions including police, academics, student government, Facilities Management, Athletics, and local fire, law enforcement, and public safety agencies.

Colorado State University conducts emergency response exercises each year, including tabletop exercises, field exercises, and emergency notification systems tests to assess and evaluate university emergency plans and response. The university tests its notification systems once per semester. Notification system tests help the university prepare for emergencies and dangerous situations.

The university will publicize its emergency evacuation procedures in conjunction with one of these tests through the university-wide online newsletter sent via email. The university annually schedules these drills and exercises by its emergency manager communicating with local agencies, university departments and residence hall staff. Annex U (Exercises) in the emergency response plan ([/policylibrary.colostate.edu/policy.aspx?id=561](http://policylibrary.colostate.edu/policy.aspx?id=561)) describes different types of exercises, how they are set up, rules and procedures and needs assessments. CSU documents, for each test, a description of the exercise, the date, the time and whether it was announced or unannounced. Documentation is available from the Emergency Manager, who can be reached at 970-491-6425.

The Colorado State University Police Department and Public Safety Team have received training in responding to critical incidents on a campus.

When a serious incident occurs on a campus, CSUPD is usually the first emergency responder on scene. Depending upon the nature of the incident, Fort Collins Police Services, Larimer County Sheriff's Office, Poudre Fire Authority and Poudre Valley Hospital Emergency Medical Services, CSU Environmental Health Services, or federal agencies may respond.

Colorado State University's emergency response plan emergency response plan (at <https://safety.colostate.edu/emergency-response-plan/>) will help the community respond to hazards that may affect safety, health, and university operations. The plan describes the planned response to emergencies and delineates the roles and responsibilities of departments, divisions, and agencies that are expected to help protect life and property on campus. It also describes how the university works to reduce or eliminate threats to life and property.

Major university emergencies will be coordinated from an Emergency Operations Center, depending on the nature of the emergency, using either a primary or secondary physical location, or a virtual center if deemed necessary by leadership. Strategic decision making will rest with the university Executive Public Safety Team in consultation with the university president.

Every employee is responsible for:

- Helping notify the university about risks in buildings and on university grounds and educating colleagues about risks in their areas.
- Knowing and understanding the building safety plan for buildings they primarily occupy.
- Learning the locations of exit routes, exit stairwells, pull stations, fire extinguishers and automatic external defibrillators, called AEDs.
- Knowing and posting emergency phone numbers.
- Participating in all fire drills, treating every alarm as an actual emergency and evacuating a building during an alarm.
- Learning the needs of anyone for whom you are responsible who may need assistance during an emergency.
- Knowing rally point locations.
- Calling 911 immediately during an emergency.

The university's emergency response plan is available online. As part of that plan, each building on a campus is required to have a building safety plan. Building safety plans contain specific evacuation procedures for that building.

In general, evacuation procedures include:

- Faculty who are teaching classes at the time of an emergency are responsible for the orderly evacuation of class participants and should be the last one out of the classroom to verify evacuation for responders.
- DO NOT take time to turn off computers, printers or office lights. Close, but DO NOT lock, office door and windows.
- Gather your personal belongings if it is safe to do so. (Reminder: take prescription medications out with you if possible; it may be hours before you are allowed back in the building.)
- Exit the building through the closest exit. DO NOT use the elevator.
- All personnel should be familiar with exit paths for their areas. Refer to your floor plan and be familiar with the shortest path possible and a secondary exit.
- Proceed in an orderly manner as quickly as possible to the nearest exit and then to the designated rally point. Be alert for individuals with disabilities or injuries who may need assistance. However, under no circumstances should an individual risk or jeopardize his or her personal safety attempting to rescue another person. All occupants who are physically incapable of exiting the building without assistance should go to the nearest stair tower or area of refuge and await rescue. Notify the building proctor or responding emergency personnel of any known individual that may be unable to independently exit the building.
- Stay at the designated rally point until you are instructed to leave. This way an accurate head count can be taken. Faculty and lab assistants are responsible for the students. Keep streets, fire lanes, hydrant areas and walkways clear for emergency vehicles and

personnel.

- Upon arrival of CSUPD police or other first responders dependent on the location of the emergency, the proctor will assist them in as requested or directed. Poudre Fire Authority staff or Colorado State University police will clear the building, checking elevators, areas for the physically disabled and laboratory areas.
- Emergency alarms being turned off DOES NOT mean the building is clear and safe to re-enter. They are silenced so that emergency response personnel can communicate with each other. DO NOT RE-ENTER THE BUILDING for any reason until instructed to do so by fire department, Environmental Health Services, or police officials. In case of a full campus evacuation:
 - Evacuate as instructed in emergency announcement.
 - Leave by vehicle unless instructed otherwise.
 - Do not return to the area until instructions are received saying it is safe.
 - Move to designated rally points if unable to go home or if you are instructed to do so.
- Also see the evacuation procedures for fire emergencies described in the section on fire safety in Campus and Evacuation Procedures.

Lightning Detection and Warning System

CSU employs a lightning detection and warning system on its main Fort Collins campus. The sensor constantly monitors atmospheric conditions within a two-mile radius that can cause lightning and triggers a horn when conditions that create a danger of lightning exist. The horn “red alert” alarm activates a strobe light on the assembly that begins intermittently flashing, and one 15-second blast from the horns is sounded in all directions that can be heard 700 yards away. This serves as a warning to those within hearing distance to seek appropriate shelter for the duration of the red alert period.

All outdoor activities must cease during red alert periods, and everyone in the area should seek shelter immediately. Appropriate shelter includes surrounding buildings, automobiles, and, when one of those is not available, dense woods or low-lying areas. When the danger has passed (a minimum of 10 minutes after the original alarm), an all-clear signal is given – the strobe light will stop flashing, and three separate, five-second blasts from the horns will sound. After the all-clear signal has sounded, it is safe to resume outdoor activities. However, good judgment should still govern, and if the conditions do not appear to be safe to resume activity, wait until conditions improve.

More information about the system is available by emailing EHS@colostate.edu or calling 970- 491-4749.

The lightning system’s horns and strobe lights are tested the first Tuesday of every month at about 9 a.m.

Emergency Notifications and Timely Warnings

Emergency Notifications

Under the Clery Act, the university issues emergency notifications to students and employees when certain threatening events take place within CSU's Clery geography.

When is an emergency notification necessary?

Under the Clery Act, the institution is required to notify the university community as soon as there is reasonable confirmation of a significant emergency or dangerous situation occurring on a campus that involves an immediate threat to the health or safety of students or employees. The university is not required to alert the university community if a threat is immediately contained.

An immediate threat includes an imminent or impending threat, such as an active assailant, approaching tornado, or fire currently raging in one of our buildings. To report an emergency that presents such a threat, call 911 immediately and identify your location to the dispatcher.

Additional emergency responders or university officials may raise the need and decide to notify the university community about non-police related emergencies, such as an infectious disease outbreak.

How does CSU determine if an emergency notification should be issued due to a significant emergency or dangerous situation involving an immediate threat to health and safety?

Police-related emergencies:

CSU police immediately gather information upon responding to a report of an emergency or dangerous situation and evaluate the situation as quickly as possible for any immediate risk to the university community.

Information can be limited in the first moments of a police response, but officers will work to quickly gather initial information from as many people as possible, visually assess the situation, and look for evidence of a crime. If the information available indicates that there is an immediate risk to health and safety of campus, even if a report has not been verified as credible, the responding CSUPD officer or officers will alert their supervisors to request a review for an emergency notification. Supervisors will immediately contact the chief of police or designee with known information for immediate consideration. The chief or designee will initiate the process of sending an emergency notification.

When initiating the process for considering an emergency notification, the chief or designee will consider the overall safety of the university community. The chief or designee also will provide information appropriate to include in the notification about the incident to the public information officer or the information officer's backup to craft the alert. The chief of police or designee and the public information officer will, without delay, and considering the safety of the community, determine the content of the notification and initiate and send through the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a

victim or to contain, respond to or otherwise mitigate the emergency. Information that may harm the victim or compromise emergency response will not be included in a notification.

The information officer will coordinate notification language with the chief or designee for an immediate review for accuracy, and then send out the notification.

When an emergency or dangerous situation is reported to the CSU Police Department, the chief of police or designee will consider the facts known at that time to assess the nature of the emergency, its severity, and the areas or segments of the university community that are endangered.

The decision to issue an emergency notification may be made by the CSU chief of police, an officer expressly authorized by the chief of police, or by the Public Safety Team. Because of the urgent nature of these notices, the university's primary objective will be to confirm whether emergency conditions exist as quickly as possible, and considering the safety of the community, determine the content of the notification and initiate the notification system without delay.

When it is confirmed by the university that a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees is occurring on or nearby a campus or other locations as required by the Clery Act, the university will issue an emergency notification.

An emergency notification is issued immediately upon confirmation that a dangerous situation or emergency exists or is threatened.

During extreme circumstances, such as an active assailant, CSUPD dispatch may send an emergency alert and then the chief of police or designee and the Public Information Officer will coordinate follow up message content and the public information office will send those messages, leaving dispatch available to manage emergency calls.

The university weighs possible risk of compromising law enforcement efforts or endangering a victim of a crime before sending an emergency notification.

If a threat has been immediately contained by law enforcement, or if the incident appeared to be targeted toward specific individuals known to the assailant and there is no threat to other individuals, no warning is issued.

Some examples of situations in which an emergency notification would be considered include:

- Approaching tornado or other extreme weather conditions.
- Large scale gas leak or chemical spill on, near, or possibly approaching a campus.
- Armed intruder, active assailant or active shooter on, near, or possibly approaching a campus.
- Explosion or large fire on, near, or possibly approaching campus.

The only reason that CSU would not immediately issue a notification for a confirmed ongoing emergency

or dangerous situation would be if doing so would compromise efforts to:

- Assist a victim.
- Contain the emergency.
- Respond to the emergency, or
- otherwise mitigate the emergency.

This determination will be re-evaluated and, if situations change, an emergency notification may be issued.

Non-police related emergencies:

University officials should gather information about non-police related emergencies, such as an infectious disease outbreak, as experienced with COVID. These officials include public health employees, environmental health employees, etc., who have knowledge of emergent situations and the risks they present.

Information can be limited in the early stages of an evolving situation, but university officials will work to quickly gather initial information from as many people as possible, assess the situation, and look for confirmation of an emergency. Emergency Notifications sometimes are issued before complete information is available and before police can determine if a report is credible.

If information available indicates that there is an immediate risk to health and safety of campus, the associate vice president of Safety and Risk Services or designee will determine, along with responding offices and the Clery compliance program director, if a notification should be issued.

The associate vice president will provide information appropriate to include in a notification or notifications about the risk or threat. The public information officer will, without delay, and considering the safety of the community, work with the associate vice president and other responding units to determine the content of the notification. The public information officer will write, initiate and send the notification through the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to contain, respond to or otherwise mitigate the emergency. Information that may compromise emergency response will not be included in a notification.

Determining Segments of the University Community to Receive an Emergency Notification

University and local first responders provide information that may be included in an emergency notification and will help determine what segments of the university community should receive the notification.

To determine who receives a notification, CSUPD and the public information officer will consult about whether a risk is contained to a specific population or area of a campus and the type of alert being

issued. For non-police related notifications, the public information officer and associate vice president, along with other responding units, will determine the recipients of the notification.

Most emergency notifications will be sent to the entire university community. Some messages may be segmented through a variety of communications channels to include verbal instructions or flyers to individuals in a specific building or area, or through message lists to segmented populations, such as individuals living in a specific residence hall.

These notifications can be expanded to include other segments or the entire university population as the situation unfolds. The entire university will be notified if a threat is not contained to one geographical location or one population. The university's text and other electronic alert systems generally do not segment populations but send to all university members who are enrolled to receive them. In addition, most alerts and notifications are copied verbatim and shared on social media and the university's safety website.

Generally, all university employees and students will receive notifications, including email messages, and a text message may be sent to subscribers. All employees and students are strongly urged to sign up for text alerts; no segment of the university population is automatically enrolled. Students may enroll and verify their information through RamWeb (<https://ramweb.colostate.edu/registrar/Public/Login.aspx>) and employees may enroll and verify their information through the Human Resources self-service portal (<https://hr.colostate.edu/current-employees/payroll/employee-self-service/>).

These notifications are sent any time an emergency is reported that meets the criteria for an emergency alert, including in the middle of the night.

CSU may target specific areas or buildings on a campus with emergency notification or timely warning information in addition to or instead of mass notification or may select only specific buildings in which to share an emergency alert.

The university may also post messages about the dangerous condition on the Safety website and the shared CSUPD and Public Safety Team social media accounts (Facebook and Twitter). If assistance is needed from additional law enforcement or emergency response agencies, they will be contacted by CSUPD to request assistance. If local media is helpful or necessary to disseminate any alerts, such outlets will be contacted for assistance.

In some cases, the main university social media accounts also will share emergency information.

Emergency notifications may be issued to the entire university community through some or all of the following:

- The CSU emergency email system, which sends emails to all students and employees. No one can opt out of receiving messages.
- Postings to the Safety website – safety.colostate.edu or other appropriate websites.

- The CSU opt-in emergency text alert system. Students and employees are strongly encouraged to sign up for the university’s emergency text notification system and to periodically check to make sure that their mobile number in the system is correct. Students may enroll and verify their information through RamWeb (<https://ramweb.colostate.edu/registrar/Public/Login.aspx>) and employees may enroll and verify their information through the Human Resources self-service portal. It only takes a few moments to sign up for alerts and doing so may help save your life or the life of another.
- Students studying and employees working at the Sturm Collaboration Campus at the Arapahoe Community College are encouraged to sign up for Arapahoe Community College’s emergency alert system. To do so, download the ACC Alert App onto your smart phone. You can download the app at <https://apparmor.apparmor.com/clients/arapahoe.edu/>.
- More information about Arapahoe Community College campus safety can be found at <https://www.arapahoe.edu/advising-support/student-support/campus-safety>.
- Fliers or printed notices sent to specific offices or university community members where the threat is targeted and not immediate.
- Posted on one or more of the university’s social media sites.

Depending upon the level of threat and context of the emergency, emergency notifications may also be shared via:

- Reverse 911 calls or the Larimer Emergency Telephone Authority
- Cable television messages
- University homepage at www.colostate.edu
- Main university social media accounts
- University’s online newsletter SOURCE, at <https://source.colostate.edu/>
- Parent & Family online newsletter (<https://parentsandfamily.colostate.edu/the-hub/>) and social media accounts (called Colorado State Parents & Families on Facebook)
- CSU status recorded line 970-491-7669

Timely Warnings

When is a timely warning necessary?

When a Clery crime which occurred on Clery geography is reported to CSUPD or the Title IX office, the report is assessed for whether a serious or continuing threat is present. CSU is responsible for issuing a timely warning if a Clery Act crime has been reported on Clery geography and CSU determines there is a serious or continuing threat to the university community. The Clery Act does not define “timely,” but the intent of the warning is to promptly provide information to people to help them prevent or protect themselves from similar crimes. Timely warnings sometimes are issued before complete information is available and before police can determine if a report is credible.

How are timely warnings issued?

Once an initial report of a crime has been received that may fit the criteria for a timely warning, the

CSUPD chief or designee will determine if a timely warning should be issued. Determining if a timely warning will be sent depends on the information reported, the timing of the report, and if continuing threat to the university community is present.

Timely warnings may be issued to the entire university community through:

- The CSU emergency email system, which sends emails to all students and employees. No one can opt out of receiving messages.
- Postings to the Safety website at www.safety.colostate.edu.
- The CSU opt-in emergency text alert system. Students and employees are strongly encouraged to sign up for the university's emergency text notification system and to periodically check to make sure that their mobile number in the system is correct. Students may enroll and verify their information through RamWeb (<https://ramweb.colostate.edu/registrar/Public/Login.aspx>) and employees may enroll and verify their information through the Human Resources self-service portal. It only takes a few moments to sign up for alerts and doing so may help save your life or the life of another.
- Students studying and employees working at the Sturm Collaboration Campus are encouraged to sign up for Arapahoe Community College's emergency alert system. To do so, download the ACC Alert App onto your smart phone. You can download the app at <https://apparmor.apparmor.com/clients/arapahoe.edu/>. More information about Arapahoe Community College campus safety can be found at <https://www.arapahoe.edu/advising-support/student-support/campus-safety>.
- Fliers or printed notices sent to specific offices or university community members where the threat is targeted and not immediate.
- Warnings may also be posted on one or more of the university's social media sites.

Depending upon the level of threat and context of the emergency, emergency notification and timely warning messages may also be shared via:

- Cable television messages
- Reverse 911 calls or the Larimer Emergency Telephone Authority
- University homepage at www.colostate.edu
- Main university social media accounts
- University's online newsletter SOURCE (<https://source.colostate.edu/>)
- Parent & Family online newsletter (<https://parentsandfamily.colostate.edu/>) and social media accounts (called Colorado State Parents & Families on Facebook)
- CSU status recorded line 970-491-7669

Emergency email and text notification systems will be tested throughout the year, using test messages.

Determining the Content of the Emergency Notification or Timely Warning

The chief of police or designated officer and the CSUPD public information officer or designee will determine the content of the message. These individuals will rapidly discuss known facts that can be released without compromising a police investigation.

The information officer or designee will coordinate notification language with the chief or designee for an immediate review for accuracy, and then send out the notification.

Those issuing the notification will use the following guidelines when determining the contents of the emergency message:

- Initial alerts warn all or part of the university community of a danger and the actions they should take to safeguard their safety.
- Information pertaining to the reported incident will be screened to include the most information as possible, based on what occurred, where it occurred, and when it occurred.
- To achieve this, notifications may include available information such as descriptive phrases or words about the incident (such as robbery, assault, or hazardous materials spill), the location where an incident was reported to have occurred, the time of the incident or threat, and information that may assist with emergency response, such as a suspect description.
- Messages distributed in the early stage of a rapidly unfolding emergency will generally be short, precise, and directive. Examples include: “CSU Alert: Assault reported outside of the south entrance to the Lory Student Center. Suspect is white female wearing a pink shirt, jeans. May be armed with a tire iron.”
- Subsequent messages may be sent to inform the university community about additional details of the situation if new information becomes available, or to clarify initial information that has already been shared. These messages are generally distributed once first responders have additional information about the reported situation. Examples include: “CSU Alert 2: Suspect last seen running south through Lory Student Center plaza. Call 911 if suspect seen. When available updates at www.safety.colostate.edu.”
- When possible, an all-clear notice is sent once the situation is nearly or completely resolved.
 - The purpose of this message is to reassure the community that the university is working diligently to resolve the dangerous situation.
 - It can also be used to provide additional information about the situation and where resources will be available.
 - The notification goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.
 - Some situations do not reach a clear resolution, such as the location and arrest of a suspect, so it is not possible to always issue an all-clear.

In all emergency notifications and timely warnings, the university will follow procedures to assure that the names or identifying characteristics of crime victims are not publicly disclosed, including a review of the content of notifications by the CSU Police Department Chief.

Sharing information with the community outside of the university

- When all students receive an emergency notification, Student Affairs may share the content of that notification through its Parents and Family email list.
- The university also may post the text of all emergency notifications that are shared with the majority of the university community on its safety website (<http://www.safety.colostate.edu/>).
- Emergency notifications shared with only a geographical or segmented portion of the university population will generally not be shared online.
- The content of emergency notifications is generally also shared via the Public Safety Team and CSU Police Department joint social media accounts.

Missing Student Policy and Official Notification Procedures

CSU's missing student notification policy and official notification procedures apply to students who reside in on-campus and university housing.

If anyone believes that any CSU student who resides in on-campus and university housing is missing for more than 24 hours, he or she should immediately notify the CSU Police Department at 970-491-6425. A person also may report that a student is missing to a residence hall advisor or director or to the Residence Life main office at 970-491-4719. All missing student reports must be immediately referred to CSUPD (in any case, no more than 24 hours after the report is received). Housing and Dining Services will alert CSUPD within 24 hours of determining that a student is missing.

When a student who resides in an on-campus and university student housing facility is reported missing, CSU will investigate to determine if the student is missing, including taking any or all of the following steps:

- Contacting the student via e-mail and phone
- Conducting a welfare check into the student's room or apartment
- Contacting the student's designated confidential contact person or designated emergency contact person
- Contacting others who may know the student such as parents, guardians, roommates, club advisors, friends, floor mates, club members, and friends
- Contacting employers and associates
- Contacting the student's professors
- Attempting to locate the student's vehicle
- Searching campus locations to find the student
- Sharing the student's picture and requesting assistance from the community in obtaining pertinent information
- Checking the student's social media sites
- Proximity key access
- Meal plan use
- Any other investigative measures as determined by CSU and law enforcement officials

CSUPD may consult with university offices in determining whether a student is missing, who is the appropriate party to initiate contact with the student's emergency or designated confidential contact person, and any other actions that may be appropriate regarding the missing student.

CSU notifies all students who reside in on-campus and university housing that they may designate a confidential contact person to be notified no later than 24 hours after the student is determined to be missing. Students designate this person by completing the confidential contact form provided when they first move into the residence halls and may change their designation at any time by going online in the residence hall intranet system (students must be logged in to make changes). The confidential contact information provided by the student is accessible only to authorized campus personnel, including law enforcement, and may not be disclosed to anyone else. If the student does not register a

confidential contact person, then the student's designated emergency contact person or people shall be contacted.

The university will contact the parents, custodial parent or guardian of all unemancipated students younger than 18 who reside in on-campus and university housing within 24 hours, in addition to contacting the confidential contact person designated by the student.

CSU will notify all students living in on-campus and university housing that, if they are determined to be missing for more than 24 hours, the institution will initiate the following official notification procedures:

- The university will notify the confidential contact person identified by the missing student within 24 hours after determining that the student is missing.
- If the missing student is an unemancipated minor younger than 18, the student's custodial parent or guardian as identified in CSU records will also be notified within 24 hours from the time the student is determined missing.
- The university will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing

Interpersonal Violence: Definitions and Reporting Options

Colorado State University prohibits sexual harassment, sexual assault, domestic violence, dating violence and stalking (collectively “interpersonal violence”).

Definitions You Should Know

Sexual harassment is defined under federal Title IX regulations as conduct on the basis of sex that constitutes one or more of the following:

- 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
- 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 program or activity. Depending upon the behaviors, examples of such conduct may include, but are not limited to:
 - Gender-based bullying, including towards trans and non-binary people
 - Direct propositions of a sexual nature
 - Pressure for sexual activity
 - A pattern of conduct that includes one or more of the following:
 - Unwelcome and unnecessary touching, patting, hugging, or brushing against a person’s body
 - Remarks of a sexual nature about a person’s clothing or body, whether or not intended to be complimentary
 - Remarks about sexual activity or speculations about previous sexual experience
 - Other comments of a sexual nature, including sexually explicit statements, questions, jokes or anecdotes
 - Written or digital communications such as emails, texts, live or streaming audio or video, social media posts, etc. containing sexual comments, words or images
 - Visual displays of sexually oriented images outside the educational context
- Sexual assault, dating violence, domestic violence, or stalking as defined in laws and regulations and set forth below

Sexual assault as defined by the Clery Act is an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting program. Per the National Incident-Based Reporting System User Manual from the FBI Uniform Crime Reporting program, a sex offense is “any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.”

- Rape is 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.
- Fondling is 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.
- Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory rape is sexual intercourse with a person who is under the statutory age of consent as determined by the law of the jurisdiction where the event takes place.

Sexual assault is also defined in Colorado by statute C.R.S. § 18-3-402 as follows: Any actor who knowingly inflicts sexual intrusion or sexual penetration on a victim commits sexual assault if:

- The actor causes submission of the victim by means of sufficient consequence reasonably calculated to cause submission against the victim's will; or
- The actor knows that the victim is incapable of appraising the nature of the victim's conduct; or
- The actor knows that the victim submits erroneously, believing the actor to be the victim's spouse; or
- At the time of the commission of the act, the victim is less than fifteen years of age, and the actor is at least four years older than the victim and is not the spouse of the victim; or
- At the time of the commission of the act, the victim is at least fifteen years of age, but less than seventeen years of age and the actor is at least ten years older than the victim and is not the spouse of the victim; or
- The victim is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over the victim and uses this position of authority to coerce the victim to submit, unless the act is incident to a lawful search; or
- The actor, while purporting to offer a medical service, engages in treatment or examination of a victim for other than a bona fide medical purpose or in a manner substantially inconsistent with reasonable medical practices; or
- The victim is physically helpless and the actor knows the victim is physically helpless and the victim has not consented.

Domestic violence as defined in the Clery Act includes felony or misdemeanor crimes of violence committed by someone who is a:

- Current or former spouse or partner of the victim

- Person with whom the victim shares a child in common
- Person who is cohabitating with or has cohabitated with the victim as a spouse or partner
- Person similarly situated to a spouse of the victim under the domestic or family violence laws of Colorado
- Or any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction

In Colorado, the criminal law definition of domestic violence is found in C.R.S. § 18-6-800.3, as follows:

- Domestic violence means an act or threatened act of violence upon a person with whom the actor is or has been involved in an intimate relationship. Domestic violence also includes any other crime against a person, or against property, including an animal, or any municipal ordinance violation against a person, or against property, including an animal, when used as a method of coercion, control, punishment, intimidation, or revenge directed against a person with whom the actor is or has been involved in an intimate relationship.
- Intimate relationship means a relationship between spouses, former spouses, past or present unmarried couples, or persons who are both the parents of the same child regardless of whether the persons have been married or have lived together at any time.

It is notable that Colorado law requires a mandatory arrest in certain circumstances. Where an officer has probable cause to believe that an individual has violated a valid restraining order, or where an officer has probable cause to believe that a crime of domestic violence has been committed an arrest is mandated; officers have no discretion. Often, police receive calls from the victims, from friends, or from concerned neighbors who hear the noise of an argument or fight.

Dating violence as defined by the Clery Act means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based on the reporting party's statement and with consideration of:

- Length of the relationship
- Type of relationship
- Frequency of interaction between the people involved in the relationship

Colorado does not define the term dating violence in its statutes. However, the definition above for domestic violence is broad enough to encompass interpersonal violence between persons in an intimate relationship.

Stalking as defined by the Clery Act means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for a person's safety or the

safety of others or suffer substantial emotional distress.

- Course of conduct means two or more acts, including but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
- Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Stalking is a crime in Colorado and is on the rise in many academic settings. Colorado law (C.R.S. §18-3-602) defines stalking as follows:

A person commits stalking if directly, or indirectly through another person, the person knowingly commits one or more of these acts:

- Makes a credible threat to another person and, in connection with the threat, repeatedly follows, approaches, contacts, or places under surveillance that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship.
- Makes a credible threat to another person and, in connection with the threat, repeatedly makes any form of communication with that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship, regardless of whether a conversation ensues.
- Repeatedly follows, approaches, contacts, places under surveillance, or makes any form of communication with another person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship in a manner that would cause a reasonable person to suffer serious emotional distress and does cause that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship to suffer serious emotional distress. For purposes of this paragraph, a victim need not show that he or she received professional treatment or counseling to show that he or she suffered serious emotional distress.

If you believe you are being stalked, let someone know. Document all activities related to the person who you believe may be stalking you and report the incident to the police. Don't discount the situation and ignore red flags. Trust your judgment. If a situation doesn't feel right, ask for help.

Consent is defined under Colorado law as "cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent under the provisions of this [statute]. Submission under the influence of fear shall not constitute consent." [C.R.S. §18-3-401(1.5)].

It is the responsibility of every individual to ensure they have the consent of others to engage in sexual activity. Communication regarding consent consists of mutually understandable words or actions that indicate an unambiguous willingness to engage in specific sexual activity at the same time, in the same way. In the absence of clear communication or outward demonstration, there is no consent. Lack of protest, lack of resistance, or silence do not alone constitute consent.

Consent must be all of the following:

- **Knowing:** All individuals understand, are aware of, and agree as to the “who” (same partners), “what” (same acts), “where” (same location), “when” (same time), and “how” (the same way and under the same conditions) of the sexual activity.
- **Active:** Consent must take the form of “clearly understandable words or actions” that reveal one’s expectations and agreement to engage in specific sexual activity. This means that silence, passivity, submission, or the lack of verbal or physical resistance (including the lack of a “no”) should not – in and of themselves – be understood as consent. Consent cannot be inferred by an individual’s manner of dress, the giving or acceptance of gifts, the extension or acceptance of an invitation to go to a private room or location, or on a date.
- **Voluntary:** Consent must be freely given and cannot be the result of respondent’s intimidation (extortion, menacing behavior, bullying), coercion (severe or persistent pressure causing fear of significant consequences from respondent if one does not engage in sexual activity), force (violence, physical restraint, or the presence of a weapon), threats (indications of intent to harm, whether direct or indirect), or fraud (misrepresentation or material omission about oneself or the present situation in order to gain permission for sexual or intimate activity).
- **Present and Ongoing:** Consent must exist at the time of sexual activity. Consent to previous sexual activity does not imply consent to later sexual acts; similarly, consent to one type of sexual activity does not imply consent to other sexual acts. Consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another person.

Consent may also be withdrawn at any time, for any reason, provided the person withdrawing consent makes that known in clearly understandable words or actions. Even if a person agreed to a sexual interaction or continued sexual interaction, that person has the right to change their mind, at any time, irrespective of how much sexual interaction may have already taken place.

Consent to any one form of sexual activity does not imply consent to any other forms of sexual activity. The existence of a dating relationship or past sexual relations between the individuals involved is not conclusive evidence of consent in another instance (nor will subsequent sexual relations or dating relationship alone suffice as evidence of previous consent).

Reporting Interpersonal Violence

Victims are not required to report to law enforcement to receive assistance. However, reporting enables the university to act to prevent a recurrence and protect both the victim and the university community. Anyone who may be the victim of sexual harassment, sexual misconduct, relationship violence, or stalking, or who is a bystander observing such behavior, is encouraged to report it.

Procedures Victims Should Follow

When an incident of sexual assault, domestic violence, dating violence, or stalking is reported, victims are informed in writing that it is important to preserve evidence so that a successful criminal prosecution remains an option. This also aids in any action to obtain a protective order. The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam – which is important both to address any health issues that may arise and so that evidence may be collected. Any clothing removed should be placed in a paper, not plastic, bag.

When an incident of interpersonal violence occurs, consider taking one or all of the following steps.

Reporting to Office of Title IX Programs through the following options: <https://titleix.colostate.edu/>
titleix@colostate.edu 970-491-1715

Document evidence of violence, such as bruising or other visible injuries, by taking photographs. Save evidence of stalking including any communication, such as written notes, text messages, emails, voice mail or other communications should be saved. Do not alter these messages by forwarding them or changing them in any way.

Victims of sexual assault, domestic violence, dating violence, or stalking who engage with the Office of Title IX Programs and Gender Equity are informed, in writing, that they have several options available to them for involving law enforcement and university authorities.

Additional options and how to complete them are as follows:

Report the incident to the police

- The victim or bystander may make a report to the CSU Police Department whenever a person has been impacted by one of these crimes. In an emergency or when threat of harm is imminent, immediately call 911. In non-emergencies, contact CSU police at 970-491-6425, or file a report online at police.colostate.edu/report-crime/. You may also go in person to the CSU Police Department in Green Hall.
- For crimes occurring off-campus, contact law enforcement for the local jurisdiction. Fort

Collins Police Services may be reached at 970-221-6540. When a police report is made, the police will interview the person making the report, the victims, any witnesses, and the person or people alleged to have committed a crime.

Receive assistance in reporting the incident to the police

- For help in making a report to law enforcement, contact the Office of Title IX Programs and Gender Equity by calling 970-491-1715. They will explain the steps required and what is involved and will contact the appropriate law enforcement agency on your behalf to help you make the report.
- Assistance may also be obtained by contacting the Women and Gender Advocacy Center at 970-492-4242.

Decline to contact law enforcement, but still get help

- A victim of a crime may decline to contact law enforcement.
- The Office of Title IX Programs and Gender Equity provides victims with written notice of their rights and options and can help obtain supportive measures such as no-contact orders. A no-contact order is issued by the University to a student or employee requiring them to stay away from the other party, while a restraining order, also known as a “civil protection order,” is a court order which protects one party by prohibiting another from certain conduct, communications, or requiring them to stay a certain distance away from the protected person’s home, school or workplace. Violation of the protection order is a criminal offense.
- Call 970-491-1715 or visit the Office of Title IX Programs and Gender Equity website at titleix.colostate.edu for more information.

Victims are informed in writing that the Office of Title IX Programs and Gender Equity can issue no-contact orders to a student who is alleged to have committed discrimination, harassment, sexual harassment, sexual assault, interpersonal violence, stalking, or retaliation. The Office of Title IX Programs and Gender Equity can be reached at (970) 491-1715 or email titleix@colostate.edu.

No-contact orders and other interim and supportive measures may be issued by the Office of Title IX Programs and Gender Equity (see “Accommodations and Supportive Measures against Interpersonal Violence” in this report).

Criminal and civil courts can also issue restraining orders and other protective orders to crime victims, whether before, during, or after a criminal or civil trial (for example, by prohibiting the alleged perpetrator of the crime from having any contact with, or being within a certain distance of, the victim).

The University is not responsible for enforcing a restraining order issued by the court, however,

the existence or violation of a court order may be considered by the University when determining if interim measures or disciplinary action may be warranted under University policy. Restraining orders are obtained by petitioning the local court for the jurisdiction, and assistance with the process may be provided through Women and Gender Advocacy Center by calling 970- 491-6384 or emailing WGAC@colostate.edu.

Any accommodations or supportive measures provided by the university to the victim will be maintained as confidential, to the extent that maintaining confidentiality would not impair the ability of the institution to provide such measures. Information is shared with university officials on a need-to-know basis as determined by the Office of Title IX Programs and Gender Equity.

To file a request for an accommodation or supportive measure, students should contact the Office of Title IX Programs and Gender Equity online at https://cm.maxient.com/reportingform.php?ColoradoStateUniv&layout_id=17, via email at titleix@colostate.edu, by phone at 970-491-1715, and in person at the Office of Title IX Programs and Gender Equity 123 Student Services Building Colorado State University Fort Collins, CO 80523.

The Office of Equal Opportunity (970-491-5836) assists employees who have been impacted by these crimes.

Procedures the University Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault or Stalking is Reported

The university has procedures in place to help victims report sexual misconduct, including sexual assault, domestic violence or dating violence, or stalking. Victims are encouraged to report sexual misconduct to CSUPD or the Office of Title IX Programs and Gender Equity.

Procedures taken when a report is made include informing individuals of their right to file or not to file criminal charges; the availability of counseling, health, mental health, victim advocacy, legal assistance referrals, visa and immigration assistance, and other university and non-university services; and additional remedies to prevent contact between a complainant and an accused party, such as no-contact directives or housing, academic, transportation, or working accommodations, if reasonably available.

The university will make accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to local law enforcement.

Victim Confidentiality

CSU recognizes the often-sensitive nature of sexual assault, domestic violence, dating violence, and stalking incidents. CSU offers confidential resources and protects the privacy of any

individual who makes a report to the extent possible, while also meeting any obligations related to the investigation and response to known reports to protect the victim, prevent a recurrence or protect campus safety.

Information about reports will only be shared with university personnel as needed to investigate and effectively respond to the report. Every effort will be made to limit the scope of information shared on an as-needed basis.

Reports made to medical professionals, licensed mental health counselors, and Victim Assistance Team members will not be shared with any third parties except in cases of imminent danger to the victim or a third party, or when abuse of someone currently under 18 is reported.

Advocates receive special training in the physical, psychological, and legal ramifications of sexual assault. Advocates are bound by state statute to maintain strict confidentiality. All publicly available records, including crime statistics published in this report given by advocates to other offices at the university will keep the confidentiality of the victim and any other necessary parties, to the extent allowed by law.

Information gained as part of victim advocacy must be treated confidentially and cannot be released without the victim's permission.

Advocates will provide information about options related to crime reporting, but the final decision is up to the individual victim.

Information about Registered Sex Offenders

Information about sex offenders currently registered at the university is available at the CSU Police Department Records Section during normal business hours by calling 970-491-6425.

The Larimer County sex offender registry can be found at <https://www.larimer.org/sheriff/sexoffenders#/app/agree>.

The Colorado convicted sex offender search website (<https://apps.colorado.gov/apps/dps/sor/>) includes information regarding sexually violent predators, multiple offenders, persons who have been convicted of a felony sex offense, and those sex offenders who have failed to register.

Disciplinary action in cases of alleged interpersonal violence

CSU strictly prohibits all acts of sexual harassment, sexual assault, domestic violence, dating violence, and stalking (interpersonal violence).

Interpersonal violence incidents involving students that are not governed by Title IX because they occur off-campus or outside the context of University education programs and activities are investigated by trained University investigators, and referred for review and potential discipline under the Student Conduct Code (<https://resolutioncenter.colostate.edu/wp-content/uploads/sites/32/2018/08/Student-Conduct-Code-v2018.pdf>). Incidents involving students that governed by Title IX because they occur on campus or as part of University education programs and activities are addressed through the Title IX Sexual Harassment policy (<http://policylibrary.colostate.edu/policy.aspx?id=773>).

In cases involving employees, the complaints are reviewed under the Title IX policy as well as the CSU Policy on Discrimination and Harassment (<http://policylibrary.colostate.edu/policy.aspx?id=710>). Individuals may also face criminal investigation and prosecution in addition to any actions under CSU policies and procedures.

The university may receive reports of interpersonal violence from a variety of sources including:

- Victims and witnesses
- Campus security authorities
- Responsible employees
- Other law enforcement agencies
- University offices such as the Office of Support & Safety Assessment
- Members of the community who are not campus security authorities but who learn of an incident and choose to report it

A report of interpersonal violence can be made online (https://cm.maxient.com/reportingform.php?ColoradoStateUniv&layout_id=17), via email at titleix@colostate.edu, by phone at 970-491-1715, and in person at the Office of Title IX Programs and Gender Equity 123 Student Services Building Colorado State University Fort Collins, CO, 80523. For complaints against an employee for sexual harassment, sexual assault, domestic violence, dating violence, or stalking, complainants may also contact:

Office of Equal Opportunity
970-491-5836
oeo@colostate.edu
Room 101 in the Student Services Building

In all cases, whether involving a disciplinary process for students or employees, the university will provide a prompt, equitable, fair and impartial process from the initial investigation to the final result.

Information About Disciplinary Proceedings for Students Under the Title IX Policy

In the case of a report of sexual assault, domestic violence, dating violence, or stalking that occurs on campus or as part of CSU education programs and activities, proceedings are governed under the CSU policy on Title IX Sexual Harassment (<http://policylibrary.colostate.edu/policy.aspx?id=773>) and the related procedures for investigating and responding to complaints of sexual harassment under Title IX Laws and Regulations (<https://titleix.colostate.edu/procedures/>).

The main steps in the disciplinary process for students when handled by the Title IX office and anticipated timelines for each include:

- Report received. Office of Title IX Programs and Gender Equity is responsible for receiving and reviewing reports of interpersonal violence.
- Preliminary inquiry. Office of Title IX Programs and Gender Equity is the responsible decisionmaker and determines if the reported behaviors may constitute a policy violation. The approximate timeline for this step is 30 days.
- Investigation and issuance of investigation report is the responsibility of Office of Title IX Programs and Gender Equity. This step may take approximately 90 days.
- Informal resolution, where applicable involving student responding parties. Student Resolution Center is the office responsible for assisting in informal resolution (defined below) within approximately 60 days.
- All parties (complainant and respondent) are given 10 business days to review and respond to the investigation report.
- Formal hearing or issuance of findings is the responsibility of a hearing officer. This process may take up to 45 days.
- The complainant and respondent are provided 10 business days to file appeals.
- If an appeal is filed, an appeal panel has 21 days to consider the appeal and decide.

The informal resolution process is voluntary. It is designed to resolve complaints without a hearing while meeting the needs and interests of the parties. It is available only after a formal complaint has been filed and at any time during the investigation.

All parties and the Title IX Coordinator or designee must agree in writing to participate for an informal resolution procedure to be used, and all parties must agree in writing to the proposed resolution. If the parties are unable to agree, or if any party chooses not to engage in or to withdraw from the informal resolution procedure before it concludes, then the informal resolution procedure will terminate, and

formal grievance procedures will be followed.

Pursuing an informal resolution does not preclude later use of a formal investigation if new information becomes available or if the informal resolution does not achieve its intended purpose. The Title IX Coordinator or designee may initiate an investigation at any time that the Title IX Coordinator deems it appropriate, solely at the discretion of the Title IX Coordinator.

Extensions of time are granted in circumstances where there is good cause. Every situation is different and many factors can affect the timeline.

Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking when governed under the Title IX Sexual Harassment policy include the following:

- A signed written, formal complaint submitted by impacted party outlining allegations requesting a formal investigation into the allegations.
- Complaint is reviewed by the Title IX Coordinator who issues a determination to open investigation or dismiss complaint.
- The need for accommodations or protective measures is assessed and these measures are issued if needed.
- A notice of investigation is issued simultaneously to both impacted party and responding party.
- Both impacted party (the complainant or victim) and responding party (the accused) are entitled to updates throughout the investigation.
- Both parties are afforded the same rights during the investigation, adjudication and appeal stages of the proceedings.

If disciplinary proceedings are appropriate, written notice will be provided to both parties and a hearing will be scheduled.

A hearing officer will conduct a live hearing. The parties will have the opportunity to cross examine each other and witnesses. At no time may parties conduct cross examination. All cross examination will be conducted by party's advisor.

Determinations are made by the hearing officer using the preponderance of the evidence standard, which means that a responding party is found responsible for violating the policy if it is more likely than not that the alleged misconduct occurred. This standard of evidence is used for all interpersonal violence allegations.

In all proceedings, including any related meetings or hearings, both the impacted party and responding party are entitled to the same opportunities to have others present at the hearing. This includes the right to be accompanied by a support person of their choice as well as an advisor. A support person is any individual who provides the party support, guidance or advice and may, but need not be, an

attorney. An advisor is someone who during a live hearing will conduct cross-examination of the other parties and witnesses; the party cannot personally conduct cross-examination of the other party. If during the hearing a party does not have an advisor present the university will appoint one to conduct cross examination on their behalf.

Both parties are informed simultaneously in writing of the outcome of the proceeding and the procedure and timeframe in which to file an appeal of the outcome, of any change to the results that occurs because of the appeal, and when such results become final

Responding parties found responsible for interpersonal violence face university disciplinary action. Remedies will be issued to the impacted party.

All investigations and proceedings are conducted by officials who receive annual training on interpersonal violence investigation and adjudication, how to investigate fairly and impartially, and how to conduct a proceeding in a manner that protects the safety of the parties and promotes accountability.

Full text of procedures, policies, and definitions can be found at this Title IX website (<https://titleix.colostate.edu/procedures/>).

Information About Disciplinary Proceedings for Students Under the Student Conduct Code

The student conduct process begins when Student Conduct Services receives a written report of an incident. These reports include but are not limited to police reports, investigation reports from the Office of Title IX Programs and Gender Equity, or incident reports from faculty, staff, or students. A Hearing Officer will review the information available to decide next steps. If a Hearing Officer reviews a report and determines that alleged behaviors do not violate the Code, no action will be taken. If, however, it appears the student may have engaged in prohibited conduct as identified in the Code, a Hearing Officer may assign charges and schedule a hearing or pursue an alternative resolution process.

If a hearing is necessary, it is facilitated by a Hearing Officer authorized by the Director of the Student Resolution Center. The purpose of the student conduct hearing is to discuss alleged violations of the Code. As part of this process, students will be asked to share their perspective related to the alleged violations and discuss personal responsibility as well as community impact. Those charged with engaging in prohibited conduct will have the opportunity to receive a fair hearing. The formal rules of process, procedure and evidence used by the criminal justice system do not apply to the student conduct process.

The standard of proof for code violations is a preponderance of the evidence standard. The evidence must demonstrate that it is more likely than not that the violation occurred.

Parties involved in the hearing may bring a support person or advisor to the hearing, at their own expense. The support person or advisor may be an attorney. The support person or advisor may not speak directly on the student's behalf. The support person or advisor may not serve in a dual role as a witness in the hearing. In cases

involving alleged violence (including domestic violence and dating violence), sexual misconduct, or stalking a support person or advisor may not be another student except for extraordinary circumstances and approved by a hearing officer.

The parties may bring or request relevant witnesses. A request for witnesses must be made at least one business day prior to a scheduled hearing. Witnesses may be present only when they are giving information. Witnesses may not serve in the dual role as a support person. The Hearing Officer has the discretion to ensure questions are relevant to the case.

Student Conduct Services is committed to providing necessary accommodations to ensure a fair and safe process for participants. Accommodations will take into consideration disabilities, personal safety and language differences.

The hearing officer decides and determines the finding of responsibility for each charge based on the preponderance of information standard. If found responsible for engaging in prohibited conduct as outlined in the Student Conduct Code, the hearing officer from the date of the hearing to provide a decision to a responding party. The number of days may be extended at the discretion of the hearing officer, who will notify all parties of any delay. The hearing outcome will include the findings of responsibility, rationale for the findings, sanctions (if applicable), and information on the appeal process.

An appeal must be submitted online within ten business days after the hearing officer's decision is sent to the involved parties. A hearing officer's decision is considered final if an appeal is not submitted within the specified time. Appeals submitted by another party on a student's behalf will only be accepted when a student acknowledges and affirms that the appeal represents their position.

Once an appeal is submitted it is reviewed by the chair of the Appeal Committee. While an appeal is pending, the responding party must comply with all sanctions and restrictions from the Hearing Officer's decision, unless otherwise specified by the Hearing Officer. An appeal is limited to a review of the record of the hearing and supporting information that was evaluated in the decision-making process. New information will only be considered if the chair determines that the information was not available at the time of the hearing.

Information About Disciplinary Proceedings Involving Employees

Investigation of interpersonal violence incidents are coordinated between the Title IX office and the Office of Equal Opportunity. Incidents that occur on campus or as part of University education programs and activities are addressed under the Title IX policy, as set forth above. Incidents that are not subject to Title IX are reviewed under CSU's Discrimination and Harassment policy and Sexual Harassment Complaint Procedures.

All proceedings involving employees will:

- Include a prompt, fair, and impartial process from the initial investigation to the final

result.

- Be conducted by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to investigate and hearing process that protects the safety of victims and promotes accountability.
- Provide the accuser and the accused with the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice.
- Not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding; however, the institution may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.
- Provide for simultaneous notification, in writing, to both the accuser and the accused, of:
 - The result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking.
 - The institution's procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding, if such procedures are available.
 - Any change to the result.
 - When results become final.
 - Options for appeal.

Tenured faculty members found responsible for policy violation may be entitled to additional due process pursuant to Section E.15 of the Faculty Manual (<https://faculty council.colostate.edu/faculty-manual-section-e/#E.15>).

If a tenured faculty member does not accept disciplinary action in response to a finding of responsibility for a policy violation, the matter may proceed to formal hearing, which includes:

- notice of the alleged violation
- a discussion to determine if an agreement may be reached on appropriate discipline (within 3 days of notice)
- if no agreement is reached, the faculty member may provide a written response to the allegations (within 10 days of notice)
- a hearing committee will be convened and a hearing will be conducted
- following the hearing, if 2/3 of the committee believe disciplinary action is appropriate, the committee will make a recommendation for disciplinary action
- the applicable academic supervisor will review the recommendations and make a

- recommendation to the applicable dean of the college
- and the dean will make a recommendation for disciplinary action to the provost
- the provost will then make a recommendation to the university president for final disciplinary action

Discipline of state classified employees is governed by state personnel board rules.

Prior to imposing discipline, the appointing authority for the University must meet with the employee to present information about the reason for potential discipline, disclose the source of that information unless prohibited by law, and give the employee an opportunity to respond.

The purpose of the meeting is to exchange information before making a final decision. The appointing authority and employee are each allowed one representative of their choice. Statements during the meeting are not privileged. The employee will be allowed up to five business days after the meeting to provide the appointing authority any additional information relating to issues discussed at the meeting. The appointing authority must provide written notice of the meeting at least three business days prior to the meeting.

The written notice must contain the date, time, and location of the meeting; the purpose of the meeting; general information about the underlying reasons for scheduling the meeting; the employee's right to present information at the meeting; and the right to have a representative of choice accompany the employee to the meeting.

If reasonable attempts to hold the meeting fail, the appointing authority may send written notice advising the employee of the possibility of discipline and stating the alleged reasons. The employee has 10 days from receipt of the notice to respond in writing. After the meeting or review of any information submitted by the employee, discipline may be imposed.

Disciplinary Sanctions for Students

For a student found responsible for violating the Student Conduct Code, disciplinary sanctions may be imposed pursuant to the Student Conduct Code, up to and including expulsion from CSU.

Disciplinary sanctions include:

- Disciplinary standings
 - Disciplinary probation
 - Loss of good standing
 - Disciplinary suspension
 - Deferred disciplinary suspension
 - Disciplinary expulsion
 - Loss of student organization recognition
- Discretionary sanctions

- Alcohol and drug education, intervention, or treatment
- A continuum of conflict resolution processes
- Withholding or revocation of a degree
- Educational sanctions
- Restorative sanctions
- Temporary or permanent University housing modification including removal from University housing
- Interpersonal violence evaluation/treatment
- Parent or guardian notification (student under the age of 21)
- Compliance with court-ordered sanctions

Disciplinary Sanctions for Employees

For an employee found responsible for violating a university policy, disciplinary sanctions may be imposed pursuant to applicable policies and procedures, up to and including termination from university employment.

Any disciplinary action for a tenured faculty member must follow the procedures outlined in Section E.15, Disciplinary Action for Tenured Faculty, of the Faculty and Administrative Professional Manual.

Disciplinary sanctions include:

- Coaching
- Verbal reprimand, documented conversation
- Pay reduction
- Suspension without pay
- Demotion
- Facilitation or mediation
- Change in job responsibilities
- Letter of expectation
- Termination
- Loss of tenure, if applicable

For state classified employees, this may include a corrective action, which is intended to correct and improve performance or behavior and does not affect current base pay, status, or tenure.

Additional disciplinary actions may include but are not limited to an adjustment of base pay to a lower rate in the pay grade; base pay below the grade minimum for a specified period not to exceed 12 months; prohibitions of promotions or transfers for a specified period of time; demotion; dismissal; and suspension without pay.

Notification of Victims' Rights and Options

Every reported victim of an incident of sexual assault, domestic violence, dating violence, or stalking covered by university policy, whether the incident occurred on or off campus, will receive written notification of options and rights. These options and rights apply to both students and employees, although the specific options may be different in each case. These include:

- Both parties receive a copy of the policy and procedures and notice of the specific nature of the allegations against the responding party.
- Victims receive information about:
 - Supportive measures.
 - The resources available to victims as noted above and below.
 - How to make a report to the police, if the victim has not already done so.

The university provides support to people who have been the victims of any crime or violation of university policy. People who have been victimized by a university student may choose to report the incident to the CSU police or to the Office of Title IX Programs and Gender Equity to initiate criminal or disciplinary action. In addition to any action deemed necessary by CSU police, a report will also be forwarded to the Office of Title IX Programs and Gender Equity for consideration of disciplinary action against a student.

Colorado State University will provide victims of crime, including crimes of sexual assault, domestic violence, dating violence, and stalking, with the best possible care and services. CSU will provide written notification to students and employees about support and services available to them, including:

- Physical, mental health, and counseling services
- Victim advocacy services
- Legal assistance
- Visa and immigration assistance
- Student financial aid
- Help with academic issues that may arise
- Changes to living situations
- Help with transportation
- Help with employment situations
- Supportive measures
- Other services available for victims, both within the university and in the community

The above support and services are available to victims whether or not they choose to report the incident to law enforcement. To learn more about these support services and the option to have changes made to a victim's situation, contact The Office of Title IX Programs and Gender Equity.

Resources and services at Colorado State University include:

CSU Police Department 970-491-6425
750 Meridian Ave. Fort Collins, CO <https://police.colostate.edu/>

Sexual Assault Victim Assistance Team through the Women and Gender Advocacy Center 970-491-6384
112 Student Services Building, Fort Collins, CO
<https://wgac.colostate.edu/involvement/courses/victim-assistance-team-volunteers/>

CSU Health Network (available to students who pay fees) 970-491-7121
151 W. Lake Street (corner of College Ave. and Prospect Rd.) Fort Collins, CO
<https://health.colostate.edu/>

Counseling Services (available to students who pay fees) 970-491-6053
151 W. Lake Street (corner of College Ave. and Prospect Rd.) Fort Collins, CO
<https://health.colostate.edu/about-counseling-services/>

Support and Safety Assessment 970-491-7407
226 Student Services Building, Fort Collins, CO <https://supportandsafety.colostate.edu/>

Student Resolution Center 970-491-7165
501 W. Lake St, Suite A, Aggie Village, Walnut Hall Fort Collins, CO
<https://resolutioncenter.colostate.edu/>

Student Legal Services 970-491-1482
284 Lory Student Center Fort Collins, CO <https://sls.colostate.edu/>

Student Legal Services assists students who are victimized by crime, including assistance with non-immigrant visas through a free initial consultation and a referral to an immigration attorney.

Student Legal Services will advise victims regarding legal and university processes, victim impact statements for the prosecutor's office, no contact orders, civil protection or restraining orders, and other options.

When Student Legal Services has a conflict of interest preventing assistance for a victim, the office will assure that the student is put in contact with the victim advocacy program through the District Attorney's office.

If there are other areas of need not served by that program, Student Legal Services may refer a victim for an initial advisement by a community attorney at no charge to the student.

Office of International
Programs
970-491-5917
Laurel Hall Fort Collins, CO
<https://international.colostate.edu/>

The Office of International Programs can help with visas to return to the United States after an absence, and referrals to immigration attorneys.

Office of Financial Aid 970-491-6321
Centennial Hall, 1000 East Dr, Fort Collins, CO <https://financialaid.colostate.edu/>

Office of the Registrar
970-491-4860
Centennial Hall, 1000 East Dr, Fort Collins, CO <https://registrar.colostate.edu/>

Office of the Ombuds 970-491-1527
316 General Services Building, 1251 S. Mason St. Fort Collins, CO <https://ombuds.colostate.edu/>

Employee Assistance Program 970-491-3437
316 General Services Building, 1251 S. Mason St. Fort Collins, CO
<https://hr.colostate.edu/employee-assistance-program/>

Resources available in the community include:

SAVA - Sexual Assault Victim Advocate Center 970-472-4204
<https://savacenter.org/>

Crossroads Safehouse 970-530-2353
<https://crossroadssafehouse.org/>

RAINN - Rape, Abuse & Incest National Network 1-800-656-HOPE (4673)
<https://www.rainn.org/>

Rocky Mountain Victim Law Center
303-295-2001
<https://www.rmvictimlaw.org/>

CSU police will investigate reports of crimes and can provide options for pursuing criminal or civil charges, or university discipline against the assailant. Crimes reported anonymously will also be investigated.

Victims who receive personal support from university resources can expect:

- To be treated with respect
- To have confidentiality maintained (within the bounds of the law and university policy)
- To have university or criminal proceedings fully explained
- To receive assistance in relocation within or to other housing if desired
- To receive referral information for support services
- At the victim's request, to receive university assistance to deter harassment or retribution

If university disciplinary action is initiated, the victim can expect:

- To be notified of scheduled disciplinary proceedings
- To be apprised of potential hearing outcomes
- To attend the disciplinary hearing if the victim desires to do so
- To be accompanied by an adviser or support person at the hearing
- To provide a victim impact statement
- To be informed of the outcome of the hearing
- At the victim's request, to be informed (to the extent permitted by law) of the impending return of the perpetrator to campus, if the conditions of the suspension or dismissal were met prior to the victim's departure from campus

The university will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the outcome of any disciplinary proceeding conducted by the institution as it pertains to the victim. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be provided notice.

Brochures detailing victims' rights in crimes, published by the Larimer County District Attorney, are available at all local law enforcement agencies including CSUPD. CSUPD also carries information about university resources for students.

About Support Offered by the CSU Women and Gender Advocacy Center

The CSU Women and Gender Advocacy Center (970-491-6384, www.wgac.colostate.edu) provides ongoing advocacy for survivors of interpersonal violence and their support systems. The center provides support around legal, medical, emotional, academic, and university disciplinary options and concerns and will go with a survivor to on-campus or off-campus services, including to the police or hospital.

The Women and Gender Advocacy Center also trains and oversees the CSU Victim Assistance Team (<https://wgac.colostate.edu/involvement/courses/victim-assistance-team-volunteers/>).

The university provides a Victim Assistance Team to students who are the victims of interpersonal violence and their support system. In some circumstances employees can receive services as well.

- Team members receive special training in physical, psychological, and legal ramifications of interpersonal violence.
- Team members are bound by state statute to maintain strict confidentiality.
- Any information a victim's advocate learns while supporting a victim must be treated confidentially and cannot be released without the victim's permission.
- Team members will provide information about options related to crime reporting, medical needs (including SANE exams), and other resources but the final decision to report is up to the individual victim.
- The Victim Assistance Team confidentially supports university community members who have experienced interpersonal violence.
- Team members are on call 24 hours a day, every day of the year.
- Request an advocate by calling 970-492- 4242.
- The Victim Assistance Team hotline can be used in situations resulting from interpersonal violence, including coping skills and sensory grounding.
- Team members can perform safety assessments and help create a safety plan.
- Contacting the team does not require the caller to make a police, university, or Title IX report.
- General information regarding Victim Assistance Team can be obtained by calling the Women and Gender Advocacy Center at 970-491-6384.

The advocates in the Women and Gender Advocacy Center can provide all of the support found above. In addition, advocates within the Women and Gender Advocacy Center:

- Strive to support survivor self-actualization, meaning making, and sense of control over both their experiences with services and broader life circumstances.
- Aim to address the significant mental and physical impact of trauma caused and exacerbated by violence.
- Increase knowledge of and access to basic needs, academic resources, criminal and/or civil legal systems, and health and psychological services both on and off campus.
- Work to reduce isolation by supporting students in identifying, building, and repairing formal and informal support networks.
- Help survivors with academic safety planning and support in addressing the educational impact of experiencing interpersonal violence.
- Improve survivor outcomes by educating the whole university community on trauma informed care and the intersections of interpersonal violence with other forms of oppression, thus increasing the understanding of services, promoting survivor needs, and minimizing harm.

Fort Collins Police Services provides a free, non-confidential advocacy service that can assist employees and other members of the community who are engaged in reporting to that law enforcement agency. More information is available at <https://www.fcgov.com/police/victims-assistance.php>.

Personal Safety Tips

- Victims of sexual assault are not at fault for what has been done to them, whether drugs, alcohol or other intoxicants were used or not. The perpetrators of this crime are fully responsible for their illegal behavior.
- Allow people to make decisions for themselves – resist making them feel that they “owe you” something.
- Be alert for unhealthy dynamics in relationships.
- Because of the frequency of acquaintance sexual assaults in campus communities, it is best to be very explicit with dates about how intimate you expect the relationship to be.
- The vast majority of sexual assaults reported within the CSU community are committed by someone the survivor knows (more than 95 percent).
- Do not assume that you have consent. Some people believe that consent to any level of intimacy implies consent to sexual intercourse. This is not true – anyone can say “no” or “stop” at any time. Silence never equals consent.
- Often, assailants target victims who have been using drugs, alcohol or other intoxicants because of their increased vulnerability. Some people also intentionally coerce their intended victim to become intoxicated on alcohol or drugs.
- In Colorado, it is a criminal offense to have sexual contact or intercourse with someone who has been using drugs, alcohol or other intoxicants if they are unable to indicate their consent or lack of consent.
- In some instances, drugs are used that impair someone’s ability to know what is going on and to subsequently make them more vulnerable to sexual assault. Drugs like GHB or Rohypnol (roofies) can be secretly slipped into a beverage, nonalcoholic and alcoholic drinks alike. The drug has no smell or taste and generally no color. These drugs can be present at bars and clubs, but also at parties and intimate gatherings. The reality is that date rape drugs can be slipped into a drink by a perpetrator at any social setting.

Accommodations and Protective or Supportive Measures against Interpersonal Violence

CSU is committed to providing a safe learning and working environment. Reasonable and available accommodations and supportive measures are available to victims of dating violence, domestic violence, sexual assault, and stalking regardless of whether a report is made to law enforcement, or the victim wishes to pursue formal action through the university.

Student accommodations and supportive measures

Following an alleged offense of interpersonal violence, CSU will comply with a student's reasonable requests for supportive measures. Supportive measures include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, university escort services, referrals for medical services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of campuses, and other similar measures.

The victim will also be referred to community resources such as legal resources for assistance in obtaining court-ordered protection and assistance with transportation and other needs. Students may contact the Women and Gender Advocacy Center for assistance (970-491-6384, www.wgac.colostate.edu).

Employee supportive measures

Employees of CSU who are victims of crime will also receive information regarding supportive measures that CSU may take to protect and aid the employee, by contacting

Office of Equal Opportunity 970-491-5836
oeo@colostate.edu
Room 101 in the Student Services Building Oeo.colostate.edu

Supportive measures available to employees are: counseling, extensions of work deadlines, modifications of work schedules, campus escort services, mutual restrictions on contact between the parties, referrals for medical services, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of campuses, and other similar measures.

Interim measures

During the investigation and disciplinary process, interim measures may be required of the responding party (the person accused of interpersonal violence behaviors).

Interim measures, which are temporary, are:

Interim no-contact order: The parties are prohibited from having any contact with each other until the conclusion of the disciplinary process. This may prohibit a student from attending specific events, activities or classes.

Interim trespass order and emergency removal: The responding party may be prohibited from being in or around specifically identified locations, events, activities or classes until the conclusion of the disciplinary process. A responding party can be restricted from residence halls, dining facilities, and all university properties.

Interim university suspension: The responding student is denied access to campus, classes, and university activities and privileges until the conclusion of the disciplinary process.

Other actions the university may take are:

- Interim transcript notation
- Interim registration hold
- Interim degree hold
- Request for academic adjustments
- Change to dining and/or transportation arrangements
- Adjustment to on-campus working arrangements
- Limitation or prohibition regarding participating in University activities absent written authorization from an appropriate University official

The responding party who is a student will be referred to Student Case Management and counseling services for support and assistance in accessing accommodations. Responding parties who are employees will be referred to the Ombuds and the Employee Assistance Program for support and assistance in accessing accommodations.

Crime Statistics for Colorado State University

Crime statistics tell us what has been reported to officials. Statistics may or may not be representative of what is actually occurring. The *Chronicle of Higher Education* has noted that colleges and universities that have comprehensive resources and services experience an increase in crime reporting, which is not necessarily a factor in determining the frequency of a crime. The university works hard to provide a safe environment in which to report crime and a culture encouraging our community to do so.

Crime, and specifically violent crime, is said to occur on most campuses in the United States. Colorado State University has been committed for decades to the safety, protection, education, and awareness of its students, faculty, staff, and community. Long before it was required by law, CSU made crime statistics available through this publication and other campus and community communications. In doing so, the university community has become aware of safety concerns and what is happening to address those concerns.

Through close working relationships with area law enforcement, including Fort Collins Police Services, CSU is informed and responds, typically via the student conduct system, to incidents involving students in the community, including any criminal activity by students at non-campus locations.

This report contains disciplinary and crime statistics for Colorado State University. Student Conduct Services summary report is a compilation of the total number of disciplinary referrals.

The information included in this report is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1990, the Drug-Free Work Place Act, the Drug Free Schools and Communities Act of 1989, and the Higher Education Amendments of 1998. This publication is intended to provide a general description of campus security arrangements and not to serve as a contractual agreement between the university and the recipient. Security procedures are subject to change without notice.

* For an incident to be classified as a hate crime, it must first meet the definition of a crime. Crimes that can be classified as hate crimes include murder, non-negligent manslaughter, sexual assault, robbery, burglary, motor vehicle theft, larceny-theft, vandalism, aggravated assault, simple assault, intimidation and arson. To be classified as a hate crime, the incident must first be determined to be a criminal act, and evidence must also exist that the crime was motivated by the offender's bias against the victim based on one or more of these identities, as defined by law: disability (physical, psychological, cognitive and chronic health); ethnicity; gender; gender identity; race; national origin; religion; and sexual orientation. The Clery Act requires the university to report in this document incidents that fall within select, specific categories of hate crimes that occurred on university property. It is important to note that the incidents reflected in these charts do not count non-criminal acts of bias and hate reported to the university's bias reporting system or CSUPD.

2021 Clery Crime Statistics

Colorado State University	All On-Campus Property	Non-Campus Property	Public Property	Total	On-Campus Residential Only	Unfounded
Reportable Criminal Offenses						
Murder & Non-negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	3	1	1	5	3	0
Burglary	16	2	0	18	5	0
Motor Vehicle Theft	8	0	1	9	0	1
Arson	2	0	0	2	2	0
Sexual Assault, including:						
Rape	10	1	0	11	10	0
Fondling	8	1	0	9	6	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
VAWA Offenses						
Domestic Violence	3	0	0	3	2	0
Dating Violence	8	0	0	8	7	0
Stalking	12	0	1	13	5	0
Liquor, Drug & Weapon Violations						
<i>Arrests:</i> Liquor Law Violations	17	0	9	26	7	0
<i>Disciplinary Referrals:</i> Liquor Law Violations	783	1	25	809	747	0
<i>Arrests:</i> Drug Law Violations	13	2	10	25	3	0
<i>Disciplinary Referrals:</i> Drug Law Violations	100	0	1	101	76	0
<i>Arrests:</i> Weapon Violations	1	1	0	2	0	0
<i>Disciplinary Referrals:</i> Weapon Violations	1	0	0	1	1	0
Reportable Hate Crimes						
Race	0	0	0	0	0	NA
Gender	0	0	0	0	0	NA
Gender Identity	0	0	0	0	0	NA
Religion	0	0	0	0	0	NA
Sexual Orientation	0	0	0	0	0	NA
Ethnicity	0	0	0	0	0	NA
National Origin	0	0	0	0	0	NA
Disability	0	0	0	0	0	NA

Footnotes

Unfounded: There was 1 reportable crime that was unfounded in 2021.

Hate Crimes: There were 0 reportable hate crimes in 2021.

2020 Clery Crime Statistics

Colorado State University	All On-Campus Property	Non-Campus Property	Public Property	Total	On-Campus Residential Only	Unfounded
Reportable Criminal Offenses						
Murder & Non-negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	3	0	1	4	1	0
Burglary	0	3	0	3	0	0
Motor Vehicle Theft	0	1	0	1	0	0
Arson	0	0	0	0	0	0
Sexual Assault, including:						
Rape	6	0	0	6	5	0
Fondling	9	0	0	9	5	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
VAWA Offenses						
Domestic Violence	10	0	0	10	10	0
Dating Violence	20	0	0	20	12	0
Stalking	12	0	0	12	4	0
Liquor, Drug & Weapon Violations						
<i>Arrests:</i> Liquor Law Violations	1	0	0	1	0	0
<i>Disciplinary Referrals:</i> Liquor Law Violations	706	2	13	721	650	0
<i>Arrests:</i> Drug Law Violations	14	0	10	24	1	0
<i>Disciplinary Referrals:</i> Drug Law Violations	337	0	2	339	296	0
<i>Arrests:</i> Weapon Violations	0	0	1	1	0	0
<i>Disciplinary Referrals:</i> Weapon Violations	0	0	0	0	0	0
Reportable Hate Crimes						
Race	0	0	0	0	0	0
Gender	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0
Religion	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0
National Origin	0	0	0	0	0	0
Disability	0	0	0	0	0	0

Footnotes

Unfounded: There were 0 unfounded crimes in 2020.

Hate Crimes: There were 0 reportable hate crimes in 2020.

Correction: The 2020 statistics table showing domestic violence and dating violence categories has been updated to reflect separation of dating violence and domestic violence into two categories. Some of the statistics in these categories were incorrectly combined in last year's report when they should not have been.

2019 Clery Crime Statistics

Colorado State University	All On-Campus Property	Non-Campus Property	Public Property	Total	On-Campus Residential Only	Unfounded
Reportable Criminal Offenses						
Murder & Non-negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Robbery	1	0	0	1	0	0
Aggravated Assault	3	2	0	5	2	0
Burglary	11	1	0	12	4	0
Motor Vehicle Theft	3	0	0	3	0	0
Arson	1	0	0	1	1	0
Sexual Assault, including:						
Rape	10	0	0	10	9	0
Fondling	10	1	0	11	7	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
VAWA Offenses						
Domestic Violence	3	0	0	3	3	0
Dating Violence	14	0	1	15	10	0
Stalking	15	0	0	15	8	0
Liquor, Drug & Weapon Violations						
<i>Arrests:</i> Liquor Law Violations	18	5	3	26	6	NA
<i>Disciplinary Referrals:</i> Liquor Law Violations	834	70	10	914	790	NA
<i>Arrests:</i> Drug Law Violations	21	1	3	25	8	NA
<i>Disciplinary Referrals:</i> Drug Law Violations	390	3	2	395	347	NA
<i>Arrests:</i> Weapon Violations	1	0	0	1	0	NA
<i>Disciplinary Referrals:</i> Weapon Violations	2	0	0	2	2	NA
Reportable Hate Crimes						
Race	1	0	0	1	0	0
Gender	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0
Religion	1	0	0	1	1	0
Sexual Orientation	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0
National Origin	0	0	0	0	0	0
Disability	0	0	0	0	0	0

Footnotes

Unfounded: There were 0 unfounded crimes in 2019.

Hate Crimes: There were 2 hate crimes reported in 2018:

- 1 intimidation characterized by race
- 1 destruction, damage, or vandalism of property characterized by religion

Fire Safety on Campuses and Evacuation Procedures

In University Housing, including residence halls

Housing & Dining Services works with Poudre Fire Authority, CSU Emergency Management, CSU police and the university's Environmental Health Services department to ensure a safe environment for residence hall and apartment life students and their families. Housing staff and other university health and safety officials monitor all standards. Student rooms are periodically inspected to help promote fire- and life-safety awareness, as well as identifying any noncompliance with safety standards.

Poudre Fire Authority and CSU:

- Provide fire safety education
- Schedule fire drills at all residence halls each semester
- Jointly investigate fires on campus
- Provide fire safety training to all residence hall staff
- Perform fire code inspections for building remodels and new construction

To maintain safe campus environments in university housing, smoking, candles, and open flames are not allowed in residence halls and only safe, low wattage, UL-approved electrical appliances without open coils may be used. More detailed information about fire safety policies can be found on the Housing & Dining Services website (<https://housing.colostate.edu/halls/policies/>) or by calling University Housing at 970-491-4719.

University Housing Policies

Housing policies related to fire safety include but are not limited to the following.

- Halogen lamps are prohibited.
- Candles and open flames are not allowed. Due to fire safety and the Poudre Fire Authority's adoption of the 2018 International Fire Code, candles -- including unburned or decorative -- and any items with an open flame or exposed heating coils, are not allowed in residence hall rooms. Incense burning is also not permitted.
- Flammable liquids such as kerosene, gasoline, lighter fluid, and other flammable liquids are NOT permitted in the residence halls.
- Appliances are allowed on a limited basis. The misuse and illegal use of electrical appliances create serious hazards in residence halls. Only safe, relatively low-wattage appliances are permitted in your room. These include hair dryers, shavers, hot curlers, study lamps, radios, televisions, DVD and CD players, electric blankets, thermostatically controlled coffee makers, popcorn poppers, small microwave ovens, and compact refrigerators. Do not cook with open flames or coils. Toasters, toaster ovens, or electric coil cook tops are not allowed. Do not leave food in an appliance unattended. Fires have even been caused by popcorn burning in a microwave.
- Electrical light fixtures are not to be modified in any way. If additional outlets are needed,

special multiple-outlet boxes with built-in breakers (power strips) can be purchased at a hardware store.

- Each power strip used must be plugged into a wall outlet – do not plug power strips into other power strips. Appliances such as microwaves and refrigerators must be plugged directly into a wall outlet, not an extension cord or power strip.
- Fire extinguishers are located on every floor as well as in the main office of each residence hall.
- Each residence hall conducts a minimum of two drills per year, with some conducting as many as four. Drills prepare building occupants for an organized evacuation in case of a fire or other emergency. During the drills, students learn the locations of the emergency exits and how to exit the building.
- Plans for future fire safety improvements are considered when residence halls are constructed or remodeled, and CSU conducts health and safety inspections to constantly monitor the fire safety systems to be sure they are working and makes repairs as needed.
 - Allison and Newsom halls have both received upgraded fire suppression systems.
 - Westfall and Durward were updated with digital fire alarm systems.
 - Additional horns were installed in corner suites in Westfall and Durward.
 - Plans are in motion to replace the Summit Hall fire suppression system in summer 2023.

Colorado State University residence halls are equipped with:

- Smoke and heat detectors
- Fire alarm pull stations
- Fire sprinkler flow switches
- Alarm notification devices
- Fire extinguishers

Housing & Dining Services staff receive significant fire and life safety training, including, but not limited to:

- All Housing & Dining staff receive fire extinguisher training. Staff who are in spaces where CO2 extinguishers are present (such as mechanical and server rooms) receive additional training specific to this extinguisher type.
- All Housing & Dining Facilities staff are required to complete the EHS online training “Right-to Know HazCom Fire Safety Training.”
- All Housing & Dining Facilities staff participate in weekly safety huddles, and topics covered include, but are not limited to emergency action plans, fire prevention, fires: fight or evacuate, carbon monoxide, fire extinguisher usage, first aid for burns, and first aid for health emergencies.
- Residential Dining Services staff who perform certain roles in kitchens receive kitchen hood systems training to mitigate fire hazards.
- All residential spaces are inspected at least annually while occupied to check for fire safety

hazards and educate residents on fire safety as needed.

- All residential facilities have a minimum of two fire drills per year (at the beginning of the fall and spring semesters).
- Administrative buildings undergo fire drills at least once a year.
- Fire safety resources – including fire alarm system sounds – are on our website at <https://housing.colostate.edu/safety/>. A hall evacuation safety video is also on the website.
- ADA accommodations pertaining to fire safety (such as strobe light systems for the hearing impaired, specific evacuation plans, etc.) are provided to students with disabilities.
- Fire safety training and outreach activities are offered to staff and students throughout the academic year and by request:
 - Fire science experiments with Poudre Fire Authority
 - Fire safety trivia at the Ramskellar
 - Live grease fire demonstration
 - Movie Night with Backdraft (pop-ups about inaccuracies and misconceptions in the movie) and Fire Line: Wildfire in Colorado
 - Real Heroes Firefighter on the Wii
 - Booths at resource fairs
 - Fire safety for children at Aggie Family and University Village
 - Smoke filled room experience
 - Spray a fire hose experience
 - Virtual reality of a burn house (actual footage from Poudre Fire Authority from a CSU student house fire – students were all okay)
 - Fire safety display at Lory Student Center display cabinet
 - Resident Assistants have put up safety related bulletin boards

On campuses in all buildings

- All fire alarm panels display a detailed graphic map pinpointing the exact location of the device in alarm or trouble in the building for CSUPD.
- Fire extinguishers and suppression systems are regularly tested.
- In 2021 4,706 residents completed an online fire evacuation knowledge check.
- Fire extinguisher training is available to building proctors, housing staff (Residence Directors, Assistant Residence Directors, Residence Assistants), and faculty and staff.
- Annual evacuation drills are conducted in university buildings including identifying the location of fire alarm pull stations, AEDs, alternate exits and areas of refuge.
- Annual evacuation drills are coordinated by the University Emergency Manager for academic buildings.
- Evacuation drills may be done in collaboration with CSUPD and Poudre Fire Authority.
- Drills are to prepare building occupants for an organized evacuation in case of a fire or other emergency.
- During a drill, occupants learn the locations of the emergency exits in the buildings and

the direction to travel when exiting the building.

- Each university building has an assigned building proctor, an assistant proctor, and a building safety plan, developed with the assistance of building proctors.
- Building proctors are trained to assist in emergencies and drills. Building proctors are listed at <http://www.fm.colostate.edu/proctors>.

Special Notes

- Due to COVID-19 mitigation strategies the Spring 2021 fire drill was held virtually. This required Fire Evacuation Knowledge Check led students through video modules to help them understand what constitutes a fire alarm, what fire equipment and system notification occurs, how to evacuate their building, what a “post-evacuation assembly site” is, understand the dynamics of fire and smoke, learn what it means to “shelter in place”, and learn what happens to an Emotional Support Animal (ESA) during a fire alarm activation.

To report a fire

To report an active fire, call 911 or pull a fire alarm pull station.

To report a fire that has previously occurred you may contact:

- Colorado State University Police Department at 970-491-6425
- Housing Assistant Safety Coordinator at 970-491-6511 (if a fire occurred in a residence hall or dining center)
- University Emergency Manager at 970-491-6425

General evacuation procedures and university emergency response:

- When a fire alarm is activated, all residents, guests, and staff are to evacuate the building immediately. NO EXCEPTIONS!
- Before an emergency arises, make sure you know the location of exits and your meeting area.

In a fire situation:

- Do not panic; stay as calm as possible. You will need to think clearly to make the right decisions.
- If you are inside of a room with a door with a doorknob, feel the doorknob with the back of your hand or palm to test for heat.
- If the door is cool, brace yourself against it, and open it slowly to check for flames or smoke.
- If there is smoke in the air, stay low and move quickly in a crouched position or crawl to the nearest exit. The most breathable air is always near the floor.
- If one exit is blocked, try the next nearest exit.

- Alert others by shouting or knocking on doors as you make your way to an exit.
- Always escape via stairs – never use elevators during a fire.
- Once you evacuate, follow directions of fire and police personnel, and never re-enter the building until authorized.

Failure to evacuate a building is a serious act that could result in disciplinary action. Fire extinguishers are placed in academic and office buildings according to fire code.

Abusing fire equipment, intentionally creating a false alarm, or intentionally setting a fire are serious crimes. Violators are subject to fines, university disciplinary procedures, and criminal prosecution.

If a potential or active hazard has been identified and a building evacuation is required

Leave: Evacuate the building immediately using the nearest safe exit.

Before opening doors, feel the door first using the back of your hand. If the door is hot, do not open it. If it is not hot, brace yourself against it and open it slowly to check for flames and smoke.

- Do not waste time gathering belongings, but if within your reach, gather essential items such as keys, phone, medications, and jacket.
- Use stairs to exit the building.
- Always know multiple ways out of a building in case an exit is blocked.
- Close doors behind you if it is safe to do so, but do not delay evacuation.
- NEVER ignore a fire alarm or assume it is a false alarm.

Alert: Direct others to evacuate by knocking on doors and shouting while you are leaving.

- DO NOT delay your evacuation to alert others.

Go: Go to designated emergency evacuation assembly area.

Inform: Call 911 if you have information about the cause of the building evacuation.

Shelter-in-Place

If safe evacuation is not possible, stay in room and shelter-in-place:

- Shut the door.
- Call 911.
- Prevent smoke from coming into room by taping or stuffing items around door and vents.
- Get the attention of emergency responders out a window.

Individuals with Disabilities

Individuals with disabilities who cannot evacuate the building using stairwells should seek shelter in the nearest exterior or enclosed stairwell and remain there. Once in the stairwell, call 911 and provide dispatch with the location of the stair tower (level and direction) which is indicated on a sign hung in the stairwell. If possible, the person should notify an individual of their location. If evacuation to a stair tower is not possible, shelter-in-place and call 911. Provide dispatch with the location of the room.

Fire Statistics for Colorado State University

As required by the Clery Act, CSU publishes the last three years' statistics for fires occurring in University housing, including residence halls.

2021 Residence Hall Fire Statistics and Safety Systems

Residence	Address	# Fires	# Injured	# Deaths	Fire Drills	Fire Alarm	Fire Sprinkler	Smoke Detection	Fire Extinguishers	Evacuation Maps
Allison Hall	551 W. Laurel St.	1	0	0	4	Yes	Partial	Full	Throughout	Yes
LV Alpine Hall	910 W. Plum St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
AV Aspen Hall	800 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Braiden Hall	1101 Braiden Dr.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Corbett Hall	801 W Laurel St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Cottonwood	511 W. Lake St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Durward Hall	1001 W. Laurel St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Edwards Hall	900 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
AV Engineering	816 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
AV Honors	810 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Ingersoll Hall	1001 W. Pitkin St.	0	0	0	4	Yes	Partial	Full	Throughout	Yes
International House	1400 W. Elizabeth St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Lodgepole	521 W. Lake St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Newsom Hall	700 W. Pitkin St.	1	0	0	4	Yes	Partial	Full	Throughout	Yes
Parmelee Hall	701 W. Laurel St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
LV Pinon Hall	900 W. Plum St.	1	0	0	4	Yes	Full	Full	Throughout	Yes
Summit Hall	963 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Walnut	501 W. Lake St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Westfall Hall	1009 W. Laurel St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Aggie Village Family	501 W. Prospect Rd.	2	0	0	0	No	No	Full	Throughout	No
University Village	1500/1600/1700 W Plum St.	0	0	0	0	No	No	Full	Throughout	No

Partial is defined as having systems in the individual rooms only. Full is defined as having systems in both the common areas and the individual rooms.

*Due to COVID-19 mitigation strategies the Spring 2021 fire drill was held virtually. This required Fire Evacuation Knowledge Check led students through video modules to help them understand what constitutes a fire alarm, what fire equipment and system notification occurs, how to evacuate their building, what a "post-evacuation assembly site" is, understand the dynamics of fire and smoke, learn what it means to "shelter in place", and learn what happens to an Emotional Support Animal (ESA) during a fire alarm activation.

Property damage from fires:

Allison Hall – 1 intentional fire: pine tree – damage \$0-\$99

Newsom Hall – 1 intentional fire: toilet paper ignited by perpetrator causing sprinkler activation – damage \$1,000-\$9,999

LV Pinon Hall – 1 unintentional fire: mechanical HVAC – damage \$100,000-\$249,999

Aggie Village Family – 1 unintentional fire: accidental cooking fire - \$100-\$999

Aggie Village Family – 1 unintentional fire: unknown cause - \$0-\$99

2020 Residence Hall Fire Statistics and Safety Systems

Residence	Address	# Fires	# Injured	# Deaths	Fire Drills	Fire Alarm	Fire Sprinkler	Smoke Detection	Fire Extinguishers	Evacuation Maps
Allison Hall	551 W. Laurel St.	1	0	0	4	Yes	Partial	Full	Throughout	Yes
LV Alpine Hall	910 W. Plum St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
AV Aspen Hall	800 W. Pitkin St.	2	0	0	4	Yes	Full	Full	Throughout	Yes
Braiden Hall	1101 Braiden Dr.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Corbett Hall	801 W Laurel St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Cottonwood	511 W. Lake St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Durward Hall	1001 W. Laurel St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Edwards Hall	900 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
AV Engineering	816 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
AV Honors	810 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Ingersoll Hall	1001 W. Pitkin St.	0	0	0	4	Yes	Partial	Full	Throughout	Yes
International House	1400 W. Elizabeth St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Lodgepole	521 W. Lake St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Newsom Hall	700 W. Pitkin St.	0	0	0	4	Yes	Partial	Full	Throughout	Yes
Parmelee Hall	701 W. Laurel St.	1	0	0	4	Yes	Full	Full	Throughout	Yes
LV Pinon Hall	900 W. Plum St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Summit Hall	963 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Walnut	501 W. Lake St.	1	0	0	4	Yes	Full	Full	Throughout	Yes
Westfall Hall	1009 W. Laurel St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Aggie Village Family	501 W. Prospect Rd.	2	0	0	0	No	No	Full	Throughout	No
University Village	1500/1600/1700 W Plum St.	1	0	0	0	No	No	Full	Throughout	No

Partial is defined as having systems in the individual rooms only. Full is defined as having systems in both the common areas and the individual rooms.

*Due to COVID-19 mitigation strategies the Fall 2020 fire drill was held virtually. This required Fire Evacuation Knowledge Check led students through video modules to help them understand what constitutes a fire alarm, what fire equipment and system notification occurs, how to evacuate their building, what a "post-evacuation assembly site" is, understand the dynamics of fire and smoke, learn what it means to "shelter in place", and learn what happens to an Emotional Support Animal (ESA) during a fire alarm activation.

Property damage from fires:

Allison Hall – 1 unintentional fire: trash can – damage \$100-\$999

AV Aspen Hall – 1 unintentional fire: defective oven – damage \$0-\$99

AV Aspen Hall – 1 unintentional fire: accidental cooking fire – damage \$0-\$99

Parmelee Hall – 1 unintentional fire: accidental cooking fire – damage \$0-\$99

Walnut – 1 unintentional fire: accidental cooking fire – damage \$0-\$99

Aggie Village Family – 2 unintentional fire: accidental cooking fire – damage \$100-\$999 each

University Village – 1 unintentional fire: accidental cooking fire – damage \$100-\$999

2019 Residence Hall Fire Statistics and Safety Systems

Residence	Address	# Fires	# Injured	# Deaths	Fire Drills	Fire Alarm	Fire Sprinkler	Smoke Detection	Fire Extinguishers	Evacuation Maps
Allison Hall	551 W. Laurel St.	0	0	0	4	Yes	Partial	Full	Throughout	Yes
LV Alpine Hall	910 W. Plum St.	1	0	0	4	Yes	Full	Full	Throughout	Yes
AV Aspen Hall	800 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Braiden Hall	1101 Braiden Dr.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Corbett Hall	801 W Laurel St.	1	0	0	4	Yes	Full	Full	Throughout	Yes
Cottonwood	511 W. Lake St.	1	0	0	4	Yes	Full	Full	Throughout	Yes
Durward Hall	1001 W. Laurel St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Edwards Hall	900 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
AV Engineering	816 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
AV Honors	810 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Ingersoll Hall	1001 W. Pitkin St.	0	0	0	4	Yes	Partial	Full	Throughout	Yes
International House	1400 W. Elizabeth St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Lodgepole	521 W. Lake St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Newsom Hall	700 W. Pitkin St.	0	0	0	4	Yes	Partial	Full	Throughout	Yes
Parmelee Hall	701 W. Laurel St.	2	0	0	4	Yes	Full	Full	Throughout	Yes
LV Pinon Hall	900 W. Plum St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Summit Hall	963 W. Pitkin St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Walnut	501 W. Lake St.	3	0	0	4	Yes	Full	Full	Throughout	Yes
Westfall Hall	1009 W. Laurel St.	0	0	0	4	Yes	Full	Full	Throughout	Yes
Aggie Village Family	501 W. Prospect Rd.	1	0	0	0	No	No	Full	Throughout	No
University Village	1500/1600/1700 W Plum St.	3	0	0	0	No	No	Full	Throughout	No

Partial is defined as having systems in the individual rooms only. Full is defined as having systems in both the common areas and the individual rooms.

Property damage from fires:

Alpine Hall – 1 intentional fire: arson: burned “no smoking” sign – damage \$100-\$999

Aggie Village Family – 1 unintentional fire: accidental dumpster fire – damage \$0-\$99

Corbett Hall – 1 unintentional fire: handling fireworks – damage \$100-\$999

Cottonwood – 1 unintentional fire: accidental toaster fire – damage \$0-\$99

Parmelee Hall – 1 unintentional fire: accidental cooking fire – damage \$0-\$99

Parmelee Hall – 1 unintentional fire: accidental cooking fire – damage \$0-\$99

Walnut – 3 unintentional fire: accidental cooking fires – damage \$0-\$99 each

University Village – 2 unintentional fire: accidental cooking fire – damage \$0-\$99 each

University Village– 1 unintentional fire: accidental cooking fire – damage \$100-\$999