



Your Right to Know

Annual Security & Fire Safety Report 2019-2020

Published September 2019



ANNUAL SECURITY REPORT 2019-2020

ANNUAL SECURITY REPORT SECTION 1 OF 2

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Hard copies are available at the Student Affairs Office, 230 Skyhawk Station, (970) 247-7573

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Fort Lewis College does not discriminate on the basis of race, age, color, religion, national origin, gender, disability, sexual orientation, gender identity, gender expression, political beliefs, or veteran status.

“YOUR RIGHT TO KNOW”

The following information is made available according to the Higher Education Amendments of 1998. The table below summarizes information available through the [Fort Lewis College web site](#).

Hard copies of information may be obtained from the office listed.

| Websites | Contact Office | Phone/Fax |
|---|--|--|
| Accountability Programs for Programs that Prepare Teachers | Title II Reports U.S. Department of Education | Phone: 1-877-684-8532 |
| Accreditation & Recognitions | Academic Affairs Office 240 Berndt Hall | Phone: 970-247-7314 Fax: 970-247-7680 |
| Annual Security Report Campus Crime Statistics Alcohol & Other Drug Policy Weapons Policy Annual Fire Safety Report Emergency Plan Missing Student Notification Sexual Misconduct Policy | Student Affairs Office 230 Skyhawk Station | Phone: 970-247-7573 Fax: 970-382-6935 |
| | Fort Lewis College Police Aspen Hall | Phone: 970-247-7491 Fax: 970-247-7386 |
| Athletics Click on Recruits to view information on: Graduation Rates Graduation success NCAA Eligibility Center EADA Report | Athletics Aquatic Center, Room 108 | Phone: 970-247-6438 |
| College Navigator | Institutional Research Berndt Hall, Room 240 | Phone: 970-247-7426 |
| College Refund Policy | Cashier's Office 140 Berndt Hall | Phone: 970-247-7380 Fax: 970-247-7284 |
| Copyright & Infringement Policies | Information Technology | Phone: 970-247-7444 |
| Constitution Day | Arts & Sciences Berndt Hall, Room 171 | Phone: 970-247-7163 |
| Cost of Attendance Special Course Fees (Tuition/Fees, Books and supplies, Room & Board, Transportation, and additional course costs) | Cashier's Office 140 Berndt Hall | Phone: 970-247-7380 Fax: 970-247-7284 |
| Degree Programs | Academic Affairs Office 240 Berndt Hall | Phone: 970-247-7314 Fax: 970-247-7680 |
| Disability Services | Disability Services Office 280 Noble Hall | Phone: 970-247-7459 Fax: 970-247-7689 |

| | | |
|--|--|--|
| Facilities & Maps | Facilities Scheduling College Union Building | Phone: 970-247-7502 |
| Faculty | Academic Affairs Office 240 Berndt Hall | Phone: 970-247-7314 FAX: 970-247-7680 |
| FERPA | Registrar's Office 160 Skyhawk Station | Phone: 970-247-7350 Fax: 970-247-7598 |
| Graduation and Transfer Out Rates | Institutional Research Office 242 Berndt Hall | Phone: 970-247-7426 |
| Net Price Calculator | Admission Office Kroeger Hall | Phone: 970-247-7184 Fax: 970-247-7179 |
| Retention Rates | Institutional Research Office 242 Berndt Hall | Phone: 970-247-7426 |
| Student Body Diversity | Institutional Research Office 242 Berndt Hall | Phone: 970-247-7426 |
| Study Abroad | International Programs Office 107 Kroeger Hall | Phone: 970-247-7672 Fax: 970-247-7190 |
| Textbooks | Fort Lewis College Bookstore Student Union Building | Phone: 970-247-7415 Fax: 970-247-7420 |
| Vaccination Information | Student Health Center 170 Skyhawk Station | Phone: 970-247-7355 Fax: 970-247-7621 |
| Voter Registration | Student Affairs Office 230 Skyhawk Station | Phone: 970-247-7573 Fax: 970-382-6935 |
| Federal Voter Registration Information | | |
| State Voter Registration Information | | |
| La Plata County Voter Registration | | |
| Transfer of Credit Policies and Articulation Agreements | Registrar's Office 160 Skyhawk Station | Phone: 970-247-7350 Fax: 970-247-7598 |
| Withdrawing/Dropping Courses – College Refund Policy | Student Billing and Cashiering Room 140 Berndt Hall | Phone: 970-247-7380 Fax: 970-247-7284 |
| Withdrawing from Fort Lewis College | Registrar's Office 160 Skyhawk Station | Phone: 970-247-7350 Fax: 970-247-7598 |
| Withdrawing and the implications of the Return of Title IV Funds | Office of Financial Aid 101 Skyhawk Station | Phone: 970-247-7142 Fax: 970-247-7108 |

ANNUAL SECURITY REPORT

This is the compliance document to the Federal Student Right-to-Know and Campus Security Act of 1990 (Clery Act), the Federal Drug-free Schools and Campuses Act of 1989, and the Higher Education Amendments of 1992 and 1998. Please see the Annual Fire Safety Report in Section 2 of this Annual Security Report.

Fort Lewis College places a high priority on the personal safety of its students, faculty, staff, and visitors. A campus community relies on a peaceful, safe, and secure environment. Preserving this environment is a responsibility everyone on campus must share.

Under the Federal Student Right-to-Know and Crime Awareness and Campus Security Act of 1990 (now known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act), all colleges receiving federal funds are required to report crime statistics. Instructions on how to access this information will be distributed on an annual basis to all faculty, staff, and students, and to any applicant for enrollment or employment. Please keep this report as a resource document and refer to it throughout the year. This report is descriptive only. It is not intended to serve as a contract between the College and any other party. College security policies and procedures are subject to change at any time without notice. Any inquiries concerning information presented in this brochure may be directed to the Associate Vice President for Student Affairs at (970) 247-7573.

FOR EMERGENCY ASSISTANCE:

For emergency help from any phone, including a campus telephone: 911

Or use one of the campus emergency phones ("the blue light phone") located at:

- Clock Tower
- Cooper Quad south of Cooper Hall
- Between Berndt Hall and the Theatre
- Union Visitor Lot by the College Union
- Between the Bader and Sheridan Residence Halls
- Between Lot R and the Centennial Apartments
- 8th Avenue Lot, east of Sage Hall
- Concert Hall Lot, east of the Concert Hall
- Stadium Visitor Lot, north of the football stadium
- Between Art Lot (gymnasium) and Stadium Visitor Lot, north of the football stadium
- Between Center for SW Studies Lot and the Center for Southwest Studies
- Along walkway on 8th Avenue and Fort Lewis Drive

Emergency response for fire, ambulance, or hazardous materials is the joint responsibility of the Fort Lewis College Police Department and the Durango Fire Department. The Durango Police Department may also respond.

TO REPORT A CRIME IN PROGRESS ON CAMPUS: Call 911.

Community members, students, faculty, staff and guests are encouraged to report any suspicious incident or hazardous conditions that they witness. For example, situations such as altercations, assaults, verbal arguments, vehicles blocking access, and/or unsafe driving should be reported. Anonymous callers wishing to report a crime in progress are encouraged to do so. Anonymous reports are included in the College's annual Clery Act crime statistics.

Furthermore, all community members, including students and employees, are encouraged to report crimes and other emergencies to police when the victim of a crime elects to, or is unable to make such a report.

Each report will be evaluated in accordance with the [Timely Warning Policy](#).

TO FILE A REPORT FOR A CRIME THAT HAS ALREADY OCCURRED:

Call Durango La Plata Emergency Communications Center at 385-2900 or Fort Lewis College Police at 749-6581 to talk with an officer on duty. Reports can also be filed via the [Fort Lewis College Police Department website](#). Persons making false crime reports are subject to campus discipline and/or legal sanctions.

To assist with campus safety, it is imperative all students, faculty, and staff take responsibility to immediately report any suspicious incident or hazardous conditions they witness.

Persons wishing to file a report confidentially or anonymously may do so; however, if the complainant wants to file criminal charges against another for a crime, he/she cannot remain anonymous or confidential. Anonymous reports are included in the annual Clery Act crime statistics. [Voluntary confidential reports](#) can be filed online.

FOR QUESTIONS REGARDING PARKING PERMITS, PARKING TICKETS, OR OTHER ADMINISTRATIVE POLICIES/PROCEDURES RELATED TO THE FORT LEWIS COLLEGE POLICE AND PARKING SERVICES DEPARTMENT: **Call the Fort Lewis College Police Department administrative office at 247-7491.**

FORT LEWIS COLLEGE POLICE DEPARTMENT

The Fort Lewis College Police Department, in partnership with the campus community, is responsible for public safety, campus parking enforcement, law enforcement, after-hours emergency maintenance (notification of Physical Plant Services staff), and emergency response. The Fort Lewis College Police Chief/Director and seven police officers are Commissioned Peace Officers through the State of Colorado, the City of Durango, and the La Plata County Sheriff's Department; they are Colorado POST-certified and receive the same training given to any police officer in the State of Colorado as required by the Colorado Peace Officer Standards and Training Board. Fort Lewis College police officers enforce all Federal, State, local laws/ordinances, and official College policies, and have full arrest authority. The Department operates twenty-four hours per day, seven days per week, and is staffed with an administrative assistant during regular business hours Monday through Friday. Fort Lewis College police officers maintain excellent working relationships with other state and local law enforcement agencies and will coordinate responses to crime when appropriate. Fort Lewis College and the City of Durango have signed two Memoranda of Understanding with the City of Durango regarding jurisdiction and communication and coordination of investigations, particularly regarding sexual assault, domestic violence, dating violence and stalking.

All off campus locations are patrolled by the local police department or the Sheriff Department and not formally monitored by Fort Lewis College.

GEOGRAPHIC LOCATION

Fort Lewis College is a state-supported institution of higher education located on approximately 707 acres within the city of Durango and La Plata County. Fort Lewis College also owns approximately 6,319 acres located in Hesperus, Colorado, ten miles west of the Durango campus. The Hesperus site contains facilities used by the Fort Lewis College Biology/Agriculture and Forestry department.

The Fort Lewis College community contains approximately 3,700 enrolled students and 670 faculty and staff members.

GENERAL CRIME PREVENTION

A campus community must do more than just react to crime; it must look for opportunities to deter crime. A variety of programs inform students, faculty, and staff about campus security policies and procedures; and various practices have been developed to aid in crime prevention and to encourage responsibility. These include, but are not limited to:

- Safety tips and information on crime prevention are distributed regularly to the student newspaper, *The Independent*, the campus radio station, KDUR, and by campus e-mail.
- Educational programs (often through cooperation with other agencies) are held at least once per term in the residence halls and elsewhere on campus. Topics include, but are not limited to, the following: crime prevention, sexual assault awareness, personal safety, first aid, fire prevention, and alcohol and other drug abuse prevention.
- An annual email to campus informing them of Skyhawk Alert and how to get signed up to receive emergency notifications.
- Online active shooter training.
- In person active shooter training.
- Sexual assault awareness information provided on the CARE website.
- Escorts are provided based on officer availability. Call the Fort Lewis College Police Department at 749-6581 to arrange the escort. Students, faculty, and staff are encouraged not to walk alone in isolated areas.
- An Identification Program is available to engrave personal property. Interested students should contact the Fort Lewis College Police Department at 749-6581.

The Office of Student Affairs establishes and enforces standards of conduct at Fort Lewis College. Students charged with law violations may expect to have the matter handled both through the criminal justice system and the

College conduct system.

SECURITY PROCEDURES AND ACCESS TO CAMPUS BUILDINGS

Fort Lewis College police officers conduct regular vehicle, foot, and bicycle patrols on campus.

Campus lighting is routinely assessed for needed improvements. Night-shift campus police officers review campus lighting and report necessary repair or replacement needs to the Physical Plant. Individuals may report light outages directly to the Physical Plant by calling 247-7000.

Non-residential campus buildings and facilities are open to members of the campus community and visitors during regular business and class hours. Admission to any non-residential facility after hours is limited to authorized persons with a building key. Access hours may be extended to accommodate evening classes or special events. Computer labs have specific hours set by the Office of Information Technology. Reed Library publishes its business hours at the beginning of each term. Buildings are secured by Fort Lewis College police officers, and parking lots and buildings are periodically patrolled by officers twenty-four hours per day, seven days per week.

The outside doors of the residence halls lock automatically when closed, requiring a College ID for entry. The “Blackboard” system collects data of entrances. **Students have the responsibility to assist in maintaining their safety by keeping these doors closed at all times and are encouraged to report unsafe conditions or maintenance, if needed.** Student rooms are individually keyed and the procedure for replacing a lost key includes a lock change. Student Housing staff and police officers patrol all residential facilities.

The Residence Director or other Student Housing official generally will not enter an occupant’s room/apartment unless accompanied by the occupant, the occupant’s authorized representative, or a second authorized College representative. However, the College reserves the right to enter any occupant’s apartment/room for the purpose of inspection when an authorized College official has reason to believe that the following conditions may exist, which include but are not limited to:

- An occupant of the living unit may be physically harmed or endangered.
- Significant damage is being done to College property.
- There has been a violation of the provisions contained in the Housing Contract, the *Student Housing Guide*, or subsequent written notice applicable to the operation and administration of

residence halls and apartments of Fort Lewis College.

- Maintenance and/or repair is necessary.
- Routine maintenance checks.
- Occupancy verification checks.

The College will not search a room without the occupant’s permission or a court-authorized search warrant. See the *Student Housing Guide* in the *Student Handbook* for more information concerning Student Housing policies and procedures.

Fort Lewis College incorporates environmental security design practices in the planning, building, and maintenance stages of all structures and grounds keeping. Fort Lewis College police officers on patrol will routinely file work orders with Physical Plant Services to report any problems with lighting, shrubbery, or any other maintenance concerns. Testing of emergency phone blue lights will be conducted by Fort Lewis College police officers on a quarterly basis.

REQUIRED NOTIFICATION

Clery Act

- A brief, written summary of the *Annual Security Report*, including the exact URL and information on how to obtain a hard copy, is e-mailed to all currently enrolled students and all current employees before October 1 of each year.
- A brief, written summary of the *Annual Security Report*, including the exact URL and information on how to obtain a hard copy, is also provided to all prospective employees who contact the Fort Lewis College Human Resources Office.
- A brief, written summary of the *Annual Security Report*, including the exact URL and information on how to obtain a hard copy, is also provided to all prospective students who contact the Fort Lewis College Admission Office.

Emergency Response Procedures

The Fort Lewis College [Emergency Response Procedures](#).

Emergency Response & Evacuation Procedures Immediate Notification

If there is an immediate threat to the health or safety of students or employees occurring on campus, the College Emergency Notification System will communicate what action to take as directed by the Fort Lewis College Emergency Response Plan: The methods of communication are as follows:

1. E-mail to Students, Faculty, Staff, Parents and Affiliates.
2. [College Emergency Web Site](#).
3. e2campus text message alert system, to those registered

4. Fort Lewis College Emergency Information Line: 1-888-433-0046 or 247-6334
5. College radio station, KDUR, 91.9 FM or 93.9 FM
6. A follow up notification will occur when further information is available on the status of the situation, and when it is safe to return.

Timely Warnings

As soon as pertinent information is available, the Fort Lewis College Police Department, in consultation with Fort Lewis College administrators will evaluate the need to issue a timely warning based upon the following conditions:

1. A Clery Act crime, occurring within the institution's Clery geography, has been reported to campus security authorities or police; and
2. The crime is considered by the institution to represent a serious or continuing threat to students and employees.

In determining whether to issue a timely warning, on a case-by-case basis, the institution will consider all the facts surrounding the crime including factors such as: the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts.

The intent in issuing a timely warning is to enable members of the campus community to protect themselves and to aid in the prevention of similar crimes. Timely warnings will be distributed via campus email. Additional methods reasonably likely to reach the entire campus community may be used as well.

Please see [Timely Warning Policy](#).

Significant Emergency or Dangerous Situation

Upon receiving information of a significant emergency or dangerous situation, the individual receiving the information shall call 911 from a campus phone. The La Plata County Central Communications Center will dispatch the Fort Lewis College Police Department, in addition to any required medical and/or fire personnel.

- The Fort Lewis College Police Department will investigate reports of any emergency or dangerous situation to confirm the report.
- If the responding police officer(s) determine the report is a significant emergency or dangerous situation, they will notify the Chief of Police or his/her designee as soon as practical to advise them of the situation.
- The Chief of Police or designee will determine the appropriate segment of the campus community to notify.

- Without delay, the Chief of Police and Public Affairs Officer will determine the content of the notification, and will withhold the names of victims as confidential. The Public Affairs Officer or designee will initiate the notification system. The notification will take into account the safety of the community, based on assisting the victims, containing the situation, and mitigating the emergency.

Disseminating Emergency Information to Large Community

In the event of a significant emergency or dangerous situation occurring on the Fort Lewis College campus which could have a potential impact on the surrounding community:

- The Fort Lewis College Police Department will notify the La Plata County Communications Center of the potential impact to the surrounding community.
- Per the College's Emergency Response Plan, the Public Affairs Officer or designee will act as the College liaison with the media.

Testing the Emergency Response System

One Annual test of the College's emergency response system

- The Fort Lewis College Police Department, in conjunction with the Public Affairs Officer, will annually conduct an emergency test of the College's emergency response system.
- The test may announced or unannounced.
- The College's emergency notification system will indicate that the drill is a test only.
- A debriefing will be held following the annual test to follow through on any corrections necessary.
- The College's emergency response and evacuation procedures will be available in the Emergency Response Plan.

Procedures to test the College emergency response system

- The Fort Lewis College Police Department, with assistance from the Environmental Health and Safety Department, will determine the type of test to be conducted on an annual basis. The type of test may vary annually.
- The Fort Lewis College Police Department, with assistance from the Public Affairs Officer, will notify College Administrators, and the La Plata County Central Communications prior to conducting the test to ensure emergency responders are aware the test is not a real event.
- The test shall utilize the emergency response of the College along with evacuation procedures. The test will include an evacuation of at least one building

oncampus, and a notification on the campus emergency notification system. Each test is documented including:

- A brief summary
- Date and time of the test
- Description of the scenario
- Format used to disseminate the message
- Number of text messages sent
- List of personnel involved from outside agencies and campus
- Identification of the concerns/corrections

Fire Safety Report

- A brief, written summary of the *Annual Fire Safety Report*, including the exact URL and information on how to obtain a hard copy, is e- mailed to all currently enrolled students and all current employees before October 1 of each year.
- A brief, written summary of the *Annual Fire Safety Report*, including the exact URL and information on how to obtain a hard copy, is also provided to all prospective employees who contact the Fort Lewis College Human Resources Office.
- A brief, written summary of the *Annual Fire Safety Report*, including the exact URL and information on how to obtain a hard copy, is also provided to all prospective students who contact the Fort Lewis College Admission Office.
- The *Annual Fire Safety Report* is found in Section 2 of this *Annual Security Report*.

Missing Student Notification Procedures A statement of policy regarding missing student notification procedures is described below:

Anyone with knowledge or concern that a student has been missing for 24 hours, should report this information to: a Resident Assistant, Residence Director, Assistant Director, Director of Student Housing and Conference Services, or campus police. This does not preclude a person from making a missing-student report sooner if s/he thinks it is warranted.

Upon notification of the concern, the Student Housing Staff will try to determine if the student is actually missing. Some or all of the following steps will be taken:

- Contact RAs or RDs where the student lives (if report came from elsewhere).
- Call the student's cell phone, email, or check on-line networking accounts (e.g., Facebook).
- Contact roommate(s).
- Contact professors or other FLC community members who may have had contact.
- Contact any known friends or employers.
- Contact parents or emergency contacts on file.

- Check the last time the student used his/her Skycard and where.
- Key into the student's room.

If Student Housing Staff verifies the student is missing or simply cannot determine from the efforts above, the staff will notify the FLC Police Department within 24 hours of the original notification to the staff.

All residents of campus housing are asked at the time of check-in to list emergency contacts in the Personal Identification Form. The Form includes information regarding the notification process to law enforcement and how the emergency contacts will be used in case a student is reported missing.

Every student residing in on-campus housing will be given the option of providing confidential contact information that will be used in the event that the resident is reported missing. The confidential contact is not required to be a parent or guardian. A student's confidential contact information will be registered confidentially and accessible only by authorized campus officials and law enforcement in the process of investigation. Parents or guardians will be called if the resident is under the age of 18 years of age and not emancipated. During the residence halls application process, every student will be offered the opportunity to register a confidential missing person contact person or persons to be notified by the university in the event they are determined to be missing by FLCPD or local law enforcement. If the student does not wish to list a contact, he/she may decline to do so.

When the Fort Lewis College Police Department receives a report of a possible missing student, the officer receiving the report will conduct a full investigation of the incident as follows. If the student in question has been missing beyond 24 hours, a missing person's entry into NCIC / CCIC will be requested of Central Communications by the investigating officer.

- Investigating Officers will utilize the Fort Lewis College data base system to obtain emergency contact information for students. As part of the investigation, the officer may choose to contact the emergency contact and/or parents of the missing student to aid in the investigation.
- After investigating the missing person report, should FLCPD determine that the student is missing and has been missing for more than 24 hours, FLC will notify the student's emergency contact within 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, FLC will notify the student's parent or legal guardian within

24 hours after FLCPD has determined that the student is missing.

Registered Sex Offender Information According to the Campus Sex Crimes Prevention Act, information concerning persons who are required by Colorado law to register as sex offenders, including registered sex offenders who are enrolled, employed, or volunteering at Fort Lewis College, may be obtained from the Fort Lewis College Police Department, 534 Berndt Hall, Fort Lewis College, 1000 Rim Drive, Durango, CO 81301, (970) 247-7491; or the Durango Police Department, 990 East 2nd Avenue, Durango, CO 81301, (970) 385-2940; or the La Plata County Sheriff's Department, 742 Turner Drive, Durango, CO 81301 (970) 247-1157; or the Colorado Department of Public Safety, [Convicted Sex Offender Site](#).

Riot Offense Information

Colorado Statute 23-5-124 prohibits any person convicted of a riot offense from enrolling in a state-supported institution of higher education for a period of twelve months following the date of conviction. CRS 23-5-124 also requires that any enrolled student who is convicted of a riot offense be immediately suspended from the institution for a period of twelve months from the date of conviction or from the date of suspension imposed by the institution for the same riot activity. The full text of CRS 23-5-124 is available at: [Riot Offense](#).

Safe Haven for Newborns Information

In 2000, the Colorado General Assembly passed Senate Bill 00-171, which allows a parent to relinquish control of a newborn baby to a hospital or a fire station within 72 hours after birth without fear of criminal prosecution as long as the baby is unharmed. In 2007, the Colorado legislature asked colleges to publicize this resolution to their students. The full text of Senate Joint Resolution 07-029 is available at: [Safe Haven for Newborns](#).

NOTIFYING CAMPUS OF CRIMINAL ACTIVITY

Special Alerts

If circumstances warrant (i.e., the event constitutes an ongoing or continuing threat), the College community will be notified of a crime alert by the Fort Lewis College Police Department through electronic mail, Fort Lewis College staff, notices in residence halls, and/or special bulletins.

Crime Log

Fort Lewis College police maintain a daily crime log that is open for public inspection in the Fort Lewis College Police Department administrative office during regular business hours. This log contains a brief description of

the nature, date, time, general location, and disposition of crimes occurring on campus. The Police Department updates the log within two business days of the reported crime, unless that disclosure is prohibited by law or would jeopardize the confidentiality of the victim.

Under the Clery Act, the Police Department may withhold information if there is clear and convincing evidence that the release of the information would: a) Jeopardize an ongoing criminal investigation or the safety of an individual; b) Cause a suspect to flee or evade detection; or c) Result in the destruction of evidence.

Fort Lewis Police will make the crime log for the most recent 60-day period open to public inspection during normal business hours. The Police Department will also make any portion of the log older than 60 days available within two business days of a request for public inspection.

Victims of a crime of violence may be informed of the general outcome of the related campus disciplinary hearing.

CRIME STATISTICS

Fort Lewis College believes that a community that is well informed about the nature of its crime is a safety-conscious public. It is to the student's advantage to know the information that is included in this report and to act on it. Students and staff should develop personal routines that enhance their own safety, and become actively involved in campus crime prevention programs. Questions may be directed to the Fort Lewis College Police Department at 247-7491.

In preparing the Fort Lewis College Annual Security Report, including the Crime Statistics Summary, all incidents reported to the Fort Lewis College Police Department during the immediately preceding calendar year are reviewed by the Chief of Police, the Administrative Assistant for the Police Department, the Assistant to the Vice President for Student Affairs, and the Associate Director for Student Housing and Conference Services. Any incident reports meeting the definitions of crimes listed below are counted.

In addition, the Student Affairs Office collects information from the following College departments concerning reported crimes and concerning disciplinary referrals for alcohol, drug, and weapons law violations: Athletics Department, Auxiliary Services, Career Services, Disability Services, Human Resources/Equal Opportunity Office, Recreational Services, Student Activities, Student Affairs Office, the Student Housing and Conference Services, and the campus TRIO programs. The Counseling Center and the Health Center may report crimes to the Student Affairs Office on a voluntary basis, but are not required to do so under the Clery Act. As a matter of

policy, the professional counselors in the Counseling Center are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. Fort Lewis College police officers also file a report whenever crimes occurring on campus or its boundaries, or on its Hesperus site are reported to the La Plata County Sheriff's Office, and these reports are included in Fort Lewis College's crime statistics. All reports are reviewed by the Student Affairs Office to eliminate any duplicate reports. Reported crimes are then categorized as required by law. These statistics are published in both electronic and hard copy formats within the Annual Security Report and distributed as described in the section titled "Required Notification, Clery Act." The Annual Security Report is prepared and reviewed by the Assistant to the Vice President of Student Affairs and by the Associate Director of Student Housing and Conference Services, ensuring policies and programs are up to date.

DEFINITIONS

The Crime Awareness and Campus Security Act of 1990 (now known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act), and the Higher Education Amendments of 1998 require colleges and universities that receive federal funds to report those crimes that are classified by the Federal Bureau of Investigation Uniform Crime Reports (UCR) as criminal homicide including murder, non-negligent manslaughter, and negligent manslaughter; sex offenses including rape, fondling, incest, and statutory rape; robbery; aggravated assault; burglary; motor vehicle theft; dating violence, domestic violence, stalking, and arson. In addition, colleges must report any hate crimes (by category of prejudice) for the crime categories listed below or any other hate crime involving bodily injury, as well as for the crimes of Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism. Colleges are also required to report any arrests or referrals for campus discipline for liquor law violations, drug law violations, and illegal weapons possessions. These definitions are:

Criminal Homicide--Murder and Non-negligent Manslaughter

The willful (non-negligent) killing of one human being by another.

Criminal Homicide--Manslaughter by Negligence

The killing of another person through gross negligence.

Sex Offenses

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent:

Rape

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

Fondling

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

Incest

Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape

Sexual intercourse with a person who is under the statutory age of consent.

Robbery

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

Aggravated Assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon that could cause serious personal injury is used.)

Burglary

The unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle. (According to the Federal Bureau of Investigation Uniform Crime Reporting practices, Fort Lewis College classifies as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned. This includes joy riding.)

Arson

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

Hate Crimes

A criminal offense reported to local police agencies or to a campus authority, in which the victim was intentionally selected because of the victim's actual or perceived race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, disability. In addition to the crime listed above, hate crimes also pertain to larceny- theft, simple assault, intimidation and destruction/damage/vandalism of property.

VAWA Offenses:

Dating Violence

The term "dating violence is defined as 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 determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Domestic Violence

The term "domestic violence" is defined as a felony or misdemeanor crime of violence committed—

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- Fear for the person's safety or the safety of others;
- or Suffer substantial emotional distress.

Arrests for Liquor Law Violations

The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned.

(Drunkenness and driving under the influence are not included in this definition.)

Arrests for Drug Abuse Violations

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

Arrests for Weapons Law Violations

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

Disciplinary Referrals for Liquor Law Violations, Drug Law Violations, or Weapons Law Violations The referral of any student to any campus official that initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction for any of the alcohol, drug, or weapons law violations listed above. It is possible that students may be both arrested and referred for campus discipline for liquor, drug, or weapons violations. In such instances, the action is counted only in the arrest category and not the referral category.

Clery Locations:

On Campus

Any building or property owned or controlled by Fort Lewis College within the same reasonably contiguous geographic area of the campus and used by the institution in direct support of, or in a manner related to, the institution's educational purposes including residence halls and campus dining facilities.

Non-Campus Building or Property

Any building or property owned or controlled by a student organization that is officially recognized by Fort Lewis College, or any building or property owned or controlled by Fort Lewis College that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same

reasonably contiguous geographic area of the campus.

Fort Lewis College does not have any buildings or property off campus that are owned or controlled by officially recognized student organizations.

Public Property

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. For the purposes of Fort Lewis College's crime statistics, this includes Fort Lewis Drive, sections of Rim Drive, sections of 8th Avenue, and property up to and including sections of the east side of South College Drive (Goeglein Gulch Road) and a section of North College Drive. A map outlining this area is available for review in the Fort Lewis College Police Department and in the Student Affairs Office.

2018 Statistics

| Fort Lewis College Crime Statistics Summary | All On Campus | Non-Campus | Public Property | Total | On-Campus Residential Only | Unfounded |
|---|---------------|------------|-----------------|-------|----------------------------|-------------|
| Reportable Criminal Offenses | 2018 | | | | 2018 | 2018 |
| Murder/Non-negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 |
| Rape | 2 | 0 | 0 | 2 | 2 | 0 |
| Fondling | 1 | 0 | 0 | 1 | 1 | 0 |
| Incest | 0 | 0 | 0 | 0 | 0 | 0 |
| Statutory Rape | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 1 | 0 | 0 | 1 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 |
| Burglary (Including Attempted Burglary) | 4 | 0 | 0 | 4 | 4 | 0 |
| Motor Vehicle Theft (Including Attempts) | 2 | 0 | 0 | 2 | 0 | 0 |
| Arson | 1 | 0 | 0 | 1 | 1 | 0 |
| VAWA Offenses | | | | | | |
| Domestic Violence | 3 | 0 | 0 | 3 | 3 | 0 |
| Dating Violence | 4 | 0 | 0 | 4 | 2 | 0 |
| Stalking | 6 | 0 | 0 | 6 | 3 | 0 |
| Liquor, Drug, & Weapons Violations | | | | | | |
| Arrests for Liquor Law Violations | 10 | 0 | 0 | 10 | 9 | 0 |
| Arrests for Drug Law Violations | 6 | 0 | 0 | 6 | 0 | 0 |
| Arrests for Illegal Weapons Possessions | 0 | 0 | 0 | 0 | 0 | 0 |
| Referrals for Liquor Law Violations | 93 | 0 | 0 | 93 | 87 | 0 |
| Referrals for Drug Law Violations | 55 | 0 | 0 | 55 | 46 | 0 |
| Referrals for Illegal Weapons Possessions | 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 |

2017 Statistics

| Fort Lewis College Crime Statistics Summary | All On Campus | Non-Campus | Public Property | Total | On-Campus Residential Only | Unfounded |
|---|---------------|------------|-----------------|-------|----------------------------|-------------|
| Reportable Criminal Offenses | 2017 | | | | 2017 | 2017 |
| Murder/Non-negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 |
| Rape | 4 | 0 | 0 | 4 | 4 | 0 |
| Fondling | 0 | 0 | 0 | 0 | 0 | 0 |
| Incest | 0 | 0 | 0 | 0 | 0 | 0 |
| Statutory Rape | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 1 | 0 | 0 | 1 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 |
| Burglary (Including Attempted Burglary) | 4 | 0 | 0 | 4 | 4 | 0 |
| Motor Vehicle Theft (Including Attempts) | 0 | 0 | 0 | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 | 0 | 0 | 0 |
| VAWA Offenses | | | | | | |
| Domestic Violence | 4 | 0 | 0 | 4 | 3 | 0 |
| Dating Violence | 0 | 0 | 0 | 0 | 0 | 0 |
| Stalking | 1 | 0 | 0 | 1 | 0 | 0 |
| Liquor, Drug, & Weapons Violations | | | | | | |
| Arrests for Liquor Law Violations | 62 | 0 | 0 | 62 | 43 | 0 |
| Arrests for Drug Law Violations | 19 | 0 | 0 | 19 | 3 | 0 |
| Arrests for Illegal Weapons Possessions | 0 | 0 | 0 | 0 | 0 | 0 |
| Referrals for Liquor Law Violations | 133 | 0 | 0 | 133 | 128 | 0 |
| Referrals for Drug Law Violations | 67 | 0 | 0 | 67 | 62 | 0 |
| Referrals for Illegal Weapons Possessions | 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 |

2016 Statistics

| Fort Lewis College Crime Statistics Summary | All On Campus | Non-Campus | Public Property | Total | On-Campus Residential Only | Unfounded |
|---|---------------|------------|-----------------|-------|----------------------------|-------------|
| Reportable Criminal Offenses | 2016 | | | | 2016 | 2016 |
| Murder/Non-negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 |
| Rape | 4 | 0 | 0 | 4 | 3 | 0 |
| Fondling | 2 | 0 | 0 | 2 | 2 | 0 |
| Incest | 0 | 0 | 0 | 0 | 0 | 0 |
| Statutory Rape | 0 | 0 | 0 | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 | 0 | 0 | 0 |
| Burglary (Including Attempted Burglary) | 19 | 0 | 0 | 19 | 14 | 0 |
| Motor Vehicle Theft (Including Attempts) | 0 | 0 | 0 | 0 | 0 | 0 |
| Arson | 1 | 0 | 0 | 1 | 1 | 0 |
| VAWA Offenses | | | | | | |
| Domestic Violence | 3 | 0 | 0 | 3 | 2 | 0 |
| Dating Violence | 0 | 0 | 0 | 0 | 0 | 0 |
| Stalking | 2 | 0 | 0 | 2 | 1 | 0 |
| Liquor, Drug, & Weapons Violations | | | | | | |
| Arrests for Liquor Law Violations | 77 | 0 | 2 | 79 | 45 | 0 |
| Arrests for Drug Law Violations | 36 | 0 | 0 | 36 | 6 | 0 |
| Arrests for Illegal Weapons Possessions | 0 | 0 | 0 | 0 | 0 | 0 |
| Referrals for Liquor Law Violations | 203 | 0 | 0 | 203 | 194 | 0 |
| Referrals for Drug Law Violations | 74 | 0 | 0 | 74 | 69 | 0 |
| Referrals for Illegal Weapons Possessions | 0 | 0 | 0 | 0 | 0 | 0 |
| Reportable Hate Crimes | | | | | | |
| Race | 0 | 0 | 0 | 0 | 0 | 0 |
| Gender | 1 | 0 | 0 | 1 | 1 | 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 |

Hate Crime details for 2016: 2 counts Destruction/Damage/Vandalism. One motivated by Gender and one by Religious bias.

ALCOHOL AND OTHER DRUG POLICY

In compliance with the Drug-free Schools and Campuses Act and the Drug-free Workplace Act, this policy is intended to inform all members of the College community of the College's policy concerning alcohol and other drugs.

This policy applies to all students, faculty and staff.

ALCOHOL

The abuse or unlawful use, consumption, transportation, offer for sale, manufacture, dispensing, sale, distribution, possession of alcohol, or inappropriate behavior resulting from the use of alcohol is prohibited at all times on the Fort Lewis College campus and at any sanctioned College activity whether on or off campus.

Further, the consumption of alcoholic beverages is prohibited in all Fort Lewis College residence halls at all times. This restriction applies to all residence hall occupants regardless of age. In the apartment complexes, a person 21 years of age or older is permitted to consume alcohol in the privacy of his/her apartment only; however, lounges and common areas are considered public spaces and open containers are prohibited. As specified in the *Student Housing Guide*, at no time are any beer kegs permitted in the residence halls, or in on-campus apartments. Providing alcoholic beverages to individuals who are under 21 years of age or possession of alcohol by individuals who are under 21 years of age is prohibited on the College campus.

OTHER DRUGS

The use, possession, or distribution of illegal drugs or drug paraphernalia; unlawful use, possession, or distribution of controlled substances; alteration of a drug prescription; or inappropriate behavior resulting from the use of drugs or other substances is prohibited at all times on the Fort Lewis College campus and at any sanctioned college activity whether on or off campus. Possession or use of medical marijuana on the Fort Lewis College campus, including residential buildings, is a violation of this policy.

SANCTIONS

Students found to be in violation of this Alcohol and Other Drug Policy will be subject to Student Housing policy sanctions as outlined in the *Student Housing Guide* and/or College sanctions as outlined in the *Grievance Procedure*. College sanctions may include substance abuse education, warning, probation, removal from College housing, suspension, or expulsion from the College itself. Students found in violation of this policy may also be subject to ineligibility for financial assistance and/or ineligibility for athletics.

Employees (including student employees, faculty, and staff), who are found to be in violation of the Alcohol and Other Drug Policy, may be subject to participation in a rehabilitation program, or disciplinary action such as reprimand, suspension, salary reduction, demotion, or termination of employment. Any employee whose act, in violation of the Alcohol and Other Drug Policy, also results in a conviction under a criminal drug statute must report the conviction in writing to his/her supervisor within five days.

Alcohol and drug testing of applicants for employment and employees may be performed when positions require a commercial driver's license or the performance of safety sensitive functions. See the addendum to the Fort Lewis College Alcohol and Drug Policy available in the Human Resources Office, 210 Berndt Hall.

Many of the acts that violate this policy also violate the criminal code and may be referred for prosecution. In such cases, law enforcement authorities may administer a separate penalty.

CAMPUS RESOURCES

Fort Lewis College has established several services and programs to assist students and employees.

The Fort Lewis College Counseling Center offers confidential individual and group therapy to currently enrolled students. Each student may have four counseling sessions per year without charge. The Counseling Center also offers referral/consultation services.

Students who are in recovery from drug or alcohol abuse can obtain information about AA, NA, or Al-Anon meetings by contacting the Counseling Center at 247- 7212, 260 Noble Hall or Student Wellness at 247-7508, 178 Student Union.

The Fort Lewis College Student Wellness Program provides services to students that are designed to raise awareness of drug and alcohol issues. The program helps students to understand and assess their own involvement and to increase their

knowledge concerning alcohol and drugs. The Student Wellness Program assists in the development of good decision-making skills and lifestyle choices. Alcohol-free/drug-free events and activities are readily available throughout the campus.

The Student Housing Office, through its staff and in conjunction with the Counseling Center, addresses the use and abuse of alcohol and drugs by resident students. The Health Center offers educational materials and literature on substance abuse. Profile Employee Assistance Program (Profile EAP) provides confidential counseling services to employees of Fort Lewis College and their immediate families for assistance with drug and/or alcohol problems, as well as other personal matters (contact information below). Colorado State Employee Assistance Program (C-SEAP) is available for confidential counseling for all state employees (contact information below).

Available Alcohol and Other Drug Programs and Treatment Facilities:

Arapahoe House Comprehensive Alcohol and Drug Addiction Services

8801 Lipan Street
Thornton, Colorado 80260
(303) 657-3700

Axis Health System Columbine Center

281 Sawyer Drive, Suite 100
Durango, CO 81303
(970) 259-2162

Axis Health System Crossroads

at Grandview 1125 Three
Springs Boulevard Durango, CO
81301
(970) 403-0180

Colorado State Employee Assistance Program

89 Reed Library Fort
Lewis College 1000 Rim
Drive
Durango, CO 81301
1 (800) 821-8154

Cortez Addictions Recovery Services, Inc.

35
North Ash Street
Cortez, Colorado 81321
(970) 565-4109

Profile Employee Assistance Program

1010 Three Springs Boulevard, #248
Durango, CO 81301
(970) 764-3760

Southern Ute Alcoholism Recovery Center

296 Mouache Drive
Ignacio, Colorado 81137
(970) 563-4555

SW Colorado Mental Health Center Detox Unit

1125 Three Springs Boulevard
Durango 81301
(970) 259-8732

LEGAL SANCTIONS FOR DRUG AND ALCOHOL OFFENSES UNDER APPLICABLE LAWS

This section summarizes the legal sanctions that may be imposed for violations of local, State, and Federal laws controlling drugs and alcohol. Statutory references are included for those who wish to study the language of the statute. This section does not describe all prohibited conduct or all applicable sanctions.

FEDERAL

Every conceivable act related to the possession, use, production, and distribution of controlled substances is covered by Title 21 U.S.C. (United States Code). The list of controlled substances that may be found under Title 21 U.S.C. 812 and 21 C.F.R. (Code of Federal Regulations 1300.11 through 1300.15) is updated frequently to assure that all designer drugs are covered.

Persons convicted on Federal charges of drug trafficking within 1,000 feet of a university (21 U.S.C. 860) face penalties of prison terms and fines that are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least one year.

Secondary civil consequences also may flow from criminal drug violations. Property associated with criminal acts (including homes and/or vehicles) can be confiscated by State or Federal governments.

Those convicted of felony violations may be barred from governmental employment and from licensed professions such as law, medicine, and teaching.

The maximum penalty for the most serious offense is 16 years in prison and a \$750,000 fine.

STATE

State criminal statutes (which may generally be found under Titles 12 and 18 of the Colorado Revised Statutes) cover the same scope of conduct; and although the sentences and fines are generally less severe than Federal laws, life sentences are possible for repeat offenders. The maximum penalty for the least serious state offense is a fine of \$100 (C.R.S. 18-18-406(1)).

State laws concerning driving under the influence of alcohol apply equally to driving under the influence of drugs.

State laws regulating the production, dispensation, possession, and use of alcohol may be found in Title 12 of the Colorado Revised Statutes. Perhaps their most significant aspect for a college campus is the prohibition of the distribution of alcoholic beverages to any person under the age of 21, to a visibly intoxicated person, or to a known drunkard. They also prohibit any form of assistance to these categories of people in obtaining alcoholic beverages. Violation of these laws is a misdemeanor punishable by fines of \$1,000 and jail sentences of a year. However, such conduct may, in some circumstances, constitute contributing to the delinquency of a minor, which is a felony offense punishable by an eight-year prison sentence and a

\$500,000 fine.

Criminal sanctions also apply to those who operate motor vehicles while under the influence of alcohol and/or drugs. Under Section 42-4-1301, Colorado Revised Statutes, the maximum penalty for such an act is two years in jail and a \$5,000 fine. If someone is injured as a result, the act is a felony punishable by four years in prison and a \$100,000 fine. If someone is killed, the sentence can be eight years and a \$500,000 fine. All such convictions also result in the revocation of driving privileges.

State law requires drivers who are stopped by the police for suspected violation of this law to submit to scientific tests that determine the amount of alcohol in their blood. Those who refuse automatically lose their driver's license.

DURANGO CITY ORDINANCES

The Code of Ordinances for the City of Durango makes it unlawful for any person in the city to carry or have any open containers of alcohol on any street, sidewalk, alley, parking lot, or other public place in the city, or in any motor vehicle in the city or on the grounds of any public or private school, college or university in the city. It is also unlawful for any person to drink alcohol in any of the above-mentioned places in the city.

| Substance | Possible Long-term Effects | Dependence Potential |
|---|--|-----------------------------|
| Alcohol | Toxic psychosis, addiction, neurological and liver damage, fetal alcohol syndrome | Yes |
| Amphetamines uppers, speed | Loss of appetite, delusion, hallucinations, heart problems, hypertension, irritability, insomnia, toxic psychosis | Yes |
| Barbiturates barbs, bluebirds, blues | Severe withdrawal symptoms, possible convulsions, toxic psychosis, depression | Yes |
| Cocaine & cocaine freebase coke, crack | Loss of appetite, depression, weight loss, seizure, heart attack, stroke, hypertension, hallucinations, psychosis, chronic cough, nasal passage injury | Yes |
| Codeine | Addiction, constipation, loss of appetite, lethargy | Yes |
| Heroin H, junk, smack | Addiction, constipation, loss of appetite, lethargy | Yes |
| LSD Acid | May intensify existing psychosis, panic reactions, can interfere with psychological adjustment and social functioning, insomnia, hallucinations | Possible |
| MDA, MMDA, MOMA, MDE ecstasy, xtc | Same as LSD, sleeplessness, nausea, confusion increased blood pressure, sweating | Possible |
| Marijuana (cannabis) pot, grass, dope, weed, joints | Bronchitis, conjunctivitis, possible birth defects | Yes |
| Mescaline (peyote cactus) mesc, peyote | May intensify existing psychosis, anxiety, incoordination, sweating, chills and shivering | Possible |
| Methaqualone Ludes | Coma, convulsions | Yes |
| Morphine M, morf | Addiction, constipation, loss of appetite | Yes |
| PCP crystal, tea, angel dust | Psychotic behavior, violent acts, psychosis | Yes |
| Psilocybin magic mushrooms, shrooms | May intensify existing psychosis | Possible |
| Steroids roids, juice | Cholesterol imbalance, acne, anger management problems, masculinization of women, breast enlargement in men, premature fusion of long bones preventing attainment of normal height, atrophy of reproductive organs, impotence, reduced fertility, stroke, hypertension, congestive heart failure, liver damage | Yes |

SEXUAL MISCONDUCT

SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

PREVENTION AND AWARENESS PROGRAMS

Fort Lewis College conducts comprehensive educational programming to prevent and bring awareness regarding sexual assault, domestic violence, dating violence and stalking, as well as gender-based harassment and sexual exploitation.

At the start of the fall semester, written notification is sent via email to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, student financial aid, and other services available to victims, both within the institution and in the community.

Programming Content

Educational initiatives consist of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention programs for students, faculty and staff that:

- Identifies sexual assault, domestic violence, dating violence, and stalking as prohibited conduct by Fort Lewis College policies and state criminal law;
- Defines what behavior constitutes sexual assault, domestic violence, dating violence, stalking, and consent pursuant to Fort Lewis College policies and state criminal law (see definitions on page 25-26 of ASR)
- Defines what behavior and actions constitute consent to sexual activity pursuant to Fort Lewis College policies and state criminal law;
- Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of sexual assault, domestic violence, dating violence, or stalking against a person other than the bystander;
- Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks; and,
- Provides an overview of the information that follows below in this policy statement.

Description of Programs

Fort Lewis College has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students; participating in and presenting information and materials during new employee orientation;

participating in the Faculty orientation program; and presenting educational programs throughout the year.

Specifically, Fort Lewis College offers the following for new students during mandatory orientation:

- New student orientation booklets that include bystander intervention tips and options for reporting sexual assault anonymously, confidentially, and otherwise.
- Elephant in the Room, a peer theater program which includes scenarios that are educational about sexual assault and date rape, followed by group discussion sessions with counselors and wellness educators.

Residential students, most of whom are new students, are offered additional information through residential programming, which may involve collaborations with FLC Police, Durango's Sexual Assault Services Organization, FLC Student Wellness Initiatives, FLC faculty, etc. Each hall must offer this programming through live presentations/interactive events and/or bulletin boards. This year, topics included but were not limited to sexual assault, consent, bystander intervention, healthy relationships, domestic and dating violence, gender based sexual harassment, sexual exploitation, rape culture, community resources on sexual and domestic violence, reporting procedures, and self-defense.

Fort Lewis College also requires all new employees to complete discrimination and harassment training. All responsible employees (all faculty and most staff, including student staff such as RA's and Orientation Leaders) were required to complete training about duties upon receipt of a report of sexual assault. This training includes information about supporting and understanding the specific experience of sexual assault victims.

Fort Lewis College sexual misconduct investigators receive regular training on the issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

Additional presentations on the subject of sexual

assault and other sexual misconduct were offered in classrooms and through co-curricular forums, such as the Gender and Sexuality Resource Center.

Ongoing Community Health Programs for Students:

- Active Bystander Education (Bystander Intervention) #Icanstoprape poster campaign
- Toilet Talk flyer campaign, including features on sexual assault and domestic violence
- Paint Your Pinky Nail Purple Domestic Violence Campaign
- It's On Us Pledge Campaign (students pledge to act against sexual assault);
- The Clothesline Project (campus public art project to bring awareness to sexual violence)
- Comprehensive online sexual violence prevention program for all students
- Annual Light Up the Night Glow Run all campus program collaboration with Student Housing and Conference Services, SASO, etc.
- Consent Event, an all campus program to educate students about FLC consent policy and how to report sexual assault and harassment.
- Screening of The Hunting Ground, followed by panel discussion.
- A variety of campus talks on topics including violence against Native American women, and campus sexual assault.
- Safe Spring Break Fanny Pack Sale.

SEXUAL MISCONDUCT POLICY

The Student Right-to-Know and Campus Security Act of 1990 (Clery Act), the Higher Education Amendments of 1992 and 1998, the Violent Crime Control and Law Enforcement Act of 1994 (Violence Against Women Act), Title IX and the Campus SaVE Act of 2013 require colleges and universities to provide information concerning programs to prevent sexual assault, domestic violence, dating violence and stalking; and the procedures they follow if an incident of sexual assault, domestic violence, dating violence and stalking has been reported.

Fort Lewis College is a community that encourages students' social and emotional development as well as their intellectual growth. As a community of trust governed by standards of conduct, men and women should be free to socialize without fear of bodily harm or psychological coercion. Fort Lewis College believes in gender equality, responsible decision-making, and the right of every individual to decide upon the appropriate degree of intimacy he or she wishes in dealing with the rest of the community.

To assist with this process, an educational program on sexual assault is required during freshman orientation for all new students and their parents. In addition, the Student Housing Office provides programs for all campus residents at least once per semester. This program covers sexual misconduct and substance abuse. The Student Wellness Program and the Fort Lewis College Police Department coordinate sexual assault programs providing campus-wide information. The Health Center provides informational brochures and wellness-related counseling to help prevent sexual misconduct. A resource library of videotapes, pamphlets, and other educational materials is available in the Student Housing Office and the Counseling Center.

Sexual misconduct is considered reported when a report has been made to a responsible employee, including but not limited to the Title IX Coordinator and/or the Fort Lewis College Police, directly or through the [Tell Someone](#) website. Incidents that occur on or off campus and are reported to local law enforcement officials may result in College disciplinary action under the Student Conduct Policy or the Sexual Misconduct Policy.

The following policy outlines the procedures governing the reporting of cases of sexual misconduct.

STATEMENT OF POLICY

Notice of Non-Discrimination: Fort Lewis College does not discriminate on the basis of sex in its education programs and activities, as required by Title IX of the Education Amendments of 1972. Inquiries concerning the application of Title IX may be referred to Fort Lewis College's Title IX Coordinator (hereinafter "Coordinator", or to the U.S. Department of Education's Office of Civil Rights.

The Title IX Coordinator's contact information is:

Molly Wieser
230 Skyhawk Station
Fort Lewis College
Phone: (970) 247-7241
Email: TellSomeone@fortlewis.edu

The Office of Civil Rights contact information is:

Denver Office, Office for Civil Rights
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard, Suite 310
Denver, CO 80204-3582 Telephone: 303-844-5695
FAX: 303-844-4303; TDD: 800-877-8339
Email: OCR.Denver@ed.gov

The College's Sexual Misconduct Policy applies to all students and to all employees regardless of their employment classification. All Fort Lewis College community members should expect that they will be free from sexual misconduct, including sexual harassment, gender based sexual harassment, sexual violence, sexual exploitation, dating violence, domestic violence, and stalking. Upon becoming aware of sexual misconduct, which creates a hostile environment in the Fort Lewis College community, the College will take immediate action to eliminate the misconduct, prevent its recurrence, and address its effects.

All employees, regardless of their employment classifications, are required, as a condition of their employment, to abide by the Sexual Misconduct Policy.

Supervisors are required, as a condition of their employment, to enforce this policy by seeking to eliminate sexual misconduct in the workplace they supervise by reporting incidents of sexual misconduct and informing supervised employees about this policy and their obligations thereunder.

All students are required, as a condition of their enrollment and participation in activities of Fort Lewis College, to abide by this Sexual Misconduct Policy. Student Organizations at the College and their members are required to abide by this policy in the conduct of their programs and activities. Student Organizations include Registered Student Organizations, club sports, intramurals, and any other Fort Lewis College student

groups or programs.

If the College is to achieve its goals of preventing sexual harassment and taking prompt corrective action when sexual misconduct is suspected or occurs, members of the College community must feel free to report sexual misconduct and to participate in investigations and disciplinary proceedings.

Retaliation against any person who reports sexual misconduct, files a complaint, provided information in connection with a complaint, or participates in the grievance process is prohibited. Retaliation includes, but is not limited to, direct or indirect intimidation, coercion, threats or harassment against any complainant, witness or third party. Any such action shall be grounds for a separate complaint and disciplinary action under this policy.

It is critical that any member of the Fort Lewis College community, except those exempted by law, such as counselors or medical care providers, who believes that he or she has observed an incident of sexual misconduct in the College's learning and work environment involving a member of the College community or who receives a report of alleged sexual misconduct from a member of the College community immediately refer this information to the Coordinator.

DEFINITIONS AND PROHIBITED BEHAVIOR

Sexual Harassment. Sexual harassment is defined as unwelcome conduct of a sexual nature, unwelcome sexual advances, requests for sexual favors, and other visual, verbal or physical conduct of a sexual nature.

- **Quid Pro Quo (This for That):** Conduct may constitute sexual harassment if an individual's education, employment, living environment or participation in any College program or activity is (1) explicitly conditioned on submission by an individual to unwelcome sexual behavior or (2) decided in any part based on an individual's submission or rejection of unwelcome sexual behavior.
- **Hostile Environment Sexual Harassment.** Whether an environment is "hostile" is a fact-specific inquiry based on subjective and objective factors. The complainant must have subjectively experienced unwelcome sexual conduct. Objectively, the conduct must have been, from the perspective of a reasonable person in the alleged complainant's position, sufficiently severe, persistent or pervasive that it unreasonably interferes with, limits or deprives an individual from participating in or benefiting from the College's education or employment programs and/or activities. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove harassment, particularly if the harassment is physical.
- **Examples of Sexual Harassment:** (1) unwelcome sexual

advances, requests for sexual favors, and other visual, verbal or physical conduct of a sexual nature; (2) nonconsensual observation, creation or use of images or audio of another person's sexual activity, intimate body parts or nakedness in person, electronically, through social media, in person, or through physical public posting.

- **Forms of Sexual Harassment:** Sexual Harassment may be subtle and indirect or blatant and overt. For example, it may (1) be conduct toward an individual of the opposite sex or the same sex; (2) occur between peers or between individuals in a hierarchical relationship; (3) be aimed at coercing an individual to participate in an unwanted sexual relationship or have the effect of causing an individual to change behavior; or (4) consist of repeated actions or may arise from a single or isolated incident if sufficiently egregious (such as an incident of sexual violence).

Gender Based Harassment is prohibited under the Discriminatory Harassment Policy. It includes conduct (verbal, gestures, written, graphic, physical, cyberbullying) directed against any person or a small group of persons because of basis of actual or perceived gender, sexual orientation, gender identity, gender expression, that has the reasonably foreseeable effect of creating an offensive, demeaning, intimidating, threatening, or hostile environment for that person or a small group of persons.

Sexual violence. Sexual violence is a form of sexual misconduct and refers to physical non-consensual sexual acts. Sexual violence includes:

- Non-consensual sexual intercourse defined as: any penetration of the anus or vagina, however slight, with any body part or object, by one person upon another person, without consent and/or by force, and includes oral copulation (mouth to genital contact or genital to mouth contact), no matter how slight the penetration.
- Non-consensual sexual contact defined as: intentional contact by a person, however slight, with the breasts, buttock, groin, or genitals of another; or touching another with any of these body parts; or a person touching another or themselves with or on any of these body parts; or any other intentional bodily contact in a sexual manner without consent and/or by force.

Intimate Partner Violence. Intimate partner violence is a form of sexual misconduct and includes:

- Domestic violence defined as: any act of violence or threatened act of violence committed by (1) a current or former spouse or intimate partner of the victim, (2) a person with whom the victim shares a child in common, (3) a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, (4) a person similarly situated to a spouse of the victim under

the domestic or family violence laws of the jurisdiction receiving grant monies, or (5) any other person, against an adult or youth victim who is protected from that person's acts under the relevant domestic or family violence laws of the jurisdiction.

- Dating violence defined as: any act of violence or threatened act of violence committed by a person who is or has been in a romantic or intimate relationship with the victim. The existence of such relationship shall be determined based on a consideration of the following factors: (1) the length of the relationship; (2) the type of relationship; and (3) the frequency of interaction between the persons involved in the relationship. Dating violence includes threats, assault, or property damage as a method of coercion, control, punishment, intimidation or revenge.

Stalking. Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress, including causing a person to respond by altering their activities.

Attempt. Attempts to engage in any act prohibited by this policy is a violation of this policy.

Consent. Consent is affirmative, knowing, and voluntary words or actions that create a mutually understandable and clear agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Silence and/or lack of protest or resistance, by themselves, cannot be interpreted as consent. Consent must be ongoing throughout a sexual activity and may be withdrawn at any time, as long as the withdrawal is communicated clearly. Withdrawal of consent can be communicated in many ways and need not be a verbal withdrawal of consent. The existence of a dating relationship or previous sexual relationship between the persons involved cannot be interpreted as consent. Consent is not effectively given if it results from the use of force, threats, intimidation or coercion, or if a person is incapable of giving consent due to use of drugs or alcohol, or due to intellectual or other disability.

Fort Lewis College Community. The Fort Lewis College community includes all academic, educational, extracurricular, athletic, and other programs of the school, whether those programs are in Fort Lewis College facilities or at a program sponsored by the school elsewhere. Members of the Fort Lewis College community include any employee, faculty member, student, or authorized volunteer.

Complaint. Complaint means a written allegation of sexual misconduct or retaliation that is made on the College's

complaint form at www.fortlewis.edu/tellsomeone. Any member of the College community who has been a victim of sexual misconduct is encouraged to report the matter to the appropriate supervisor(s) or the Coordinator. If an individual wishes to notify the College of possible sexual misconduct and requires resolution, he or she must complete this College's complaint form. All complaints alleging sexual misconduct will be resolved under the Fort Lewis College Grievance Procedure. Inquiries relating to procedure can be made at any time to the Coordinator; however, a procedural inquiry alone does not constitute a complaint.

Complainant. Complainant is an individual or organization filing a complaint regarding sexual misconduct. The victim may or may not be the complainant. The appropriate Vice President or designee may, on behalf of Fort Lewis College, initiate a complaint, serve as complainant, and initiate sexual misconduct proceedings under the Grievance Procedure without a formal complaint by the victim of misconduct.

Respondent. Respondent is the individual against whom a complaint has been filed.

Parties. Parties are the complainant and the respondent. The victim may be treated as a party for notice purposes, if the victim is not the complainant.

TITLE IX COORDINATOR

The Title IX Coordinator is the individual responsible for receiving and overseeing all sexual misconduct allegations, reports and complaints and identifying and addressing any patterns or systemic problems that arise during the review of such complaints. In addition, the Title IX Coordinator shall:

- Act as a liaison between the parties and the Fort Lewis College community.
- Act as a case manager for all Title IX cases.
- Coordinate training for the College community (with the assistance of Human Resources and Wellness Program), investigators, review committee, and appeal authorities.
- Communicate regularly with law enforcement and other campus officials investigating cases and provide information to law enforcement regarding Title IX requirements.
- Determine if law enforcement must be notified of reports of sexual misconduct.

AMNESTY

The College's primary concern is safety. The use of drugs or alcohol never makes the victim at fault for sexual misconduct. Complainants and witnesses will receive amnesty for drug or alcohol use that occurs in the same incident where sexual misconduct is alleged. In addition, a respondent's voluntary use of drugs or alcohol will never

function as a defense to a violation of this policy.

PRIVACY AND CONFIDENTIALITY

The initial discussion regarding a concern will be kept confidential to the full extent permitted by law. The College will honor requests for confidentiality to the extent permitted by law. While all efforts will be made to protect privacy, confidentiality cannot be guaranteed when other members of the College community may be at risk, or when the Coordinator has reason to believe a crime has been committed. In some cases, the College may be required to report information to law enforcement, and/or investigate and take action on the basis of the facts it discovers.

- **Anonymity:** Anonymous reports may be made by leaving out the reporter's name on the College's reporting form at www.fortlewis.edu/tellsomeone.
- **Confidential Support Options:** Confidential support is available through the College's Counseling Center and/or Health Center (for students only), as well as Sexual Assault Services Organization (SASO) in Durango. Additional support resources are available online at <https://www.fortlewis.edu/CareSheet>. This includes information concerning (1) the option to report to law enforcement authorities and the importance of preserving evidence as necessary to prove criminal sexual misconduct; (2) assistance with obtaining a civil protection order; and (3) options for, and assistance in, changing academic, living, transportation and working situations.

REPORTING REQUIREMENT

Most Fort Lewis College employees are Responsible Employees and are required to report sexual misconduct to the Coordinator if they know or have reason to know of an incident of sexual misconduct in the College's learning and working environment involving a member of the College community. Counseling Center and Health Center employees are not Responsible Employees and are not required to report sexual misconduct to the Title IX Coordinator. Employees who are not sure whether they are Responsible Employees should contact the Title IX Coordinator.

TRAINING

Fort Lewis College offers training online and/or in person regarding prevention of sexual misconduct, reporting of sexual misconduct, bystander intervention, and sexual consent.

- Supervisors are required, as a condition of their employment, to ensure that employees complete related training.
- Employees, including supervisors, are required, as a

condition of their employment, to complete sexual misconduct prevention and reporting training, at a minimum.

- Students are required, as a condition of enrollment, to complete online sexual misconduct training.

Grievance Procedure

DEFINITIONS

Coordinator. Coordinator is the Title IX Coordinator, or the Equal Opportunity Coordinator, or the College employee charged with coordinating the College's response to conduct prohibited under the Relevant Policies (listed below).

Complainant. Complainant is an individual or organization, including the College, filing a complaint.

Disciplinary Authority. The disciplinary authority is the individual who has the authority or delegated authority to impose discipline upon a particular employee, faculty member, or student.

Employee. Employee means any individual who receives payment from the College for work performed, including but not limited to faculty, exempt and classified staff, student employees, or temporary employees.

Parties. Parties are the complainant and the respondent. The victim may be treated as a party for notice purposes, if the victim is not the complainant.

Respondent. Respondent is the individual against whom a Complaint has been filed.

Student. Student means any individual who has confirmed admission to the College, is a new student at orientation, is currently enrolled in courses at the College, whether full-time or part-time, was enrolled in the previous semester, or is registered for a future semester.

Working Days. Working days are those days when the administrative offices of the College are open.

SCOPE AND JURISDICTION

Relevant Policies: These Procedures are used to handle complaints or reports of misconduct that violate the Fort Lewis College Student Conduct Policy, Equal Opportunity and Affirmative Action Policy, Sexual Misconduct Policy, Discriminatory Harassment Policy, and Disability Anti-Discrimination Policy.

Jurisdiction: These Procedures govern all students, faculty, staff, contractors, volunteers, affiliated entities, and other third parties regarding:

- Conduct that occurs on College property or at official College functions or at College sponsored programs conducted off campus.
- Conduct that occurs off College property if it has a potential continuing effect on campus or creates an ongoing hostile environment on campus, including, but not limited to, adversely affecting the health, safety or security of any member of the College community or the mission of the College.
- These procedures may operate in conjunction with additional policies or procedures per section VI.F.3 of these procedures, below.

Jurisdiction Exceptions: A jurisdiction exception may exist for third parties. Matters concerning contractors, volunteers, affiliated entities and other third parties who would be respondents under any of the Relevant Policies may, at the discretion of the College, be resolved under the College contracts, agreements, policies and laws applicable to the entity.

Criminal or Civil Process: Actions taken under these Procedures are separate and independent from any law enforcement or other court process or proceeding, such as a civil lawsuit or criminal prosecution that may relate to the same underlying factual incident. The applicability of these Procedures is not dependent upon whether criminal charges are filed. Investigations or inquiries conducted by the College are not postponed while criminal or civil proceedings are pending unless determined appropriate by the College. Dismissal of criminal charges or acquittal in a criminal case does not prevent the College from investigating and adjudicating an incident.

Time Limits: There are no time limits to make a complaint under the Relevant Policies to initiate these Procedures long as the College has jurisdiction over the parties involved at the time of the incident or complaint.

Failure to Appear: The failure of an individual to appear and/or respond to the College does not prevent the College from proceeding with these Procedures.

Review: The College may review and take any appropriate action deemed necessary, including re-opening an investigation, if evidence, including but not limited to, results from a sexual assault nurse examination (SANE), becomes available that was previously unavailable to the College or the Procedure as set forth herein was not followed.

Off-Campus Program Incidents: College employees and students sometimes work or study at the worksite or

program of another organization affiliated with the College. When a violation is alleged by or against College employees or students in those circumstances, the complaint shall be handled as provided in the affiliation agreement between the College and the other entity. In the absence of an affiliation agreement or a provision addressing this issue, the College may, at its discretion, choose to (1) conduct its own investigation; (2) conduct a joint investigation with the affiliated entity; (3) defer to the findings of an investigation by the affiliated entity where the College has reviewed the investigation process and is satisfied that it was fairly conducted; (4) use the investigation and findings of the affiliated entity as a basis for further investigation; or (5) take other action as determined appropriate by the College.

Prior Conduct: Conduct alleged to have occurred before an individual became affiliated with the College may be addressed through applicable remedial, protective, and/or educational measures as determined by the College if the alleged conduct interferes with or impedes upon equal access to employment or education for any current College community members.

REPORTING

If an individual wishes to notify the College of possible discrimination or misconduct and pursue formal or informal resolution under these Grievance Procedures, he or she must submit a complaint as follows:

- **Sexual Misconduct Complaints:** Information or complaints of sexual misconduct should be directed to the Title IX Coordinator, 230 Skyhawk Station, (970) 247-7241, or TellSomeone@fortlewis.edu. Complaints concerning sexual misconduct may also be filed online at www.fortlewis.edu/TellSomeone. Complainants may also file a report with campus police or local law enforcement at any time, in addition to filing a complaint with the College. Individuals who would like help can request it from the Title IX Coordinator, counselors, or health center employees. If Fort Lewis College knows about possible sexual misconduct or discrimination through the filing of a complaint or other reliable information sources, it will conduct a prompt, thorough and impartial investigation and resolution. Fort Lewis College will act to end discrimination, prevent its recurrence, and remedy its effects on victims and the Fort Lewis College community. No one is required to notify law enforcement about sexual assault or sexual harassment if they do not wish to do so. Similarly, individuals may report an incident to law enforcement without reporting to the College. Individuals reporting that they were a victim of sexual harassment, sexual violence, dating violence, domestic violence, sexual assault or stalking will receive a resource sheet explaining their reporting options and available services.

- Discrimination Complaints: Information or complaints involving Equal Opportunity and Affirmative Action, disability discrimination or discriminatory harassment should be directed in writing to Equal Opportunity Coordinator, [David Pirrone](#), Human Resources, (970) 247-7182, or filed online at www.fortlewis.edu/TellSomeone.
- Student Conduct Policy Complaints: Individuals wishing to report a Student Conduct Policy violation may file online at www.fortlewis.edu/TellSomeone. Residential students may inform residential housing staff.

Contents of Complaint: Generally, all complaints alleging misconduct, discrimination, or retaliation should be made as soon after the event as possible so that the matter may be investigated in a timely manner. Complaints of alleged misconduct, discrimination, or retaliation should state the “who, when, where, and what” of the situation.

The complainant may or may not be the victim. A third party may make a report of misconduct, discrimination, or retaliation, or the appropriate Vice President may, on behalf of Fort Lewis College, initiate a complaint, serve as complainant, and initiate proceedings without a formal complaint by the victim of misconduct.

INTERIM MEASURES

Interim measures are individualized services offered to either or both parties involved in an alleged incident of misconduct, prior to an investigation under these Procedures or while an investigation is pending, so that neither student is unnecessarily deprived of their access to education. Interim measures will be determined by the Coordinator and will be individualized and appropriate based on the information gathered by the Coordinator. As the needs of each party may change over time, the Coordinator will communicate with the parties throughout the investigation to ensure that interim measures are necessary and effective based on each party’s needs.

The Coordinator will provide both parties with written notice of the availability of interim measures at the time the Notice of Investigation is issued. Interim measures may include, but are not limited to, the following:

- Referrals to counseling, health services, SANE, or advocacy or legal assistance;
- Extensions of time or other course-related adjustments;
- Academic support services, such as tutoring;
- Modifications of work or class schedules;
- Modifications of housing assignments;
- Leaves of absence;
- No contact” directives from the College;
- Assistance with civil or criminal protection orders.

Victims need not report incidents to the College or law enforcement in order to receive support from the College. Victims may request interim measures even if the victim chooses not to make a formal complaint by contacting the Coordinator.

Restraining Orders: Victims may apply for a civil restraining order through local law enforcement. Forms and information is online [here](#). The Coordinator may refer the victim for assistance with applying for a civil restraining order. In addition, Fort Lewis College complies with Colorado law in recognizing court protection orders. Individuals who wish to may provide a copy of such an order to the Fort Lewis College Police and/or the Coordinator.

Retaliation: The College will work to prevent retaliation and respond strongly if retaliation occurs. Any complaints of retaliation are grounds for a separate complaint and disciplinary action. Complainants or other participants in the investigation or disciplinary proceedings who experience retaliation should file a report at www.Fortlewis.edu/Tellsomeone or report it to the Coordinator. Retaliation means any adverse action threatened or taken against a person because an individual has reported misconduct, filed a complaint, provided information in connection with a complaint, or participated in an investigation. An “adverse action” is one that would dissuade a reasonable person from reporting an allegation of misconduct or participating in an investigation of misconduct and includes, but is not limited to, direct and indirect intimidation, coercion, threats, and discrimination or harassment.

COMPLAINT RESOLUTION

College’s Obligation: If an individual makes a report of prohibited conduct which involves one of the Relevant Policies, the College has an obligation and jurisdiction to conduct a preliminary inquiry to determine whether the conduct occurred during, or had continuing effects on, a College program, activity or employment.

Method of Resolution: The Coordinator has discretion to determine the appropriate means for addressing the report or complaint. Options include but are not limited to:

- Formal Complaint Resolution
- Informal Complaint Resolution
- Determining that the facts of the complaint or report, even if true, would not constitute a violation of the Relevant Policies listed above and closing the matter following a preliminary inquiry.
- Determining that the facts of the case are such that there is no ongoing hostile environment or risk of recurrence of a hostile environment and closing the matter on the basis of mootness following a preliminary inquiry. Such a

determination may be made in circumstances such as, but not limited to, the following: where the respondent is no longer a student or will cease to be a student before a fair proceeding can be completed, where the respondent is no longer an employee of the College, where the complaint is made regarding an individual who is not a member of the College community, or where the alleged misconduct occurred beyond the College's jurisdiction.

- Referring the matter to an employee's disciplinary authority or supervisor, depending upon the employee's employment classification. In such event, the employee's disciplinary authority will meet with the employee prior to taking any disciplinary action, and the College will work to redress the effects of any discrimination and harassment resulting from the alleged misconduct.

Interim Suspension: In appropriate circumstances, the Vice President for Student Affairs or designee may suspend a student from the College for an interim period, pending resolution under this Grievance Procedure, in accordance with the College's Interim Suspension Policy.

Formal Complaint Resolution:

The Formal Complaint Resolution process is initiated by sending the parties a Notice of Investigation. The Notice will include:

- A link or links to the Grievance Procedure and the applicable Relevant Policy or Policies;
- Identities of the parties involved;
- The specific section of the Relevant Policy allegedly violated;
- A summary of the alleged conduct constituting the potential violation;
- The date and location of the alleged incident;
- Applicable interim measures, such as no-contact directive;
- Non-retaliation notice;
- Notice of appointment of an investigator, requirement of responding to investigator and consequences for non-response to the investigator;
- Notice of possible separation from the College, if applicable.

The Notice of Investigation will be sent to both parties by College email or and may additionally be sent to permanent addresses in the College's information system, to an address appearing in a police report, or may be hand-delivered.

Notice shall be considered provided on the date of hand-delivery or on the date emailed. For employee respondents, a copy of the Notice will be sent to the employee's supervisor

and/or the employee's appointing/disciplinary authority as well as Human Resources.

Non-participation: If the respondent does not schedule or attend an interview with the Investigator, or if the respondent schedules an interview but does not attend or attends but does not participate, the Investigator may complete the investigation based on the totality of information obtained, which may include police investigation reports and other relevant documents or information.

Investigator: The Coordinator will appoint an investigator to conduct a thorough and impartial investigation of the alleged misconduct. Investigations will be conducted by qualified employees who are trained to complete a prompt, fair, equitable and impartial investigation. The Coordinator will ensure that all investigators receive annual training on issues related to sexual assault, intimate partner abuse, stalking, sexual harassment, protected class discrimination and harassment and retaliation. The Coordinator may opt to have more than one investigator assigned to a case.

Outside Investigators: The Coordinator may also designate other individuals, either within or outside the College, to conduct or assist with an investigation. Circumstances which may warrant the designation of an outside investigator include conflicts of interest, allegations of bias, or workload. The Coordinator retains the discretion to determine whether the use of an outside investigator is warranted and reasonable given the circumstances and information available and known at the time. Any outside investigator retained by the College shall have adequate training, qualifications and experience to, in the judgment of the Coordinator, complete a prompt, fair, and impartial investigation. Any outside investigator designated to address an allegation must adhere to the requirements of the Grievance Procedure and confer with the Coordinator on a regular basis regarding the progress of the investigation.

Investigative Process: The College follows an investigative model whereby investigator(s) interview the complainant and the respondent separately and provide each party the opportunity to be heard and to respond. There are no formal hearings. The complainant and respondent shall each have the right to:

- Timely notice of an interview or meeting where a party's presence is requested.
- Provide relevant information and evidence to the investigator.
- Identify relevant witnesses.
- Submit questions to the Investigator, for use during interview(s) with the other party.
- Have an advisor of their choice present during any interview, which may include, but is not limited to, an

attorney or an advocate from outside the College. An advisor may not act or speak on behalf of a party. It is a party's responsibility to select and pay for an advisor whose schedule permits attendance at scheduled interviews.

- Review and respond within five (5) working days to a written Draft Investigation Report, prior to finalization of the Investigation Report.
- Receive a copy of the final Investigation Report at the conclusion of the investigation and a Notice of Outcome, which will include a statement of factual findings and a determination as to whether or not there was a violation of policy.
- Receive a Notice of Sanction, if applicable, in writing.

Disclosure of Draft Investigation Report: Following the fact gathering, the investigator(s) shall send a written Draft Investigation Report to the parties. The Draft Investigation Report will include a summary of the relevant and material facts and the investigator's preliminary findings. The parties will each have five working (5) days to review and respond, in writing. The parties will also have access at this time to witness identities.

Investigative Report: At the conclusion of the investigation and following review and response of the Draft Investigation Report by the parties, the investigator shall finalize the Investigative Report, which will include factual findings and a determination as to whether or not there was a violation of the Relevant Policies.

Review Committee: In cases where (1) the Notice of Investigation indicated the possibility of suspension, expulsion, termination, or other long term or permanent separation from the College; or (2) the Coordinator recommends, the Investigator will submit the report to the Review Committee prior to finalization of the Investigation Report. All persons serving on the Review Committee will receive annual training on issues related to sexual assault, intimate partner abuse, stalking, sexual harassment, protected class discrimination and harassment and retaliation. Investigators described above may also serve on the Review Committee. The Report will be reviewed by three members of the Review Committee for bias and impartiality, thoroughness of the investigation, and the existence of sufficient information to support the finding. The Review Committee may not conduct its own investigation or hearing. The Review Committee may:

- Review the whole investigative file;
- Consult with the Investigator(s);
- Approve the Investigation Report;
- Recommend additional investigation or a new investigation by the same or other investigator. Any substantial changes to a Draft Investigation Report or a

new Draft Investigation Report resulting from this action will trigger another review by the parties pursuant to V.D.8. "Disclosure of Draft Investigation Report."

Investigation Report Distribution: Parties will receive simultaneous copies of the final written Investigation Report. Appointing/Disciplinary Authorities, Human Resources, and supervisors of employee Respondents and Human Resources will receive notice of investigation findings, and access to the remainder of the report depending on their need to know the contents.

Timeline: The College intends to complete any investigation and distribute the resulting Investigation Report within ninety (90) days after issuing the Notice of Investigation, although this time frame may be extended for good cause. Good cause may exist for a variety of factors, including the complexity of the circumstances of each allegation, the integrity and completeness of the investigation, to comply with a request by law enforcement, to accommodate the availability of witnesses, to provide translation services, to account for College breaks or vacations, to access relevant documentation that is not immediately available, or for other relevant reasons. In the event the ninety-day timeframe is extended, both the complainant and respondent will be notified in writing.

Evidence: The standard of proof required for a finding of responsibility is a preponderance of the evidence (i.e., the information gathered demonstrates that it is "more likely than not" that the misconduct occurred).

- The past sexual history or sexual character of a party will not be admissible by the other party in a sexual misconduct investigation or hearing unless such information is determined to be highly relevant by the Investigator. A prior consensual dating or sexual relationship between the parties does not support an inference of affirmative consent or preclude a finding of sexual misconduct.
- The Investigator will review, if available, any prior complaints of misconduct regarding the Respondent if they are relevant or probative to the alleged conduct at issue, or if they demonstrate a pattern of behavior. Such prior complaints, if relevant or probative, may be used in the imposition of interim protective measures, the investigative finding, and/or sanctioning.

Informal Complaint Resolution

Voluntary Informal Complaint Resolution: If all parties voluntarily agree to participation in Informal Complaint Resolution that does not involve the full investigation after receiving a full disclosure of the allegations and the option for Formal Complaint Resolution, and if the College determines that the particular complaint is appropriate for Information

Complaint Resolution, the College may facilitate an informal resolution, including mediation, to assist the parties in reaching a voluntary resolution.

- In some cases, Informal Complaint Resolution may not be appropriate. In such cases, the Coordinator will notify the Complainant that a formal investigation will take place. The complainant may determine whether to participate in the formal investigation.
- Any mediation agreed to by the parties will be facilitated by the Coordinator. The results of Informal Complaint Resolution are final and may not be appealed.

Other Informal Complaint Resolution: The Coordinator may elect Informal Complaint Resolution, particularly in cases where there is no threat to individual or campus safety. The focus in such cases is on remedies tailored to the specific facts of the case and the particular student or employee.

SANCTIONS

Serious violations of policy by students and employees are likely to result in temporary or permanent separation from Fort Lewis College.

Party Input: In cases where the investigation results in a determination that a Relevant Policy or Policies have been violated, within seven (7) days of the date of the Notice of Outcome, the respondent and complainant may request a meeting with the Coordinator or designee to discuss any mitigating or aggravating circumstances related to the incident that may impact sanctioning. Alternatively, the complainant or respondent may submit a written statement within seven (7) days of the Notice of Outcome. A written statement may be up to three pages in length and must be limited to the description of mitigating or aggravating circumstances that may affect sanctioning. Any statement beyond such limitations will not be considered. It is the responsibility of the parties to request to meet with the Coordinator or to submit a written statement within the time prescribed. Failure to meet with the Coordinator or to submit a written statement will constitute a waiver of this opportunity.

Sanctioning Factors: Repeated violations are likely to result in progressively more severe sanctions. In the event that no violation of the Relevant Policies is found, discipline for inappropriate or unprofessional conduct, or other misconduct, may still be administered. Factors pertinent to a sanctioning decision may include as applicable:

- Severity of conduct and whether it escalated during the incident;
- Whether the complainant was incapacitated at the time;
- Whether there was force/violence, weapons, or threats of force/violence;

- Any prior history of related criminal or policy violations;
- Severity of impact on complainant;
- Acceptance of responsibility by respondent; and/or
- On-going safety risk to complainant and/or community.

Notice to Parties: The Coordinator will ensure, to the extent possible, that the parties receive simultaneous notice of sanctions and any other steps taken by the College to remedy the misconduct, to the extent permitted by law.

Sanctions for Students: The Associate Vice President for Student Affairs or designee is responsible for determining all sanctions related to student policy violations. Sanctions for student policy violations typically include:

- Referrals for behavioral assessments from the Counseling Center and/or community based resources and compliance with the results of those assessments.
- Limitations on hours for using campus services.
- Change in housing assignment.
- Restriction from campus facilities, events, co-curricular activities, athletics, and/or residential building(s).
- Housing removal.
- Restriction from having guests in campus housing.
- Payment of restitution.
- Written reflection, written apology.
- Restriction from leadership role and campus employment.
- Campus or community service.
- Restriction from enrollment in classes with a victim.
- Required educational program(s).
- Exploration and utilization of academic support services on campus.
- No contact directive(s).
- Disciplinary warning.
- Disciplinary probation.
- Disciplinary suspension.
- Delayed conferral of degree;
- Expulsion.
- Revocation of admission.

Sanctions for Employees:

The Coordinator will notify the employee's disciplinary authority if a respondent was found to have violated a policy or acted inappropriately or unprofessionally. The disciplinary authority may have access to the investigative records. The Coordinator and the employee's disciplinary authority will, together, determine appropriate sanctions. The Coordinator and the employee's disciplinary authority may consult, as needed, with the investigator, the Coordinator, and any other administrative staff, to determine appropriate sanctions.

Disagreements between the Coordinator and the employee's disciplinary authority will be resolved by submitting the

complaint and investigation information to the President or designee for review and final decision. The President or designee may have access to the investigative records and may consult with the investigator in order to take appropriate action.

Prior to the imposition of sanctions, employees whose terms of employment are also governed by other policies or procedures such as the Faculty Handbook or the State Personnel Board rules may be subject to those additional policies or procedures. The disciplinary authority will impose sanctions at the conclusion of such additional disciplinary policies and procedures. Employee sanctions typically include:

- **Letter of Expectation/Reprimand:** A warning/written letter of expectation or reprimand is a statement from the disciplinary authority that the behavior was inappropriate and that more serious disciplinary action will be taken should subsequent infractions occur.
- **Mandatory Training:** The employee may be required to attend a training, class, or program relevant to the misconduct.
- **Demotion:** The employee is demoted from their current position.
- **Job Duty Modifications:** The disciplinary authority may modify the employment responsibilities of the employee.
- **Reduction in Salary/Ineligibility for Merit Increases:** The employee's salary is reduced either permanently or temporarily or the employee is not eligible for merit increases either permanently or temporarily.
- **Exclusion:** In consultation with the disciplinary authority, the Coordinator may deny access for the employee to all or a portion of College property. When an employee is excluded from College property, that employee may be permitted onto College property for limited periods and specific activities with the permission of the disciplinary authority or College Police. Should the employee enter College property without permission, action may be taken by the College Police for trespass.
- **Termination of Employment and/or Ineligibility for Future Employment:** Pursuant to applicable laws and policies specific to the employee's status, the disciplinary authority may recommend or terminate current employment and/or prohibit future employment.
- **Additional Sanctions:** The disciplinary authority has the discretion to impose additional sanctions that may be warranted and appropriate given the circumstances of the case.

RECORDS

Record Retention and Confidentiality of Records: In all cases, the Coordinator shall retain the investigator's report and the disciplinary authority's final sanction decision for a minimum

of three years or for as long as any administrative or legal action arising out of the complaint is pending. All records, reports and investigations shall be considered confidential and shall not be disclosed publicly except to the extent required by law. No record of the disciplinary proceedings may be made except as authorized by the Associate Vice President. Student disciplinary files are kept for seven years from the final decision date except for expulsion cases, which are kept indefinitely.

Student Disciplinary Hold: While the Grievance Procedure is underway, the College may place a disciplinary hold on the student's records. The disciplinary hold prohibits the student from registering for classes until the Procedure has been completed. A disciplinary hold may also be placed if a student fails to complete assigned sanctions, which has the same impact on a student's records and registration as described above. The disciplinary hold will not be removed until all sanctions are completed. A disciplinary hold shall be placed on a student's record if they are suspended from the College after being found in violation of any of the Relevant Policies.

Release of Student Information: Provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended by the Higher Education Amendments of 1998, govern access to a student's disciplinary file. Students have the right to inspect and review their educational records. To do so, students must submit a written request to the Coordinator. The Coordinator will comply with a request for access within a reasonable time, not to exceed 45 days.

Employee Disciplinary Record: An individual employee's disciplinary proceeding records will be added to the employee's existing personnel file.

Re-Release of Information: Individuals who receive confidential information due to their participation in the Grievance Procedure, or due to the signed consent of the student whose records are in question, are prohibited from further disclosing/releasing the confidential information, unless expressly permitted by law as in cases involving a crime of violence or non-forcible sexual offense. Violation of this prohibition could result in additional charges or other appropriate action.

WEAPONS POLICY

This policy is pursuant to Colorado State Law (CRS 18-12-105.5), and applies to all students, faculty and staff.

Legislative Declaration: The Board of Trustees for Fort Lewis College has general supervision of the College and plenary power to enact rules and regulations for the governance of the College. The Board of Trustees has delegated to the President of the College the power and duty to adopt such policies as are reasonable and necessary for the proper conduct of the operations and activities of the College, provided those policies are lawful and consistent with the bylaws, policies and procedures set forth in the Board's Manual of Policies and Procedures. The President of the College finds and determines that the free and unregulated possession of weapons on the Fort Lewis College campus would:

- Create an unreasonable risk to the health, welfare and safety of students, employees and campus visitors and the preservation of property on the Fort Lewis College campus by careless or malicious use;
- Create a climate of fear and intimidation that would distract and interfere with the reasoned discourse and cooperation required for productive learning and working environments on Fort Lewis College campus; and
- Be inconsistent with the academic mission of Fort Lewis College.

The following policy is lawful and is not inconsistent with the bylaws, policies and procedures set forth in the Board's Manual of Policies and Procedures:

Statement of Policy: Except as expressly provided below, the possession of firearms, explosive or incendiary devices, or other weapons on the Fort Lewis College campus is prohibited. This prohibition shall extend to all grounds and buildings on the Fort Lewis College campus. This policy shall apply to all students, employees and invitees of Fort Lewis College and all other visitors to the Fort Lewis College campus.

"Weapons" include, but are not limited to, the following:

- Firearms of any size or type of construction and ammunition;
- Gas or air guns, including BB, pellet and paint ball guns;
- Bows and arrows, and cross-bows;
- Blackjacks, bludgeons, batons, nunchaku, throwing stars, and metallic knuckles;
- Swords, pikes, lances and spears;
- Any knife with a blade over 3.5 inches in length,

- including hunting and fishing knives;
- Ballistic, gravity and switchblade knives, regardless of the length of the blade;
- Fireworks, gunpowder, or explosive substances; and
- Any harmless object designed to look convincingly like a firearm, explosive or incendiary device, or other weapon.

Exceptions: This policy shall not apply to:

- A peace officer, as described in § 16-2.5-101, C.R.S., when carrying a weapon in conformance with the policy of his/her employing agency as provided in § 16-2.5-101(2).
- A member of the armed forces of the United States or Colorado National Guard while acting in his/her official capacity and in conformance with general or specific military orders.
- A law enforcement officer, agent or employee of the United States, when lawfully carrying a weapon in conformance with the policy of his/her employing agency.
- A person carrying a concealed handgun who holds a valid written permit issued pursuant to
- § 18-12-201, et seq., C.R.S. This exception shall not apply to residents of any Fort Lewis College campus housing, including residence halls, apartments and family housing apartments, who shall be required as a contractual condition of their residency to waive their right to possess and carry concealed handguns in Fort Lewis College campus housing.
- A weapon that remains inside a locked motor vehicle while on the Fort Lewis College campus, provided that the weapon is unloaded. This exception shall not apply to explosive or incendiary devices or explosive substances.
- A kitchen knife with a blade over 3.5 inches in length which is kept in campus apartments or kitchens for the purpose of food preparation. This exception shall not apply to residence halls.
- A student, employee or invitee of Fort Lewis College who has a legitimate educational or employment related purpose for the possession of a weapon on the Fort Lewis College campus and has obtained written permission from the appropriate campus office and from the Chief of the Fort Lewis College Campus Police Department or his/her designee.

Violations. All violations of this policy shall be reported to the

Fort Lewis College Campus Police Department and the appropriate College office. Violators may be disciplined (in the case of students or employees of the College), banned from the Fort Lewis College campus, and criminally prosecuted in appropriate cases.

Procedures and Guidelines. The College vice presidents are authorized to promulgate such procedures and guidelines as may be reasonable and necessary to implement and carry out the intent of this policy in their respective areas of authority.

Revised: June 2012

IMPORTANT TELEPHONE NUMBERS

TO REPORT AN EMERGENCY OR CRIME IN PROGRESS:

| | |
|---|----------|
| From a campus telephone or any other phone | 911 |
| Fort Lewis College Police Duty Phone | 749-6581 |
| Fort Lewis College Police Administration | 247-7491 |
| Police Assistance (Non-Emergency), Durango La Plata County | 385-2900 |
| 911 Communications Center | |

CAMPUS RESOURCES

| | |
|------------------------|----------|
| AA, NA or Al-Anon | 247-7212 |
| Counseling Center | 247-7212 |
| Disability Services | 247-7459 |
| Health Center | 247-7355 |
| Student Housing Office | 247-7503 |
| Student Wellness | 247-7508 |

COMMUNITY RESOURCES

| | |
|--|----------------|
| Alternative Horizons Crisis Hotline (Support for Victims of Domestic Violence) | 247-9619 |
| Durango Community Emergency Shelter | 259-1255 |
| Mercy Medical Center | 247-4311 |
| Renew Hotline (Cortez) (Support for Victims of Domestic Violence and Sexual Assault) | 565-2100 |
| Rocky Mountain Poison Center | 1-800-332-3073 |
| San Juan Basin Health (Pre-Natal Clinic, HIV/AIDS Testing & Education Program, General Health, Substance Abuse Prevention) | 247-5702 |
| Sexual Assault Services Organization (SASO) Office | 259-3074 |
| Sexual Assault Services Organization (SASO) Crisis Hotline | 247-5400 |
| Axis Health Systems | 259-2162 |
| Axis Health Systems (after hrs. emergency) | 247-5245 |
| Southwest Safe House | 259-5443 |
| Victim's Assistance Program (District Attorney's Office) | 247-8850 |



ANNUAL SECURITY REPORT 2019-2020 ANNUAL FIRE SAFETY REPORT SECTION 2 OF 2 TABLE OF CONTENTS

Hard copies are available at the Student Affairs Office, 230 Skyhawk Station, (970) 247-7573.

ANNUAL FIRE SAFETY REPORT

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Fort Lewis College does not discriminate on the basis of race, age, color, religion, national origin, gender, disability, sexual orientation, gender identity, gender expression, political beliefs, or veteran status.

ANNUAL FIRE SAFETY REPORT

This is the compliance document to the Higher Education Opportunity Act of 2008, also known as the Campus Fire Safety Right-to-Know Regulations. The Annual Security Report is found in Section 1 of this Annual Security Report.

Fort Lewis College places a high priority on the personal safety of its students, faculty, staff, and visitors. A campus community relies on a peaceful, safe, and secure environment. Preserving this environment is a responsibility everyone on campus must share.

Under the Higher Education Opportunity Act of 2008 ("Act"), all colleges receiving federal funds are required to report fire safety statistics. Instructions on how to access this information will be distributed on an annual basis to all faculty, staff, and students, and to any applicant for enrollment or employment. Please keep this report as a resource document and refer to it throughout the year. This report is descriptive only. It is not intended to serve as a contract between the College and any other party. College security policies and procedures are subject to change at any time without notice. Any inquiries concerning information presented in this brochure may be directed to the Associate Vice President for Student Affairs at (970) 247-7573.

Any future renovations will comply with the national fire code.

DEFINITIONS (as defined by the Act)

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

Fire Safety Systems: any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. Examples include sprinkler systems, fire detection devices, stand-alone smoke alarms, and fire doors and walls.

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

Fire-Related Injuries: injuries that resulted in treatment at a medical facility, including at an on-campus health center.

On-Campus Student Housing Facilities: a dormitory or other residential facility for students that is located on an institution's campus.

FIRE LOG

A public Fire Log is maintained by the Assistant Director

for Student Housing and Conference Services and the campus policy and may be accessed by visiting the Student Housing Office at 240 Skyhawk Station. The Fire Log records, by the date that the fire was reported, any fire that occurred in an on-campus student housing facility. It includes the nature, date, time, and general location of each fire. Entries are entered into the log within two days of receipt of the report of the fire.

CAMPUS HOUSING FIRE SAFETY INFORMATION

Fire Safety Equipment

- All residence halls have smoke detectors in the hallways, student rooms and public areas.
- All apartments have smoke detectors in each bedroom, kitchens, living rooms, and public areas.
- Fire alarm pull stations are located in the hallways and breezeways of all buildings.
- The smoke detectors and pull stations are linked to a Central System, monitored by Advanced Alarm Monitoring Service, which notifies the Durango La Plata Emergency Communications Center, which in turn notifies the Campus Police and Durango Fire Protection District. The Central System also notifies Fort Lewis College Physical Plant Services through a computer-monitored system of all alarms.
- All residence halls have at least one fire extinguisher on each floor and all apartments have one fire extinguisher in each unit. Fire extinguishers are checked and serviced once a year unless they have been used then they are replaced immediately.

Fire Protocols

- Each fall, the Student Housing staff spend two hours in fire training provided by the Durango Fire Protection District, covering how to use a fire extinguisher, how to evacuate a building, how to check hot doors and other issues related to fire safety.
- Within the first two weeks of occupancy during the fall and winter trimesters, fire drills are conducted in all residential facilities.
- Fire safety rules and procedures are provided to students in the [Student Housing Guide](#) in the [Student Handbook](#).
- Any resident who purposely and maliciously attempts to set fire to, or burn, or causes to be burned or procures the burning of any building in the Student Housing Program, or any of the furnishings or equipment in, attached to, or around such buildings will be subject to

prosecution and penalty under the laws of the State of Colorado. Violation of this policy will result in removal from the Student Housing Program and termination of the Housing Contract.

- Individuals intentionally causing false fire alarms are in violation of state laws and will be removed from the Student Housing Program.
- In addition, residents tampering with any fire-fighting equipment (i.e., extinguishers, hoses, alarms, exit signs, smoke detectors, etc.) will be removed from the Student Housing Program and may be subject to further disciplinary action by Fort Lewis College officials, and/or the criminal justice system.

In Case Of Fire:

When Moving into a Room or Apartment:

- Make note of fire exit plans and the alternative routes.
- Make note of fire exits, alarm boxes, smoke detectors and extinguishers.

What to Do in the Event of a Fire:

- Sound the alarm and call 911.
- Upon discovering a fire, put it out with the nearest fire extinguisher if it can be done safely.
- Leave the building via posted instructions or the nearest safe exit.
- Contact student housing staff (RA or RD) or Fire Marshal. Provide as much information as possible about the fire. Be mindful of residents with disabilities or the sound sleepers in the area.

Where to Go:

- Keep low to the floor if there is smoke in the room. Feel the doorknob and door before opening any doors. If it's hot, DO NOT open the door. If the knob is not warm, open the door slowly. If heat and heavy smoke are in the corridor, close the door and stay in the room.
- If it is not possible to exit the room, seal cracks under the door with clothing items or a rug. Hang an object (sheet or shirt) out the window and close the window. The hanging object will notify fire personnel that the room is occupied.
- When exiting the room, close all doors and windows. When exiting through a smoke-filled corridor/room, move quickly in a crouched position (remember, smoke rises), place a wet towel or clothing item over your head to prevent serious smoke inhalation. Take short breaths through your nose.
- Exit the building according to the evacuation plan and meet student housing staff at the designated area for your community. Do not re-enter the building for any reason. Stay calm until the re-enter signal is given.

Safety: Shelter in Place

In certain circumstances, including but not limited to as an active shooter on campus and some severe weather occurrences, safety measures may include sheltering in place.

- STAY in the room/classroom/designated location.
- CLOSE and lock all doors and windows. If no locks, place heavy objects in front of them to impede entry.
- MOVE to the safest place in the room.
- Immediately COMPLY with directions from safety personnel.

Handbook Policies – The following items are published and can be referenced in *Student Housing Guide* in the *Student Handbook*.

- Fireworks, firecrackers, open flames (candles or oil lamps), explosive materials of any kind, and the burning of incense are prohibited at all times in the Fort Lewis College residence halls or apartments.
- Smoking is not permitted in any campus housing facility or public area.
- Appliances with open coils such as toaster ovens, hot plates, and toasters are prohibited in the residence hall facilities.
- Only one microwave and two small refrigerators are permitted in each residence hall room.

Reporting

For the purposes of Clery reporting, any fires that occurred in a residence hall should be reported to the Assistant Director for Student Housing and Conference Services or the Fort Lewis College Chief of Police.

FORT LEWIS COLLEGE Campus Housing Fire Safety System

| LOCATION (RESIDENCE HALL) | SPRINKLER SYSTEM? | % SPRINKLER | MONITOR FIRE ALARM | SMOKE DETECTION | EXTINGUISHER DEVICES | # ANNUAL EVACUATION/ DRILLS |
|------------------------------------|----------------------|----------------|--------------------------|--------------------|-------------------------|-----------------------------------|
| Animas Hall | Yes | 100% | Yes | Yes | Yes | 2 |
| Bader A Hall | Yes | 100% | Yes | Yes | Yes | 2 |
| Bader B Hall | Yes | 100% | Yes | Yes | Yes | 2 |
| Bader C Hall | Yes | 100% | Yes | Yes | Yes | 2 |
| Camp Hall | No | | Yes | Yes | Yes | 2 |
| Centennial A Apartments | No | | Yes | Yes | Yes | 2 |
| Centennial B Apartments | No | | Yes | Yes | Yes | 2 |
| Centennial C Apartments | No | | Yes | Yes | Yes | 2 |
| Cooper Hall | Yes | 6% | Yes | Yes | Yes | 2 |
| Crofton Hall | No | | Yes | Yes | Yes | 2 |
| Escalante Hall | No | | Yes | Yes | Yes | 2 |
| Mears A Apartments | No | | Yes | Yes | Yes | 2 |
| Mears B Apartments | No | | Yes | Yes | Yes | 2 |
| Snyder A Hall | Yes | 100% | Yes | Yes | Yes | 2 |
| Snyder B Hall | Yes | 100% | Yes | Yes | Yes | 2 |
| Snyder C Hall | Yes | 100% | Yes | Yes | Yes | 2 |
| West Hall | Yes | 100% | Yes | Yes | Yes | 2 |

