



UNIVERSITY OF  
**NORTHERN**  
**COLORADO**

**2017**  
**Annual Campus Security and**  
**Fire Safety Report**

**Published by the University of Northern Colorado Police Department**  
**Based on 2016 Statistics**

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# Introduction

## Message from the Chief of Police

The University of Northern Colorado is committed to providing a safe and secure campus where the pursuit of higher education can take place while balancing individual rights, responsibilities, and freedoms.

Many positive steps have been taken to reach that objective, including placing highly visible emergency telephones throughout campus, upgrading lighting along our sidewalks and in parking lots, and providing safety and crime reduction programs to the campus community. The University also has a well-publicized Drug and Alcohol policy and a Student Code of Conduct that is vigorously enforced.

The University of Northern Colorado is an open campus that has traditionally experienced a relatively low crime rate. Although the possibility of a criminal act occurring against a member of the University community is statistically low, criminal activity does occasionally take place on campus. It is for this reason the University continually strives to upgrade the campus' physical security, improve crime reduction programs, and provide proactive policing. It is imperative, however, that students and employees also accept responsibility for their own security and the security of others. We encourage everyone to report criminal actions, emergencies or suspicious activity immediately to the UNC Police Department.

The UNC Police Department reports crime statistics to the Department of Education and the Federal Bureau of Investigation yearly, as required by law. These reports are used by the University to identify areas of concern and develop plans to address those concerns. The University also strives to make these statistics easily available to the public so that prospective and current members of the University community are able to make informed decisions about their personal safety, and to be aware of areas in which they need to take extra precautions to protect their property.

Additional questions regarding crime statistics or campus safety may be directed to the UNC Police Department, located in Gray Hall.



Chief Dennis Pumphrey  
University of Northern Colorado Police Department  
(970) 351-2245 • [Dennis.Pumphrey@unco.edu](mailto:Dennis.Pumphrey@unco.edu)



## Clery Act Background



The federal Crime Awareness and Campus Security Act was passed in 1990. After their daughter was raped and murdered in her dorm room at Lehigh University in 1986, Howard and Connie Clery advocated for legislation to be passed that would require universities to disclose information about crimes on college campuses. Their goal was to create safe communities where individuals had all the information needed to make informed decisions regarding safety. In 1998 this law was renamed in honor of their daughter to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Today it is more commonly known as the Clery Act.

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## Preparation of the Annual Campus Security and Fire Safety Report

The University of Northern Colorado believes that an informed community is a safety conscious community. The following statistics and policies, provided in compliance with the Clery Act, are for your information so you can make informed decisions on your safety. This report is prepared by the University Police Department in cooperation with the local law enforcement agencies surrounding our main campus and extended campus locations. Each administrative office referenced in this report, including but not limited to Housing and Residential Education, the Dean of Students Office, Title IX Office, Environmental Health and Safety, and Prevention Education, are active in reviewing and updating information specific to their department. All policies and policy statements within this document are applicable to all campus locations except where noted.

Each year, an email notification is made to all enrolled students, faculty and staff, which provides an electronic link to this report. Copies of this report can be requested from the Assistant Clery Compliance Officer at 970-351-2245. All prospective employees and students have access to this report on the websites where they obtain additional and consumer information.

These statistics reflect only those required by the Student Right to Know and Clery Act for the reporting periods indicated. Be aware that these numbers only provide part of the crime/safety picture. The whole picture should include statistics, enforcement, programming, prevention, and physical plant improvements. If you have any questions about these statistics, contact the University Police Department at 970-351-2245.



## Greeley Campus Crime Statistics

Criminal Offenses	On Campus Property						Non-campus property			Public property			Unfounded		
	Residence Halls			Total			2014	2015	2016	2014	2015	2016	2014	2015	2016
	2014	2015	2016	2014	2015	2016									
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	‡	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0	‡	0	0
Rape	4	6	9	5	6	10	0	1	1	0	0	0	‡	1	1
Fondling	3	3	2	4	5	2	0	0	0	0	0	0	‡	0	1
Incest	0	0	0	0	0	0	0	0	0	0	0	0	‡	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	‡	0	0
Robbery	0	0	0	0	0	1	0	0	0	0	0	0	‡	0	0
Aggravated assault	0	0	0	3	0	0	0	1	0	0	0	0	‡	0	0
Burglary	2	3	0	2	3	0	1	0	0	0	0	0	‡	0	0
Motor vehicle theft	0	0	0	0	3	3	0	0	0	0	0	0	‡	0	0
Arson	0	1	0	1	1	0	0	0	0	0	0	0	‡	0	0
<b>VAWA Offences</b>															
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	‡	0	0
Dating Violence	2	6	3	2	7	3	0	0	0	1	0	0	‡	0	0
Stalking	0	0	2	1	0	3	0	0	0	0	0	0	‡	0	0
<b>Arrest Information</b>															
Weapons violations	0	0	1	0	0	1	0	0	0	0	0	0	‡	0	0
Drug violations	56	34	37	71	50	54	1	0	0	2	6	2	‡	0	0
Alcohol violations	57	64	50	98	95	69	1	0	1	1	1	2	‡	0	0
<b>Disciplinary Referrals</b>															
Weapons violations	0	0	0	1	0	0	0	0	0	0	0	0	‡	0	0
Drug violations	31	24	36	31	24	36	0	0	0	0	0	0	‡	0	0
Alcohol violations	169	99	94	169	99	94	0	0	0	0	0	0	‡	0	0
<b>Hate Crimes</b>	<b>There were no reported Hate Crimes in 2014, 2015, and 2016</b>														

### Crime Statistics Notes

‡ Starting in 2015 a crime can be “unfounded” only when a sworn law enforcement personnel has fully investigated the crime and based on the results have made a formal determination that the crime report is false or baseless and therefore “unfounded”.



## Loveland Center Crime Statistics

Criminal Offenses	On Campus Property*			Non-campus property			Public property			Unfounded		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	‡	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	‡	0	0
Rape	0	0	0	0	0	0	0	0	0	‡	0	0
Fondling	0	0	0	0	0	0	0	0	0	‡	0	0
Incest	0	0	0	0	0	0	0	0	0	‡	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	‡	0	0
Robbery	0	0	0	0	0	0	0	0	0	‡	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	‡	0	0
Burglary	0	0	0	0	0	0	0	0	0	‡	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	‡	0	0
Arson	0	0	0	0	0	0	0	0	0	‡	0	0
<b>VAWA Offences</b>												
Domestic Violence	0	0	0	0	0	0	0	0	0	‡	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	‡	0	0
Stalking	0	0	0	0	0	0	0	0	0	‡	0	0
<b>Arrest Information</b>												
Weapons violations	0	0	0	0	0	0	0	0	0	‡	0	0
Drug violations	0	0	0	0	0	0	0	0	0	‡	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0	‡	0	0
<b>Disciplinary Referrals</b>												
Weapons violations	0	0	0	0	0	0	0	0	0	‡	0	0
Drug violations	0	0	0	0	0	0	0	0	0	‡	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0	‡	0	0
<b>Hate Crimes</b>	<b>There were no reported Hate Crimes in 2014, 2015, and 2016.</b>											

### Crime Statistics Notes

‡ Starting in 2015 a crime can be “unfounded” only when a sworn law enforcement personnel has fully investigated the crime and based on the results have made a formal determination that the crime report is false or baseless and therefore “unfounded”.

\*Extended campus locations do not have Residence Halls.

## Denver Center Crime Statistics

Criminal Offenses	On Campus Property*			Non-campus property			Public property			Unfounded		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	‡	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	‡	0	0
Rape	0	0	0	0	0	0	0	0	0	‡	0	0
Fondling	0	0	0	0	0	0	0	0	0	‡	0	0
Incest	0	0	0	0	0	0	0	0	0	‡	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	‡	0	0
Robbery	0	0	0	0	0	0	0	0	0	‡	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	‡	0	0
Burglary	0	0	0	0	0	0	0	0	0	‡	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	‡	0	0
Arson	0	0	0	0	0	0	0	0	0	‡	0	0
<b>VAWA Offences</b>												
Domestic Violence	0	0	0	0	0	0	0	0	0	‡	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	‡	0	0
Stalking	0	0	0	0	0	0	0	0	0	‡	0	0
<b>Arrest Information</b>												
Weapons violations	0	0	0	0	0	0	0	0	0	‡	0	0
Drug violations	0	0	0	0	0	0	0	0	0	‡	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0	‡	0	0
<b>Disciplinary Referrals</b>												
Weapons violations	0	0	0	0	0	0	0	0	0	‡	0	0
Drug violations	0	0	0	0	0	0	0	0	0	‡	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0	‡	0	0
<b>Hate Crimes</b>	<b>There were no reported Hate Crimes in 2014, 2015, and 2016.</b>											

### Crime Statistics Notes

‡ Starting in 2015 a crime can be “unfounded” only when a sworn law enforcement personnel has fully investigated the crime and based on the results have made a formal determination that the crime report is false or baseless and therefore “unfounded”.

\*Extended campus locations do not have Residence Halls.

## Colorado Springs Center Crime Statistics

Criminal Offenses	On Campus Property*			Non-campus property			Public property			Unfounded		
	2014	2015	2016	2014	2015	2016	2014	2015	2016	2014	2015	2016
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0	‡	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	‡	0	0
Rape	0	0	0	0	0	0	0	0	0	‡	0	0
Fondling	0	0	0	0	0	0	0	0	0	‡	0	0
Incest	0	0	0	0	0	0	0	0	0	‡	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	‡	0	0
Robbery	0	0	0	0	0	0	0	0	0	‡	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	‡	0	0
Burglary	0	0	0	0	0	0	0	0	0	‡	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	‡	0	0
Arson	0	0	0	0	0	0	0	0	0	‡	0	0
<b>VAWA Offences</b>												
Domestic Violence	0	0	0	0	0	0	0	0	0	‡	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	‡	0	0
Stalking	0	0	0	0	0	0	0	0	0	‡	0	0
<b>Arrest Information</b>												
Weapons violations	0	0	0	0	0	0	0	0	0	‡	0	0
Drug violations	0	0	0	0	0	0	0	0	0	‡	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0	‡	0	0
<b>Disciplinary Referrals</b>												
Weapons violations	0	0	0	0	0	0	0	0	0	‡	0	0
Drug violations	0	0	0	0	0	0	0	0	0	‡	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0	‡	0	0
<b>Hate Crimes</b>	<b>There were no reported Hate Crimes in 2014, 2015, and 2016.</b>											

### Crime Statistics Notes

‡ Starting in 2015 a crime can be “unfounded” only when a sworn law enforcement personnel has fully investigated the crime and based on the results have made a formal determination that the crime report is false or baseless and therefore “unfounded”.

\*Extended campus locations do not have Residence Halls.



**Clery Crimes Definitions:**

<b>Murder and Non-negligent Manslaughter</b>	The willful (non-negligent) killing of one human being by another.	<b>Motor Vehicle Theft</b>	The theft or attempted theft of a motor vehicle.
<b>Manslaughter by Negligence</b>	The killing of another person through gross negligence.	<b>Arson</b>	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.
<b>Sexual Assault</b>	Any sexual act directed against another person without consent of the victim, including instances where the victim is incapable of giving consent.	<b>Hate Crime</b>	A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim.
<b>Rape</b>	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. This offense includes the rape of both males and females.	<b>Larceny-Theft</b>	The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.
<b>Fondling</b>	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.	<b>Intimidation</b>	To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
<b>Incest</b>	Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.	<b>Destruction/Damage/Vandalism of Property</b>	To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
<b>Statutory Rape</b>	Sexual intercourse with a person who is under the statutory age of consent.	<b>Domestic Violence</b>	See page 24.
<b>Robbery</b>	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.	<b>Dating Violence</b>	See page 24.
<b>Aggravated Assault</b>	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.	<b>Stalking</b>	See page 24.
<b>Burglary</b>	The unlawful entry of a structure to commit a felony or a theft.	<b>Arrests and Referrals for Disciplinary Action</b>	State law violations for weapons, drugs, and alcohol.

# Greeley Campus & Community Resources

**Emergency.....911**

## Police and Legal Resources

UNC Police Department.....970-351-2245  
 UNC Student Legal Services.....970-351-2001  
 Evans Police Department.....970-339-2441  
 Greeley Police Department.....970-350-9600  
 Greeley Municipal Court.....970-350-9230  
 Weld County Court.....970-475-2400  
 Weld County District Attorney.....970-356-4010  
 Weld County Sheriff's Office.....970-356-4015

## Medical Recourses

UNC Student Health Center.....970-351-2412  
 North Colorado Medical Center.....970-810-4121  
 Island Grove Treatment Center (Detox).....970-356-6678

## Counseling Resources

UNC Counseling Center.....970-351-2496  
 UNC Psychological Services.....970-351-1645  
 North Range Behavior Health.....970-347-2120  
 Youth and Family Connections.....970-351-5460

## Sexual Assault, Domestic Violence, Dating Violence, and Stalking Resources

UNC Title IX Office.....970-351-4899  
 UNC Assault Survivors Advocacy Program (ASAP).....970-351-1490  
 UNC ASAP Hotline.....970-351-4040  
 A Woman's Place, Inc. ....970-351-0476  
 RAINN (Rape, Abuse & Incest National Network).....800-656-4673  
 Sexual Assault Victim Advocate Center (SAVA).....970-506-4059  
 SAVA Hotline.....970-472-4200  
 Survivors Organizing for Liberation Hotline .....888-557-4441

## Other On-Campus Resources

Center for International Education.....970-351-2396  
 Dean of Students.....970-351-2796  
 Disability Support Services.....970-351-2289  
 Environmental Health & Safety.....970-351-2446  
 Facilities Management.....970-351-2446  
 Financial Aid.....970-351-2502  
 Housing & Residential Education.....970-351-2721  
 Parking Services & Transit Office.....970-351-1971  
 Prevention Education & Advocacy Services.....970-351-1490  
 Students Rights & Responsibilities.....970-351-2001  
 The Gender & Sexuality Resource Center.....970-351-2906

# Extended Campus & Community Resources

<b>Emergency</b> .....	<b>911</b>
<b>Loveland Center</b>	
Loveland Police Department.....	970-667-2151
Larimer County Sheriff's Office.....	970-498-5100
Loveland Municipal Court.....	970-962-2482
Larimer County Combined Court.....	970-494-3580
Medical Center of the Rockies.....	970-624-2500
Foundations Counseling, LLC.....	855-486-0571
Sexual Assault Victim Advocates (SAVA).....	970-472-4200
Crossroads Safehouse.....	970-482-3502
<b>Denver Center</b>	
Aurora Police Department.....	303-627-3100
Arapahoe County Sheriff's Office.....	303-795-4711
Aurora Municipal Court.....	303-739-6444
Arapahoe County District Court.....	303-798-4591
University of Colorado Hospital.....	720-848-0000
Aurora Mental Health Center.....	303-617-2300
APD Victim Advocate Program.....	303-627-3100
Gateway Battered Woman's Shelter.....	303-343-1856
<b>Colorado Springs Center</b>	
CO Springs Police Department.....	719-444-7240
El Paso County Sheriff's Office.....	719-520-7100
Colorado Springs Municipal Court.....	719-385-5922
El Paso County Combined Courts.....	719-452-5000
Memorial Hospital North.....	719-364-5000
Aspen Pointe Mental Health.....	719-572-6100
CSPD Sexual Violence Victim Advocacy Unit.....	719-444-7777
Tessa (Shelter).....	719-633-1462
<b>UNC Resources</b>	
Assault Survivors Advocacy Program (ASAP).....	970-351-1490
Center for International Education.....	970-351-2396
Counseling Center.....	970-351-2496
Dean of Students.....	970-351-2796
Disability Support Services.....	970-351-2289
Financial Aid.....	970-351-2502
Prevention Education & Advocacy Services.....	970-351-1490
Psychological Services.....	970-351-1645
Students Rights & Responsibilities.....	970-351-2001
The Gender & Sexuality Resource Center.....	970-351-2906
Title IX Office.....	970-351-4899
<b>Colorado/National Resources</b>	
RAINN (Rape, Abuse & Incest National Network).....	800-656-4673
Survivors Organizing for Liberation Hotline.....	888-557-4441





## University of Northern Colorado Police Department

The UNC Police Department located on the Greeley campus is a full-service police agency with full police powers on and off campus as granted by the State, including arrest authority. The department is responsible for police services and investigations on all UNC properties in the City of Greeley. The Colorado Association of Chiefs of Police recognizes the University Police Department as an accredited law enforcement agency.

UNC Police Officers are level one, certified police officers in the state of Colorado and are trained in the same manner as all other public law enforcement officers in the State. Officers receive at least 40 hours of additional training each year through the department. The department subscribes to a community-oriented policing philosophy and selects officers, in part, due to their strong skills in working with young people.

Within the University Police Department is a full Communications Center staffed with trained civilian dispatchers. The UNC Police Department and Communication Center maintains both telephone and two-way radio contact with the Weld County Communications Center, Greeley Police Department, Greeley Fire Department, Weld County Ambulance Service, and UNC Facilities Management.

The UNC Police Department also employs non-sworn student security personnel on the Greeley campus. These individuals do not have the same authority that UNC Police Officers have. Security personnel function as either daytime Parking Enforcement or evening Safety Patrol. These positions provide security related functions on the Greeley campus, including enforcing parking rules and regulations, providing escorts for individuals around campus, identifying and communicating safety or criminal concerns to the UNC Communications Center, and assisting UNC Police patrol officers as requested.

### Inter-Agency Working Relationships

The UNC Police Department maintains a close working relationship with the Greeley Police Department, Evans Police Department, Weld County Sheriff's Office, and other surrounding police agencies. Mutual Aid agreements are in force that not only provide for law enforcement assistance when needed, but also allow for shared training and cooperative selective enforcement efforts. Working relationships are also maintained with state, federal, and all other applicable components of the criminal justice system.

A number of recognized student organizations maintain either meeting or living in off-campus locations that are provided police services by Greeley Police. Through the Mutual Aid agreement, the Greeley Police Department may provide UNC with reports of criminal and non-criminal incidents occurring at these off-campus facilities. In all circumstances, local law enforcement is not required to notify UNC Police and any notification is done as a courtesy. In many cases, the UNC Police Department provides assistance to the local agencies when incidents involve students' off-campus.

## Extended Campus

The Loveland, Denver, and Colorado Springs locations do not have UNC Police or security personnel onsite. The University leases classroom space at these locations and the owners of the property have security staff available onsite that are not affiliated with UNC. The security staff onsite at these locations have no police powers. There are no Mutual Aid agreements with the local police, however in the past UNC has had a great working relationship with the Loveland, Aurora, and Colorado Springs Police Departments.

## Reporting Procedures

### To Report a Crime



#### UNC Main Campus

Local Police Agencies: UNC and Greeley

##### On-Campus Phone

Emergency: 911  
 Non-Emergency: 1-2245

##### Mobile/Off-Campus Phone

Emergency: 911  
 UNC Police: 970-351-2245  
 Greeley Police: 970-350-9627



#### Loveland Center

Local Police Agency: Loveland

Emergency: 911  
 Non-Emergency: 970-667-2151  
 Loveland Center: 970-351-1693



#### Denver Center

Local Police Agency: Aurora

Emergency: 911  
 Non-Emergency: 303-627-3100  
 Denver Center: 303-637-4335



#### Colorado Springs Center

Local Police Agency: CO Springs

Emergency: 911  
 Non-Emergency: 719-520-7272  
 Colorado Springs Center: 719-661-7947

Note: On the UNC Campus, mobile phones connect directly with the Weld County Communications Center, who redirect calls as necessary to the UNC Communications Center. Campus phones connect directly to the UNC Communications Center.

### Duty to Report

It is imperative that the University community report criminal and suspicious activity to UNC or local Police Departments. Timely reports allow for timely response and eventually lead to a safer campus.

Colorado Statute §18-8-115, "Duty to Report a Crime" states:

*It is the duty of every corporation or person who has reasonable grounds to believe a crime has been committed to report promptly the suspected crime to law enforcement authorities.*

Colorado is a "Duty to Report" state, which encourages all persons to report suspected criminal activity to their local police agency. UNC also encourages accurate and prompt reporting of crimes to the UNC Police or local police agency when the victim of a crime elects to or is unable to make such a report.

### General Reporting Procedures

#### UNC Police Department

The University has designated the UNC Police Department as the sole reporting site. The UNC Police Department is responsible for law enforcement, public safety, security, traffic control, and emergency response on the Greeley campus. The Police Department is located in Gray Hall on Central Campus and is open 24 hours a day, 365 days a year to serve the University community.

Emergency calls receive priority, with those concerning personal safety or welfare receiving the highest priority. The UNC Police Department responds to all types of crimes, from a simple theft to serious injury. With respect to sexual assault, all cases are investigated fully and the UNC Police Department confers with the District Attorney for prosecutorial review of the case.

The University subscribes to a developmental approach in its efforts: Persons who are arrested or charged with crimes may also be held accountable to UNC's Student Code of Conduct administrative discipline as well as criminal court action. Administrative action is conducted in a timely manner and, in many cases, long before the criminal court disposition is reached. Students are held accountable for their actions, and priority is given in instances of violence, sexual assault/harassment, and acts involving safety such as fire and illegal drugs. In many cases where criminal



action is not or cannot be taken for on and off campus crimes, administrative action is still pursued.

**Extended Campus**

The UNC Police Department has limited jurisdiction outside of the Greeley Campus. If you are a victim or witness a crime at the Loveland, Denver, or Colorado Springs locations it is recommended that you contact the local police agency and your onsite Building Coordinator. If you are unsure which local police agency to contact, please use the left side bar on page 13 to assist you. If there are any questions or concerns please contact the UNC Police Department. UNC PD can direct you to the appropriate reporting process. If it is an emergency, dial 911 immediately.

**Emergency Telephones**

The UNC Greeley campus has numerous, well-marked exterior emergency telephones that are located throughout campus. These poles are labeled with the word “EMERGENCY” on each side, and have a blue light affixed to the top. When the call buttons on these poles are activated, they ring directly to the UNC Police Communications Center. Officers are dispatched to all activations of an emergency call box. For a map of all emergency telephones on campus, please visit this link:

<http://www.unco.edu/unccmap/index.aspx>.

**Campus Security Authorities**

UNC or local Police Departments should be notified of any crime or suspicious activity. Certain individuals on campus have been identified as mandatory reporters through federal law and can assist victims in reporting to UNC or local Police Departments. These individuals are known as Campus Security Authorities (commonly referred to as CSAs) and must report Clery related crimes to the UNC Police Department for the purposes of determining timely warning notices and inclusion in the annual statistics. CSAs include, but are not limited to:

Dean of Students Office	970-351-2796	<a href="mailto:dos@unco.edu">dos@unco.edu</a>
Title IX Office	970-351-4899	<a href="mailto:titleix@unco.edu">titleix@unco.edu</a>
Student Rights and Responsibilities	970-351-2001	<a href="mailto:srr@unco.edu">srr@unco.edu</a>
Loveland Building Coordinators	970-351-1693	<a href="mailto:lovelandcenter@unco.edu">lovelandcenter@unco.edu</a>
Denver Building Coordinators	303-637-4335	<a href="mailto:denvercenter@unco.edu">denvercenter@unco.edu</a>
CO Springs Building Coordinators	719-661-7947	<a href="mailto:extendedcampusinformation@unco.edu">extendedcampusinformation@unco.edu</a>





## Voluntary Confidential Reporting

Colorado is an "Open Records" State. This means that most crime reports and arrests are available to the public. The University of Northern Colorado requires all its employees to comply with the appropriate laws of the State of Colorado and federal statutes.

Although many crime reports are considered open record, limited reporting processes that assist in tracking crime and may result in criminal investigation or administrative actions are provided on all campuses. This limited reporting process is available through, My Safe Campus: <http://www.unco.edu/my-safe-campus/>.

This reporting system is not controlled by UNC but it notifies appropriate university personnel while protecting the identity of the person who filed a report. Confidential reporting limits the ability of police departments to respond, investigate and pursue charges against a perpetrator of crime and should not substitute for emergency or standard crime reports. In case of an emergency or crime in progress call 911.

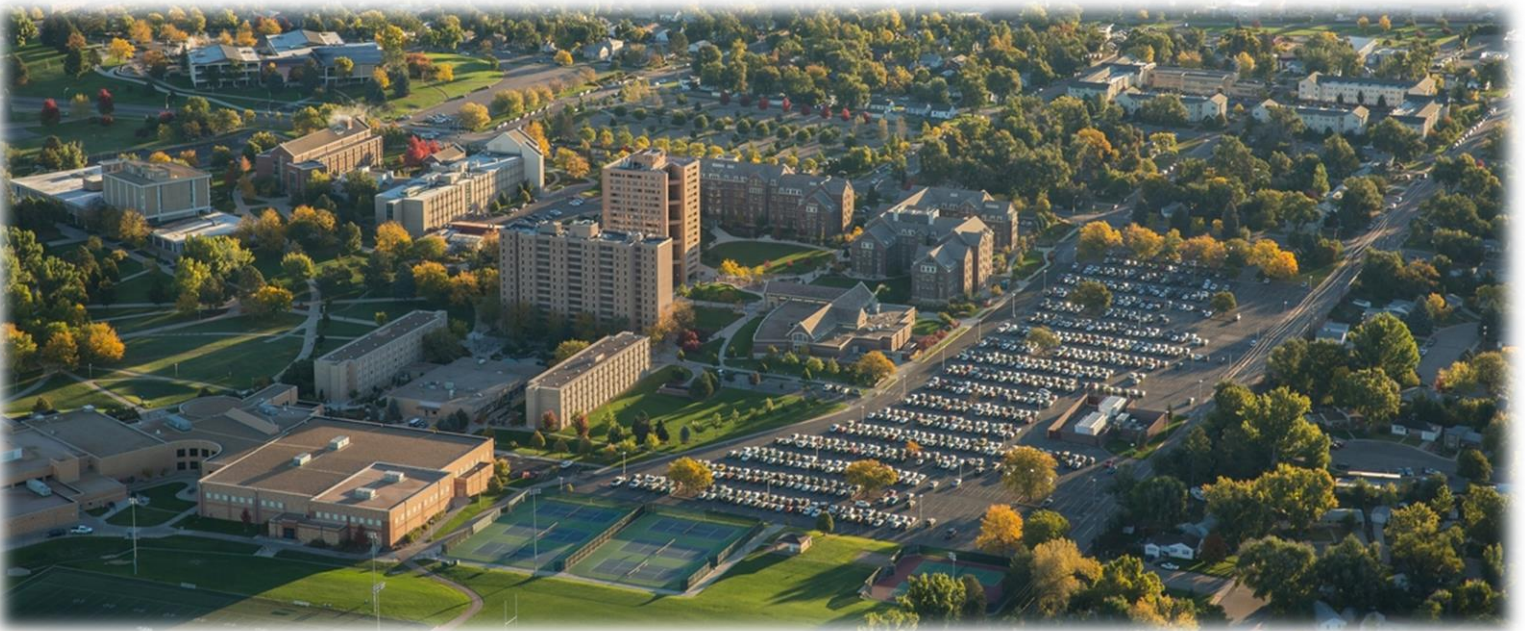
## Confidential Reporting

Reports made to licensed counselors at the University Counseling Center and Psychological Services Clinic are exempt from Clery reporting requirements. Any reporting requirements required by State Law are outlined through "informed consent" documents shared between the counselor and the individuals requesting services. If an individual receiving services indicates they would like to report a criminal event, the Counseling Center will assist the individuals in identifying the processes they can utilize.

## Non-Criminal and Non-Emergency Reporting

Through the Student Outreach and Support Office, UNC provides a Health and Safety Referral Form for circumstances that may cause ongoing concern, but do not rise to the level of a criminal event or emergency. These reports are reviewed through the CARE team under the direction of the Dean of Student's Office. This form can be found at <https://publicdocs.maxient.com/incidentreport.php?UnivofNorthernColorado>.

**In all cases, if you are uncertain about what is the most appropriate reporting process, please contact the UNC Police Department at 970-351-2245.**



## Timely Warning Policy

In the event that a Clery Act crime occurs on our UNC Clery geography, that the Police Chief or his designee, most often in consultation with the General Counsel, determines is a serious or continuing threat, a campus wide "timely warning" may be issued. Clery Act crimes include criminal homicide; sexual assault; robbery; aggravated assault; burglary; arson; hate crimes; domestic violence; dating violence; stalking; state weapon, drug, and alcohol violations (see page 9 for definitions). All crime reports are considered on a case by case basis for Timely Warning Notification. Cases that are not reported in a timely manner may limit the ability to issue a Timely Warning.

The UNC Police Communications Center utilizes the technical assistance of the University Relations Department and Information Management & Technology (IMT) to distribute a Timely Warning. A Timely Warning may be distributed through the UNC email system to all active @unco.edu and @bears.unco.edu addresses. The warning may also be posted on the UNC Police Department's website at <http://www.unco.edu/police/timelywarnings.html>, distributed through UNC Today email communications, and available at the UNC Today website at <http://www.unco.edu/news>. Timely Warnings will be issued in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences.

In circumstances where the threat is determined to be immediate, UNC's Emergency Alert System may be activated. Subscribed individuals may receive a text to personal cell phones, voice to campus phones, and/or an email to @unco.edu or @bears.unco.edu addresses. An alert may also be issued on the Greeley campus through the University's outdoor emergency pole loudspeakers. Depending on the nature of the event all systems may be utilized.

Depending on the particular circumstances of the crime, especially in situations that pose a serious or continuing threat to the campus community, a copy of the notice may be posted in each residence hall, on-campus building, and fraternity or sorority houses.

Anyone with information warranting a timely warning should report the circumstances to the UNC Police Department immediately, either by phone (970) 351-2245 (campus phone, 1-2245) or in person at the UNC Police Department in Gray Hall.

## Possible Timely Warning Notification Methods



### Email

Warnings may be issued through the UNC email system to active @unco.edu and @bears.unco.edu email addresses.



### Internet

Warnings may be posted on the UNC Police Department's website at [www.unco.edu/police/timelywarnings.html](http://www.unco.edu/police/timelywarnings.html) or on the UNC Today website at [www.unco.edu/news](http://www.unco.edu/news).



### Personal Cell Phones

Warnings may be issued through text messages to registered personal cell phones. Students and employees of the University can register their personal cell phones in URSA. For more information visit: [www.unco.edu/alerts](http://www.unco.edu/alerts).



### University Speakers

At the Greeley campus, warnings may also be issued through the University's VoIP telephone system and/or outdoor emergency pole loudspeakers.



### Posted Notices

A copy of the timely warning may be posted in each residence hall, on-campus building, and/or fraternity and sorority houses.

## UNC Clery Geography



### On-Campus

Greeley Campus, Loveland Center, Denver Center, and Colorado Springs Center.



### Non-Campus

Approved off campus classroom locations, Old Man Mountain, Greek Houses, Bear Catholic, and certain school sponsored trips.



### Public

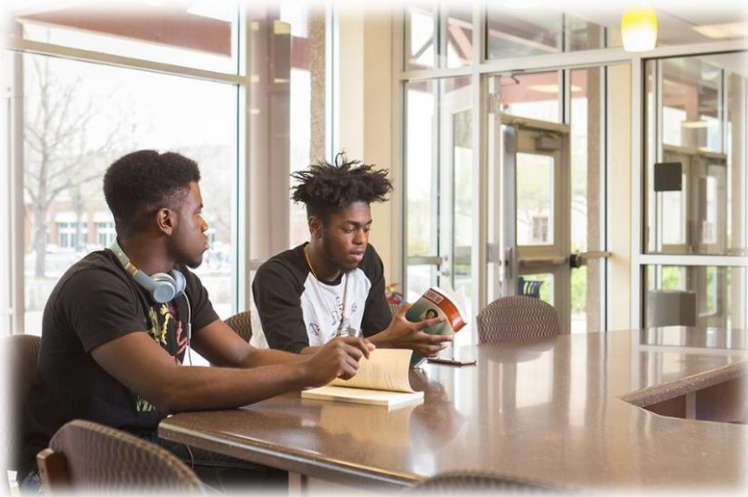
Public streets, sidewalks, and parking lots that border on-campus property.

# Emergency Response and Communication Policy

## Notification Procedure at the Greeley Campus

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees on campus, the University may immediately notify the campus community through the implementation of all or part of the emergency mass notification system. The mass notification system is comprised of three systems: 1) Phone Notification; on-campus phones display and reads aloud the alert while an opt-in system will text emergency notifications to the subscriber's cell phone. 2) Email notification to all @unco.edu/@bears.unco.edu email addresses. 3) Notification by Public Address Systems; the Greeley campus public address system utilizes speakers located on outdoor emergency phones, which covers the vast majority of outdoor locations on campus. Systems are tested once a semester to ensure everyone who wishes to receive notifications are able to receive them.

## Process at the Greeley Campus



The University Police Department is responsible for determining whether there is an immediate threat to the health or safety of students and employees regarding criminal or terrorist activity. The Police Department collaborates with local, state and federal law enforcement authorities in this process. Officers and supervisors who are on-duty have the ultimate responsibility for the decision as to how to notify the University Community, although they may confer with the Chief of Police depending on the circumstances and the evolving nature of the event.

If the dangerous situation is an act of nature, such as a tornado, flood, snowstorm or other natural event, and if time allows, the Chief of Police or his designee may confer with Environmental Health and Safety, Legal Counsel, the Senior Vice-President for Finance and Administration, and/or other administrative authorities to determine the appropriate notification efforts and University operational status. If there is not enough time to consult with other University authorities, the Police Department will confirm if the notification is appropriate based on information gathered from the National Weather Service, other weather reporting agencies, and personal observation. The President's Office or their designee will make the determination to reduce or suspend University operations.

Other dangerous events may occur that would result in discussion with agencies not listed above; these include potential outbreaks of illness, hazmat events, and fires. In these cases, the Police Department will confer with specialized agencies including, but not limited to, the University Health Center, the Weld County Health Department and the Greeley Fire Department when time allows. If the threat is immediate and there is not enough time to consult with these agencies, the University Police Department will determine whether the issue presents an immediate threat to health and safety of the campus community and launch the emergency notification system if the threat is confirmed.

The emergency mass notification system may be utilized campus wide or may be specifically targeted to a small section of impacted persons and areas. A tornado warning will have a broader notification target range than a single building fire. The notification range depends entirely on the identified, immediate threat area.

Many emergency situations that may occur have a planned response by the University Police in cooperation with other safety departments and prepared messages are available for distribution. As the nature of text messaging does not allow for



excessive characters, these messages are prepared for initial notification of many potential dangerous situations including fires, in-progress crimes, and weather emergencies. When time allows, an email message may be created with content that will be helpful in preventing or mitigating dangerous circumstances. Additional messages may be launched as appropriate, including 'all clear' notifications for tornado warnings or other weather events and additional information may be available as appropriate at <http://emergency.unco.edu>.

The Police Department is not required to launch the emergency mass notification system if it would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

When appropriate, the University will notify local media outlets regarding campus emergencies. An example of this would include when the University closes for severe weather. This notification is coordinated by the University Relations Department.

## Evacuation at the Greeley Campus



Department, the Greeley Fire Department, Environmental Health and Safety, and the Housing and Residential Education monitor evacuation drills.

In the event of a campus emergency requiring the closure of the University or evacuation of University properties, the University will use multiple communication channels to relay the evacuation order and provide essential information to visitors, students, faculty and staff regarding instructions. One or more of the following systems may be used: localized building alarms, email blasts, phone notifications, outdoor loudspeakers, text notifications, UNC website emergency page (<http://emergency.unco.edu>), social media, and/or press release to print and broadcast media.

## Extended Campus

The Extended Campus locations lease classroom space and UNC does not control the emergency notifications at these locations. McWhinny Property Management notifies the Loveland Center, Lowry Campus Security notifies the Denver Center, and the Oracle Center Security notifies the Colorado Springs Center if there is an emergency. Additionally, the Denver and Colorado Springs locations have evacuation procedures, drills, and training provided by either the Lowry Campus Security or the Oracle Center Security. The Loveland Center manages their own evacuation and training plan, however all drills are conducted by McWhinny Property Management. Evacuations place cards and procedures are available throughout all Extended Campus locations and Building Coordinators aid in evacuation.



## Security Awareness and Crime Prevention Programs

It is the philosophy of UNC that we would much rather prevent crimes from occurring than react to crimes after they occur. A primary vehicle for accomplishing this goal is the University's comprehensive crime prevention program, which is based on dual concepts of eliminating or minimizing criminal opportunities whenever possible, and encouraging students and employees to be responsible for their own security and the security of others. The UNC Police Department, in conjunction with other campus departments, offers many different programs for crime prevention. The following is a list of the most frequently used crime prevention programs employed by UNC:

### Escort Program

On request, this program provides a walking escort service by police officers or student security officers during hours of darkness for persons wanting to take extra precautions. This program is only available at the Greeley Campus.

### Ride-along Program

On request, students and community members may ride along with an officer. This experience allows for first hand exposure and insight into campus policing and law enforcement. This program is only available at the Greeley Campus.

### Crime Prevention Programs

Numerous crime prevention presentations are made annually to campus groups such as University employees, commuter students, residence hall students, international students, disabled students, student government, faculty and staff, specific campus departments, recognized student organizations and intercollegiate athletics. Typically, over 50 programs are presented to nearly 2,000 people annually. These programs are typically provided at the Greeley Campus but can be presented to Extended Campus locations upon request.

### Daily Crime Log

The UNC Police Department maintains a crime log available at <http://www.unco.edu/police/clery/crime-log.aspx> that briefly denotes crimes on the Greeley campus. In compliance with Colorado Open Records laws, the crime log is available to both citizen and media outlets at the UNC Police Department.

### Fire Log

The Environmental Health and Safety Department maintains a fire log available at <http://www.unco.edu/facilities/pdf/ehs/2017-Fire-Report-Log.pdf> that records all fires, including arson, that occur in on-campus student housing facilities.

**Bicycle Registration**

Formal identification of bikes is made to deter theft and aid in their recovery if lost or stolen. Bicycle registrations are done through the Parking Services Office (located in Gray Hall) for a one-time fee. This service is only available at the Greeley campus.

**Security and Facility Surveys**

Comprehensive security surveys or audits are made for a number of campus facilities each year. Surveys of exterior lighting, exterior doors and grounds are conducted by officers on a continual basis.

**Assault Survivors Advocacy Program**

ASAP (Assault Survivors Advocacy Program), provides education and prevention programs to increase awareness of sexual violence, intimate partner violence, and stalking issues on the UNC campus. Preventative and educational efforts include presentations and trainings for the university community. Programming addresses diverse campus populations, and is offered throughout the academic year. For more information on scheduling a workshop visit their website: <http://www.unco.edu/assault-survivors-advocacy-program/schedule-workshop.aspx>

**Alcohol Enforcement and Education**

Programs are presented/co-hosted with the UNC Prevention Education office. These programs provide violators with a crime-alcohol relationship perspective and promote responsible alcohol use. A six-hour alcohol program is also taught as a consequence of under-age alcohol violations for first-time offenders.

**Prevention Education and Advocacy Services**

Prevention Education hosts a large number of presentations each year on the topics of mental health, sexual health, alcohol, and drugs. These presentations are provided upon request. Request are open to the entire university community on any campus. To make a request, please visit this link: [www.unco.edu/cpe/PresentationRequest.html](http://www.unco.edu/cpe/PresentationRequest.html)

In addition to training presentations, the office of Prevention Education hosts a variety of events throughout the year that are free of alcohol, tobacco, and other drugs at the Greeley Campus. The purpose is to educate and raise awareness about the potential harmful consequences of high risk behavior. A detailed description and schedule of the events can be found on their website, [www.unco.edu/prevention](http://www.unco.edu/prevention).

**Are You Aware?**

Incoming freshmen students are required to attend this two-hour presentation offered during the summer new student orientation before they start at UNC. The workshop is highly interactive and addresses issues of health, safety, communication, sexual assault, peer pressure, alcohol/drug use, and relationships. Over 2,000 students attend this important program each year.

**Housing & Residential Education**

Each year, hundreds of programs are offered to on-campus residents on the Greeley Campus, to promote safety. Some of these programs include self-defense workshops, responsible alcohol use seminars, communications skills workshop, and assertiveness training.

**Environmental Health and Safety**

Each year over 50 training presentations are made to students, faculty, and staff on various topics concerning environmental health and safety. In addition to these training presentations many PowerPoint presentations are available online to view at any time. To access these presentations and request specific in person training please visit the following link: <http://www.unco.edu/facilities/services/environmental-health-and-safety/programs-services/training.aspx>.



# Drug and Alcohol Policy

## Drug Policy

The University prohibits the unlawful or unauthorized manufacture, distribution, dispensing, possession or consumption, sale or use of illegal substances on or in University-owned or controlled property or in the course of University business or activities. Individuals or entities including, but not limited to, students, employees, contractors, agents, volunteers or invitees, who violate this policy shall be subject to discipline, termination/dismissal, or debarment as applicable. Those persons in violation of Federal and/or State laws regarding manufacture, distribution, dispensing, possession or consumption, and/or sale of controlled substances may also face arrest or citation. A student who is contacted for a violation of controlled substances laws or University policy will be referred to the conduct process through the Housing Department or the Dean of Students office. Additionally employees or students who violate this policy may be required to participate satisfactorily in a drug abuse assistance or rehabilitation program offered by the University.



## Alcohol Policy

The administration, faculty/staff, and students of the University of Northern Colorado assert that the misuse/abuse of alcohol has no valid place in any University of Northern Colorado tradition. Those persons in violation of State laws regarding underage drinking, possession, use, and/or sale of alcoholic beverages may face arrest or citation on or in University-owned or controlled property or in the course of University business or activities. Additionally, a student who is contacted for an alcohol violation of law or policy will be referred to the conduct process through Housing or the Dean of Students office.

## Drug and Alcohol-Abuse Education Programs



The administration, faculty/staff, and students affirm their support for those programs leading to a wider understanding of the use, misuse, and abuse of drug/alcohol, and encourage further educational efforts designed for all members of the University community to make informed choices where drug/alcohol is involved. The complete Drug and Alcohol policy is published in the Student Handbook available on-line. The policy is also in the Drug Free Schools and Communities Act (DFSCA) Annual Notification, which is available on-line at [www.unco.edu/prevention/compliance.html](http://www.unco.edu/prevention/compliance.html), and distributed to all students, faculty, and staff at UNC (Section 120(a) through (d) of the Higher Education Act). This policy is strictly enforced. We have found that the abuse of alcohol and drugs is a factor in many other criminal acts on campus. Federal law allows institutions of higher

education to contact the parents of dependent students regarding drug/alcohol usage. As a result, UNC can and may contact parents in the event that their dependent child is involved in a drug or alcohol related incident. Each incident is evaluated on a case by case basis. Generally, parents will be notified when their dependent child is taken to the hospital or to detox, or is involved in any incident that involves more than just alcohol consumption/possession. The UNC Police Department, Greeley Police, Dean of Students, Residential Education, Prevention Education, District Attorney, and courts have formed a partnership to address underage drinking and alcohol associated issues. This has resulted in increased enforcement, multiple avenues of accountability, education, and numerous optional activities. The result has been a decrease in crime and disorderly behavior related to substance abuse.

**Colorado State Definitions:****Sexual Assault:****C.R.S. 18-3-402 Sexual Assault**

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

**C.R.S. 18-3-404 Unlawful Sexual Contact**

- (1) Any actor who knowingly subjects a victim to any sexual contact commits unlawful sexual contact if:
  - a. The actor knows that the victim does not consent; or
  - b. The actor knows that the victim is incapable of appraising the nature of the victim's conduct; or
  - c. The victim is physically helpless and the actor knows that the victim is physically helpless and the victim has not consented; or
  - d. The actor has substantially impaired the victim's power to appraise or control the victim's conduct by employing, without the victim's consent, any drug, intoxicant, or other means for the purpose of causing submission; or
  - e. Repealed.
  - f. The victim is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over the victim and uses this position of authority, unless incident to a lawful search, to coerce the victim to submit; or
  - g. The actor engages in treatment or examination of a victim for other than bona fide medical purposes or in a manner substantially inconsistent with reasonable medical practices.
- (1.5) Any person who knowingly, with or without sexual contact, induces or coerces a child by any of the means set forth in section 18-3-402 to expose intimate parts or to engage in any sexual contact, intrusion, or penetration with another person, for the purpose of the actor's own sexual gratification, commits unlawful sexual contact. For the purposes of this subsection (1.5), the term "child" means any person under the age of eighteen years.
- (1.7) Repealed.

Additional laws under the criminal code cover sexual assault as related to assault on a child, internet considerations, and other specific violations. The above listed violation elements are the most common violations related to sexual assault.

## UNC's Response to Sexual Assault, Domestic/Dating Violence, and Stalking

Sexual assault, domestic violence, dating violence, stalking, and retaliation are prohibited on the UNC campus and violations of such may be enforced through criminal and/or administrative sanctions. The University of Northern Colorado is committed to creating a safe and secure environment where the pursuit of higher education can take place. The University recognizes that sexual violence is an abhorrent offense and reports of sexual violence are vigorously investigated through the UNC Police Department and/or the University's Title IX office. The University also provides training and education to students, staff and faculty in an effort to prevent sexual violence.

This fact is reflected in the primary prevention and awareness programs for all incoming students and new employees, and ongoing prevention and awareness programs for the campus. These programs are culturally relevant and are inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome. They also consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and society levels. Additionally the prevention programs adhere to the State of Colorado definitions for sexual assault, domestic violence, dating violence, stalking, and consent. Prevention programs also consider the University definition of consent which is an affirmative agreement – through clear actions or words – to engage in sexual activity. Consent can never be given by anyone compromised due to the use of alcohol or other drugs.

### Primary Programs to Prevent

The following are examples of some of the primary prevention and awareness programs provided by Prevention Education & Advocacy Services:

***New Student Orientation: Are You Aware?: Interactive Theatre*** - in addition to addressing a myriad of contemporary prevention education topics, AYA? addresses sexual assault, legal consent to sexual activity, high-risk alcohol consumption in relation to these areas and campus resources.

***New Student Orientation, Parent Presentation*** - This presentation addresses a variety of issues specific to the transition

for new incoming first year students including legal consent, sexual violence/sexual assault/intimate partner violence and resources.

**New Hire Orientation** – As part of the new hire orientation, all incoming employees are required to participate in an interactive web based sexual harassment training.

## Ongoing Programs to Prevent

The following are examples of some of the ongoing prevention and awareness programs provided by Prevention Education & Advocacy Services:

**Take Back the Night** - Take Back The Night occurs every fall to honor the stories of survivors while educating and raising awareness about sexual violence on campus and in the surrounding community.

**Sexual Assault Awareness Month** - Sexual Assault Awareness Month occurs during the month of April and provides a variety of programs to educate the campus community about sexual violence on campus and in the surrounding community. Some of the recent events include VDAY Flash Mob; Vagina Monologues; Denim Day UNC and Stalking Awareness Promotion in the University Center.

**Classroom and Department Presentations** - Prevention Education & Advocacy Services provides a variety of presentations upon request, including: *Got Consent?*; *Sexual Assault and the College Campus*; *The Dating Game: Healthy Relationships*; *Stalking and Sexual Violence in Abusive Relationships*;

**Healthy Relationships Workshops** - 2-4 healthy relationship workshops are offered each academic year that address sexual abuse and consent.

**Bystander Intervention Training** – On request, teaches safe and effective intervention processes. This program can be requested from the Student Rights and Responsibilities Office in Decker Hall at 970-351-2001.

**Title IX and Sexual Misconduct Training** – Besides the mandatory Title IX training, departments may request specific training for their department or students through the Title IX Office, <http://www.unco.edu/sexual-misconduct/>.

## Colorado State Definitions:

### Domestic Violence:

#### C.R.S. 18-6-800.3

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

### Dating Violence:

Defers to the Violence Against Women's Act definitions as Colorado does not have a specific dating violence statute.

### Stalking:

#### C.R.S. 18-3-602. Stalking Definition – Vonnies law

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

### Consent (to Sexual Activity):

#### C.R.S. 18-3-401 Definition

- (1.5) "Consent" means cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent under the provisions of this part 4. Submission under the influence of fear shall not constitute consent. Nothing in this definition shall be construed to affect the admissibility of evidence or the burden of proof in regard to the issue of consent under this part 4.
- (3) "Physically helpless" means unconscious, asleep, or otherwise unable to indicate willingness to act.

### University Definition

Consent between two or more people is defined as an affirmative agreement – through clear actions or words – to engage in sexual activity.



## Violence Against Women Act Definitions:

### Sexual Assault

An offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting Systems User Manual from the FBI UCR Program, A sex offense is "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 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.

### Domestic Violence

- i. A Felony or misdemeanor crime of violence committed –
  - a. By a current or former spouse or intimate partner of the victim;
  - b. By a person with whom the victim shares a child in common;
  - c. By a person who is cohabitating with, or has cohabitated with the victim as a spouse or intimate partner;
  - d. 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; or
  - e. By any 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.

### Dating Violence

Violence committed by a person who is or has been in a social relationship of romantic or intimate nature with the victim.

- i. The existence of such a relationship shall be 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.
- ii. For the purposes of this definition –
  - a. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - b. Dating Violence does not include acts covered under the definition of domestic violence.

### Stalking

- i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to –
  - a. Fear for the person's safety or the safety of others; or
  - b. Suffer substantial emotional distress.
- ii. For purposes of this definition –
  - a. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
  - b. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
  - c. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

## Bystander Intervention

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

At UNC, we encourage an environment where everyone can choose to step up when faced with the opportunity to help prevent sexual violence. This means everyone can be a part of making our campus a safer, healthier place. We don't have to be bystanders; we can choose to do something. Whether interrupting a conversation or notifying the police. There are always options for safe and positive bystander intervention.

For more information on UNC Bystander intervention, please visit this link: [http://www.unco.edu/asap/help/bystander\\_intervention.html](http://www.unco.edu/asap/help/bystander_intervention.html).

## Risk Reduction

Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault, dating violence, domestic violence, or stalking (taken from [www.rainn.org](http://www.rainn.org)):

- Be aware of your surroundings.
- Try to avoid isolated areas.
- Walk with purpose.
- Try not to load yourself down with bags or packages.
- Make sure your cell phone is with you and charged.
- Don't allow yourself to be isolated with someone you don't trust.
- Avoid putting music headphones in both ears.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the night and leave together.
- Trust your instincts. If you see something suspicious call 911.
- Don't leave your drink unattended. If you choose to accept a drink, go with the person to the bar to order it.
- Watch out for your friends, and vice versa.
- If you suspect someone has been drugged, contact law enforcement immediately.
- Try to think of an escape route.

## Procedures Victims Should Follow

The University of Northern Colorado strongly encourages individuals who experience sexual assault, domestic violence, dating violence, or stalking to ensure their safety and seek medical attention immediately. Below are locations where individuals can receive a forensic sexual assault examination by a Sexual Assault Nurse Examiner (SANE).

Greeley Campus	North Colorado Medical Center Emergency Department	970-810-4121
Loveland Center	Medical Center of the Rockies Emergency Department	970-624-2500
Denver Center	University of Colorado Hospital Emergency Department	720-848-0000
Colorado Springs Center	Memorial North Hospital Emergency Department	719-364-5000

Within 120 hours after a sexual assault, a SANE nurse can conduct a forensic exam at no cost to the victim. Prior to a forensic sexual assault exam do not shower, bathe, use the toilet, change clothes, or comb hair. If you have done any of these activities, an exam can still be performed, but valuable evidence may be lost. While documenting and collecting evidence, a SANE nurse can also provide a physical examination and wellness check, administer preventative treatment for sexually transmitted infections and provide emergency contraception. Additional blood and urine tests may be conducted if a drug facilitated assault is suspected. In Colorado, evidence may be collected even if the victim chooses not to make a report to law enforcement. The healthcare provider is legally mandated to report the suspected sexual assault to law enforcement, however, the patient is not obligated to participate in the criminal justice system and can choose one of three reporting options: law enforcement report, medical report, or anonymous report. There are mandatory reporting obligations for minors (C.R.S. 19-3-304) and at-risk elders (C.R.S. 18.6.5-108) that do prevent anonymous reporting.

### Preservation of Evidence

Whether or not a report is made immediately after a crime of sexual assault, domestic violence, dating violence, or stalking, it is important to preserve all evidence. This evidence may help in the criminal prosecution, university administrative process, or may be helpful in obtaining a protection order. Essential evidence that the University or law enforcement may ask for include:

- A forensic sexual assault examination
- Clothing and sheets – If you must change or decide to report at a later date place items in clean paper (not plastic) bags.
- Communication – such as text messages, emails, social media posts, voice messages, letters/notes, etc.
- Photographs and/or videos.
- Log of information and dates of incidents.

### Reporting Options

We strongly encourage that all members of the UNC community report these crimes immediately to law enforcement. Sexual violence that occurs on the main campus can be reported to the UNC Police Department by calling (970) 351-2245 or in person at Gray Hall. If the assault occurred off-campus, the report should be made to the local police agency where the crime occurred. You may also elect to report the incident directly to the Title IX Coordinator by calling 970-351-4899, emailing [titleix@unco.edu](mailto:titleix@unco.edu) or by filling out an online form at [https://cm.maxient.com/reportingform.php?UnivofNorthernColorado&layout\\_id=5](https://cm.maxient.com/reportingform.php?UnivofNorthernColorado&layout_id=5). The UNC Police Department will often provide information to Title IX for administrative hearings if a criminal report has been filed. The administrative investigation and hearing process can move forward without the technical assistance of a police department.

It is not unusual for a person to delay a report of sexual violence. The University encourages all individuals who may have experienced a violent or nonconsensual sexual encounter to report as soon as possible; when the victim of such crime elects or is unable to make such a report. However, regardless of the duration between the event and report, victims are always encouraged to report. Even if the case would be considered 'cold' by criminal standards, the police department can help you in identifying appropriate services and resources to partner with for assistance on campus and in the community.

### Options Regarding Notification of Law Enforcement

Victims have the right to notify proper law enforcement authorities, including campus and local police. Victims may also contact University staff and/or faculty to guide and/or assist in reporting the incident to Law Enforcement or the Title IX Office. While it is recommended to report the crime, victims have the right to decline notifying the authorities. Under state and federal laws,

## Resources for Victims of Sexual Violence

### Title IX Coordinator & Equity Officer

Larry Loftin (970) 351-4899

### Police & Legal Services

UNC Police Department (970) 351-2245  
 UNC Student Legal Services (970) 351-2001  
 Greeley Police Department (970) 350-9600  
 Evans Police Department (970) 339-2441  
 Loveland Police Department (970) 667-2151  
 Aurora Police Department (303) 627-3100  
 CO Springs Police Department (719) 444-7240

### Medical

UNC Student Health Center (970) 351-2412  
 North Colorado Medical Center (970) 810-4121  
 Medical Center of the Rockies (970) 624-2500  
 University of Colorado Hospital (720) 848-0000  
 Memorial North Hospital (719) 364-5000

### Mental Health

UNC Counseling Center (970) 351-2496  
 UNC Psychological Services (970) 351-1645  
 North Range Behavioral Health (970) 347-2120  
 Foundations Counseling, LLC 1-855-486-0571  
 Aurora Mental Health Center (303) 617-2300  
 Aspen Pointe (719) 572-6100

### Sexual Assault Advocates

UNC ASAP\* (970) 351-1490  
 UNC ASAP Hotline\* (970) 351-4040  
 SAVA\*\* (970) 472-4200  
 A Woman's Place (Shelter) (970) 351-0476  
 APD Victim Advocate Program (303) 627-3100  
 Gateway Battered Woman's Shelter (303) 343-1856  
 CSPD Victim Advocacy Unit (719) 444-7777  
 Tessa (Shelter) (719) 633-1462  
 RAINN\*\*\* 1-800-656-4673  
 Survivors Organizing for Liberation 1-888-557-4441

### Visa and Immigration Assistance

UNC CIE Office\*\*\*\* (970) 351-2396

### Financial Aid

UNC Financial Aid Office (970) 351-2502  
 Federal Financial Aid Office 1-800-433-3243

\*ASAP stands for Assault Survivors Advocacy Program.  
 \*\*SAVA stands for Sexual Assault Victim Advocate Center  
 \*\*\*Rape, Abuse, and Incest National Network  
 \*\*\*\*Center for International Education

employees who receive reports that are not confidential resources, may be obligated to forward the report to Law Enforcement and/or the Title IX Office. It is important to understand that reporting a crime is not the same as prosecuting the crime. The decision to prosecute can be made at a different time.

### Orders of Protection, No Contact Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court

Victims of sexual assault, domestic violence, dating violence, and stalking can file a Protection Order in the state of Colorado at no charge. To learn more about the process please visit this link: [https://www.courts.state.co.us/Forms/Forms\\_List.cfm?Form\\_Type\\_ID=24](https://www.courts.state.co.us/Forms/Forms_List.cfm?Form_Type_ID=24).

Once a Protection Order has been granted through the court, please provide a copy to the local police departments where these orders should be enforced. For example if you live in Greeley and attend the main campus, you should provide a copy to the UNC and Greeley Police Departments. You should also carry a copy of the Order and Affidavit/Certificate of Service at all times.

In addition to court orders of protection, the University may impose 'no trespass' orders on subjects accused of sexual assault, domestic violence, dating violence, or stalking. The Dean of Student's Office may also issue 'no contact' orders that are enforced through the administrative process.

### Confidentiality

A request for confidentiality may limit the University's ability to initiate or to investigate the complaint or to impose sanctions or disciplinary action against a respondent. In this aspect confidentiality keeps all personally identifying information unavailable to individuals who would provide resolution. While the University may not be able to pursue resolution under full confidentiality, it can provide privacy. All complaints are kept private and only shared with individuals on a need to know basis to provide resolution.

The University may also maintain accommodations or protective measures as confidential, to the extent that maintaining such confidentiality would not impair the ability to provide the accommodations or protective measures. For example, if a student needs accommodations to their class schedule, the University may release the name of the student to instructors in order to provide these accommodations but will not release information about the circumstance of why the accommodation was requested unless there is written consent from the victim.

In compliance with the Clery Act, UNC completes Clery public recordkeeping without the inclusion of personally identifying information about the victim.



**Written Notification**

Through the Title IX Office, UNC provides written communication to victims of sexual assault, domestic violence, dating violence, or stalking, that includes a variety of resources.

- Information about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community.
- Information about options for available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures.
- Explanation of the procedures for institutional disciplinary action in cases of alleged sexual assault, domestic violence, dating violence, or stalking.
- Student’s or employee’s rights and options which include procedures victims should follow, the importance of preserving evidence, how and to whom the alleged offense should be reported, options about the involvement of law enforcement and campus authorities, and information about orders of protection.

**Procedures for Institutional Disciplinary Action in Cases of Alleged Sexual Assault, Domestic Violence, Dating Violence, or Stalking**

Whether or not criminal charges are filed, students may be subject to administrative discipline for behaviors against the Student Code of Conduct, including sexual assault, domestic violence, dating violence, stalking, or retaliation. The University of Northern Colorado’s disciplinary process includes a prompt, fair, and impartial investigation and resolution process. This process is conducted by officials who receive annual training on the issues related to sexual assault, domestic violence, dating violence, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. The 3-6-125 Discrimination Compliant Procedures (DCP) is consistent with Board Policy 1-1-508 and applicable Federal and State law. All complaints of discrimination, harassment, and/or retaliation; including sexual assault, domestic violence, dating violence, or stalking, must follow these procedures. The DCP can take up to 60 days, with more complex cases being addressed within a reasonable time-frame. To read the DCP in its entirety, please visit the following link, the policy is on page 59: [http://www.unco.edu/trustees/University\\_Regulations.pdf](http://www.unco.edu/trustees/University_Regulations.pdf).

**Filing a complaint:**

A complaint is initiated by contacting the appropriate person described below and submitting the Discrimination Complaint Form. This form is available online, [https://publicdocs.maxient.com/reportingform.php?UnivofNorthernColorado&layout\\_id=5](https://publicdocs.maxient.com/reportingform.php?UnivofNorthernColorado&layout_id=5) and at the offices listed below.

**Students** can initiate a complaint by contacting:

Organization	Location	Phone	Email
Dean of Students	University Center	970-351-2796	<a href="mailto:dos@unco.edu">dos@unco.edu</a>
Title IX Coordinator	University Center	970-351-4899	<a href="mailto:titleix@unco.edu">titleix@unco.edu</a>

**Employees** can initiate a complaint by contacting:

Organization	Location	Phone	Email
Director of Human Resources	Carter Hall	970-351-2718	<a href="mailto:marshall.parks@unco.edu">marshall.parks@unco.edu</a>

**Individuals who are not students, faculty or staff** can initiate a complaint by contacting:

Organization	Location	Phone	Email
Dean of Students	University Center	970-351-2796	<a href="mailto:dos@unco.edu">dos@unco.edu</a>
Title IX Coordinator	University Center	970-351-4899	<a href="mailto:titleix@unco.edu">titleix@unco.edu</a>
Director of Human Resources	Carter Hall	970-351-2718	<a href="mailto:marshall.parks@unco.edu">marshall.parks@unco.edu</a>

**Decision Making Process for each type of disciplinary proceeding:**

The University of Northern Colorado utilizes both formal and informal disciplinary proceedings. The determination to use either proceeding depends on specific circumstances. Informal procedures are not allowed when:

- a) The complainant and/or the respondent do not agree to utilize the Informal Complaint Procedures,
- b) The complaint contains allegations that, if true, would constitute a violation of criminal laws,
- c) Criminal or civil judicial, quasi-judicial and/or governmental agency proceedings have been filled based on the allegations of the complaint, and/or
- d) The complaint contains a request for confidentiality by the complainant.

Sexual assault, domestic violence, dating violence, and stalking all constitute criminal violations and will follow the Formal Disciplinary Procedures for students, faculty, and staff.

**Formal Complaint Procedures**

Once a complaint has been reviewed written notification regarding rights and options and resources available on campus is sent to both the complainant and respondent. Additionally, the respondent will be asked to provide a written response that contains his/her position with respect to the allegations of the complaint within 10 days of the date on which the respondent was provided with a copy of the form.

The investigator(s) will review the form and the written response of the respondent and will gather additional relevant information by:

- Interviews of persons who may have relevant knowledge including but not limited to the complainant, the respondent and/or persons identified in any written or oral information provided in the course of the investigation.
- Retrieval of relevant documents and/or other materials

The investigator(s) will investigate the complaint as discreetly and expeditiously as possible with due regard for thoroughness and fairness to the complainant, the respondent, and of any other person who may have relevant information. The investigator(s) and decision maker(s) will assess the information gathered in the course of the investigation, including the credibility of the complainant, the respondent, and any other person who provides information about the complaint.

The investigator(s) will be the decision maker(s) unless otherwise described and will issue promptly, with due regard for the nature, scope, and complexity of the investigation the results to both the complainant and respondent simultaneously. If investigator(s) are not decision maker(s) the investigator(s) will provide the decision maker(s) with written recommendations.

The decision and written recommendations will:

- Summarize the matters at issue in the complaint,
- Describe conclusions about whether the complainant has met his/her proof that discrimination, harassment, and/or retaliation have occurred and the reasons in support of those conclusions and, if the decision maker(s) conclude that discrimination, harassment, and/or retaliation have occurred:
  - Identify the persons who have been subjected to discrimination, harassment, and/or retaliation,
  - Describe the remedies to be implemented with respect to the complainant and
  - Describe the sanctions or disciplinary action that will be implemented with respect to the respondent.
- A copy of the decision will be provided promptly and simultaneously to the complainant, respondent, and University Counsel.
- The decision maker(s) will implement or direct and monitor the implementation of any remedies, sanctions and/or disciplinary action described in the decision.
- If any portion of the decision subject to appeal is not appealed as permitted, that portion of the decision is final and binding on the University, complainant, and respondent.

**Appeal Process**

Included in a copy of the decision provided simultaneously to the complainant and respondent is the process to file an appeal. The complainant or respondent may appeal the remedies, sanctions, and/or disciplinary action of a decision by submitting a written Appeal Form no later than 5 days from the date the decision was provided. The standard of review in an Appeal Decision

is whether the decision is “arbitrary and/or capricious”, meaning devoid of factual support and/or based on a personal grudge or bias. If the appealing party fails to satisfy that burden, the appeal decision maker must affirm the decision.

### **Disclosure of Results of Disciplinary Proceedings**

The results of the decision will be provided simultaneously in writing to the complainant and respondent. Included in that decision is information for both parties to appeal the decision. The complainant and respondent will also be notified in writing simultaneously if there is any change to the results that occurs before the decision becomes final and when such decision does become final.

Upon request, the institution will disclose the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of any crime of violence or a non-forcible sex offense to the alleged victim or the next of kin, if the victim is deceased.

### **Interim Accommodations and Protection Orders**

The University will take interim actions it believes are reasonable and necessary to protect the complainant, the respondent, and/or any identified persons who may have information relevant to the complaint. These interim actions may include, but are not limited to, no contact orders, changes to academic, living, transportation, and working situations, PNG orders, and interim suspension of students, administrative leave of faculty or staff and/or information about sources of advocacy, counseling, and support. Accommodations or protective measures are available if the complainant requests them and if they are reasonably available, regardless of whether the complainant chooses to report the crime to campus police or local law enforcement. Requests can be made directly to Title IX at 970-351-4899.

### **Choice of Advisor**

At any meeting or proceeding by the investigator(s) of the complainant or the respondent, the party interviewed may have one person of his/her choosing present as an advisor. This advisor can be a faculty member, student, legal counsel or other individual, but can have no other role, such as a witness. The student is responsible for presenting his or her own information, and therefore, advisors are not permitted to speak or participate directly. The advisor may confer with the party during the interview (if the party so requests) but may not otherwise participate. Should the student elect to be accompanied by legal counsel, the University reserves the same right to have legal counsel present.

### **Standard of Evidence**

The standard of evidence in sexual assault, domestic violence, dating violence, and stalking cases is held as a “preponderance of evidence”. Meaning that considering all the evidence, an assertion is more probably true than not true, even to the slightest degree. If the person making an assertion fails to meet his/her burden of proof or if the evidence weighs so evenly that the decision maker(s) are unable to say that there is a preponderance on either side, the decision maker(s) must resolve the question against the person who has the burden of proof.





**Possible Student Sanctions:**

This list represents the full range of possible sanctions for a violation of the student code of conduct. Sanctions that the University may impose towards students found 'responsible' for a violation of the student code of conduct include, but are not limited to, the following:

Sanction	Definition	Sexual Assault	Domestic Violence	Dating Violence	Stalking
<b>Warning</b>	An official notice to a student or recognized student organization that the conduct is in violation of the Student Code of Conduct. The continuation of such conduct or actions may result in further disciplinary action.				
<b>Probation</b>	Disciplinary probation is a period of observation and review of conduct during which the student or recognized student organization must demonstrate compliance with the Student Code of Conduct. Terms of this probationary period will be determined at the time probation is imposed.				
<b>Loss of Privileges</b>	Denial of specified privileges for a designated period of time.				✓
<b>Restitution</b>	Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.	✓	✓	✓	✓
<b>Discretionary Sanctions</b>	These include, but are not limited to, alcohol or drug education, recommendation for counseling, required mental health assessment, restriction of privileges, or a special educational project designed to assist the student in better understanding the overall impact of his/her behavioral infraction.	✓	✓	✓	✓
<b>Residence Hall Suspension</b>	Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.	✓	✓	✓	✓
<b>Residence Hall Expulsion</b>	Permanent separation of the student from the residence halls.	✓	✓	✓	✓
<b>Interim Suspension</b>	Interim suspension is taken in extreme or unusual cases when there is reasonable cause to believe the continued presence of the accused student on campus presents an immediate and definite danger to himself/herself or other members of the campus community, or threatens disruption of University operations or activities. Interim suspension is immediate suspension of a student's privilege to attend the University and all of its related functions. A student who has been placed on interim suspension may not attend classes, may not participate in any University activities, and may be excluded from University property. The authority for interim suspension is vested in the Chief Disciplinary Officer. The Chief Disciplinary Officer may impose an interim suspension for a student before a hearing is held.	✓	✓	✓	✓
<b>University Suspension</b>	The suspension may be for a specified period of time or for an indefinite period of time until stated conditions are met. The student may be prevented from returning to University premises. When a student is suspended, a notation will be made on the student's academic record (transcript) as follows: —SUSPENDED (date) FOR CONDUCT.¶ This notation will remain on the transcript until the terms of the suspension have been satisfied.	✓	✓	✓	✓
<b>Expulsion</b>	Expulsion is the act of terminating a student's academic program and his/her right to future enrollment. The student may also be prevented from returning to University premises. When this action is finalized, a notation will be made on the student's academic record (transcript) as follows: —EXPELLED (date) FOR CONDUCT.¶	✓	✓	✓	✓
<b>Revocation of Admission and/or Degree</b>	Admission to or a degree awarded from the University may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.	✓	✓	✓	✓
<b>Withholding Degree</b>	The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Conduct Code, including the completion of all sanctions imposed, if any.				
<b>Withdrawal Agreement</b>	In certain cases where a student's behavior or mental or emotional health may render him/her unfit for continued participation within the University community, the Chief Disciplinary Officer may recommend the student withdraw from the University. Conditions for re-admittance to the University will accompany this withdrawal agreement.				
<b>Loss of Recognition</b>	Recognized student organizations may lose recognition after a University Hearing. This action deprives the organization of the use of campus resources, the use of the University's name, and the right to	✓	✓	✓	✓

	participate in campus sponsored activities. This loss of recognition may be for a specific period of time or for an indefinite period of time until stated conditions are met.				
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**Possible Faculty/Staff Sanctions:**

This list represents the full range of possible sanctions for an employee violation. Sanctions that the University may impose towards an employee found 'responsible' for a violation of UNC policy include, but are not limited to, the following:

Sanction	Definition	Sexual Assault	Domestic Violence	Dating Violence	Stalking
<b>Reduction in Compensation</b>	The employee will be paid less than they were originally being paid.	✓	✓	✓	✓
<b>Demotion</b>	Being transferred to a lower position.	✓	✓	✓	✓
<b>Termination of Employment</b>	The employee will be let go and may be prevented from returning to the University premises.	✓	✓	✓	✓
<b>Administrative Leave</b>	Paid leave used for investigation into an employee's conduct.	✓	✓	✓	✓

## Sex Offender Registration Information

Registered sex offenders who are enrolled or employed by the University of Northern Colorado are required to advise their local law enforcement agency of their affiliation with UNC. This information is forwarded to the Colorado Bureau of Investigations (CBI), and is available at the UNC Police Department during normal business hours. Individuals may request a list of registered sex offenders to view at the UNC Police Department.

State and federal law require the release of information supplied by the Colorado Crime Information Center (CCIC) on registered sex offenders. The release of such information does not violate the Family Educational Rights to Privacy Act (FERPA).

In the event the UNC Police records staff is unavailable to provide the requested information immediately, the name and phone number of the individual making the request will be taken and he/she will be notified when the report is available. All requests will be processed and made available for review within 72 hours of the request.

In addition, lists of convicted registered sex offenders are available from the following resources:

**All of Colorado:** <https://www.sotar.us/apps/sotar/initPublicIndexRedirect.do>

**Greeley Campus**

[Weld County Sheriff's Office](#)  
[Greeley Police Department](#)  
[Evans Police Department](#)

**Loveland Center**

[Larimer County Sheriff's Office](#)  
[Loveland Police Department](#)

**Denver Center**

[Arapahoe County Sheriff's Office](#)  
[Aurora Police Department](#)

**Colorado Springs Center**

[El Paso County Sheriff's Office](#)  
[CO Springs Police Department](#)

## Security of Campus Facilities

### Access to Campus Facilities



Most of the Greeley campus buildings and facilities are accessible to members of the campus community, guests, and visitors during normal hours of business, Monday-Friday, and for limited designated hours on Saturdays and Sundays, during periods of time the University is in normal operation (this includes most holidays). Residence halls have resident staff living in each building. A Hall Director and Senior Resident Assistant live in most residence halls, with Resident Assistants (RAs) living on most floors. Residential Education staff provides security of the residence hall as well as building repair, coaching/support, programming, activities, and rule compliance. Most halls have a staff person on duty at the front desk on a 24-hour basis. Regular foot patrols, or "rounds," are conducted of the hallways in the evenings. To prevent unauthorized access, residence halls have an electronic door locking system.

West and Central campus residence halls, including Arlington Park Apartments, are locked 24-hours a day. Residents can use card reader access to gain entrance to their residence halls from side doors and the main entrance. Residents are responsible for registering their guests through the front desk of their residence hall. Guests must be registered 24-hours a day. Only residents and registered guests are allowed in the residence halls. Unregistered guest may be immediately removed from the premises. Residents are expected to accompany guests at all times while they are in the residence hall, as residents are responsible for the actions of their guests. It is the residents' responsibility to inform all guests of residence hall policies and to expect compliance.

University Houses are the only on-campus housing facilities that do not have card reader access. Entry and exit from individual homes goes directly outside. Residents are responsible for securing their own home. The University maintains outdoor lighting and UNC Police do patrol these areas.

Residential Education subscribes to a vigorous personal accountability disciplinary program. This program is developmental in nature, but provides for the removal of problem individuals or persons who commit crimes. In criminal cases or cases of violence that meet the standard for interim suspension from the University, these interim actions are taken rapidly, usually within the first 24 hours of the event. Special emphasis is placed on supporting and protecting victims.

### Maintenance and Security of Campus Facilities

The University community maintains a very strong commitment to campus safety and security. Exterior lighting is an important part of this commitment. Police Officers and other staff members report exterior lighting problems on campus on a regular basis to the Facilities Management repair crews. Members of the Police Department, Facilities Management, and other campus representatives conduct surveys of exterior lighting on an on-going basis.

Members of the Greeley campus community are encouraged to report any exterior lighting deficiencies to the Police Department at (970) 351-2245, or Facilities Management at (970) 351-2446.

Police Officers report any defective locking mechanisms to the Facilities Management Lock Shop as soon as they are discovered. This ensures that each exterior door and its locking mechanisms are working properly. Exterior doors on campus buildings are locked and secured each evening by computer access control or custodial staff from Facilities Management.



These employees also report door and security hardware operating deficiencies on a regular basis. The University is also converting to a high security lock/key system. These locks are extremely difficult to pick, and keys cannot be duplicated.

Many areas on campus that house expensive equipment have alarms with motion detectors that report directly to the UNC Police Department. As well, there are many offices on campus that are equipped with "duress" alarm systems to summon help in the event of a crisis.

Shrubbery, trees, and other vegetation on campus are trimmed on a regular basis both for aesthetics and safety. In snow or icy weather, sidewalks are a priority for cleaning and sanding. Supplemental sanding is done by the UNC Grounds Department as needed. Parking lots and campus areas are actively patrolled by police officers, student parking enforcement officers, and student security officers. UNC maintenance and ground workers carry radios and can call the UNC Police Department Communications Center directly with any problem or suspicious activity.

## Extended Campus Access, Maintenance, and Security of Campus Facilities

The Extended Campus locations are secured during non-class time and are only open to student, faculty, and staff during scheduled class time. The building owners maintain the locks, lighting, and security of those buildings.

## Missing Persons Policy



If a member of the University Community has reasons to believe that a student who resides in on-campus housing is missing, that individual should immediately notify the University Police Department at (970) 351-2245 (911 from a campus phone). The Police Department will start the investigation and document findings when appropriate. Under circumstances when a student who was believed to be missing is immediately found, and there are no suspicious or concerning circumstances surrounding the incident, no formal report is necessary.

Students provide a general emergency contact when attending the University. In addition to this, students who are residing in on-campus housing have the option to identify confidentially an individual to be contacted by the Police Department in the event the student is determined to be missing for more than 24 hours. This person does not have to be the same individual as the general emergency contact. The student who wishes to identify a confidential contact can do so through the Housing Office in Tobey Kendel Hall room 199 or by calling (970) 351-2721.

The police department will notify the confidential contact within 24 hours of determining that the student is missing. If the missing student is under the age of 18 and is not an emancipated individual, the Police Department will notify the student's parent or legal guardian immediately after the Police Department has determined the student has been missing for 24 hours.

None of these guidelines precludes the Police Department or a University Representative from contacting the student's custodial parent, guardian, or contact person immediately upon determination that the student is missing. The University Police Department will notify the local law enforcement agencies within 24 hours of the determination and utilize appropriate resources as the investigation expands in an effort to locate a missing student.

The Loveland, Denver, and Colorado Springs locations do not have on-campus student housing. It is for this reason that there is no Missing Persons Policy for those locations.

# Fire Safety Report for Student Housing

## Introduction

The Higher Education Opportunity Act (HEOA) requires that institutions that maintain on-campus student housing facilities publish an annual Fire Safety Report. This report must contain a description of the housing facilities and their fire safety systems, fire safety policies and procedures, fire statistics, and fire safety training and education. The main campus located in Greeley is the only location that has on-campus student housing. The Loveland, Denver, and Colorado Springs locations do not have on-campus student housing. It is for this reason that there is no Fire Safety report for those locations.

The University of Northern Colorado (UNC) has made a serious commitment to fire safety. The Environmental Health & Safety Department, which oversees fire safety on the Greeley campus, is dedicated to fire safety for students, faculty, staff, and visitors. UNC works closely with the Greeley Fire Department to meet or exceed applicable local, state, and federal code requirements.

## Description of Housing Facilities and Fire Safety Systems

At the University of Northern Colorado (UNC), all on-campus residence halls are equipped with fire safety systems. Components of the fire safety system include automatic fire sprinkler systems, automatic fire alarm systems which notifies the UNC Police Communications Center, and portable fire extinguishers for use by trained persons. All fire protection systems are inspected regularly by UNC staff members. Inspections and maintenance of these systems are conducted at intervals required by code or more frequently.

West Campus Residence Facilities										
Hall Name	Address	Sq. Ft.	Beds	Structure	Automatic Fire Alarm	Automatic Sprinkler	Fire Dept. Standpipe	Smoke Alarm	CO Alarm	Fire Extinguishers
Harrison	1400 23 <sup>rd</sup> St.	129,697	542	Concrete	✓	✓	✓	✓		✓
Lawrenson	2300 12 <sup>th</sup> Ave.	115,343	434	Concrete	✓	✓	✓	✓		✓
North	2243 11 <sup>th</sup> Ave.	155,829	375	Concrete	✓	✓	✓	✓		✓
South	2323 11 <sup>th</sup> Ave.	147,065	348	Concrete	✓	✓	✓	✓		✓
Turner	2310 13 <sup>th</sup> Ave.	139,796	350	Concrete	✓	✓	✓	✓		✓

Central Campus Residence Facilities										
Hall Name	Address	Sq. Ft.	Beds	Structure	Automatic Fire Alarm	Automatic Sprinkler	Fire Dept. Standpipe	Smoke Alarm	CO Alarm	Fire Extinguishers
Belford	1902 10 <sup>th</sup> Ave.	16,213	53	Stucco on structural masonry	✓	✓	✓	✓		✓
Bond	809 19 <sup>th</sup> St.	15,624	51	Stucco on structural masonry	✓	✓	✓	✓		✓
Brown	903 19 <sup>th</sup> St.	15,692	34	Stucco on structural masonry	✓	✓	✓	✓		✓
Decker	910 19 <sup>th</sup> St.	10,438	28	Stucco on structural masonry	✓	✓	✓	✓		✓
Dickeson	819 19 <sup>th</sup> St.	15,423	55	Structural masonry and wood framing	✓	✓	✓	✓		✓
Gordon	1904 10 <sup>th</sup> Ave.	6,839	28	Stucco on structural masonry	✓	✓	✓	✓		✓
Hansen-Willis	1929 10 <sup>th</sup> Ave.	40,059	108	Stucco on structural masonry	✓	✓	✓	✓		✓
Lujan	829 19 <sup>th</sup> St.	13,446	34	Structural masonry and wood framing	✓	✓	✓	✓		✓
Sabin	1920 10 <sup>th</sup> Ave.	10,558	37	Stucco on structural masonry	✓	✓	✓	✓		✓
Snyder	1920 10 <sup>th</sup> Ave.	27,925	106	Stucco on structural masonry	✓	✓	✓	✓		✓

Wiebking	900 20 <sup>th</sup> St.	58,304	245	Stucco on structural masonry	✓	✓	✓	✓		✓
Wilson	1927 9 <sup>th</sup> Ave.	63,260	287	Stucco on structural masonry	✓	✓	✓	✓		✓

**Arlington Park Apartments**

Hall Name	Address	Sq. Ft.	Beds	Structure	Automatic Fire Alarm	Automatic Sprinkler	Fire Dept. Standpipe	Smoke Alarm	CO Alarm	Fire Extinguishers
Building 1	2315 9 <sup>th</sup> Ave. #E	28,867	54	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 2	2345 9 <sup>th</sup> Ave #F	36,546	78	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 3	933 24 <sup>th</sup> St. #A.	34,911	72	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 4	2340 10 <sup>th</sup> Ave. #B	27,357	60	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 5	2310 10 <sup>th</sup> Ave. #C	27,357	60	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 6	930 23 <sup>rd</sup> St. #D	34,911	72	Brick veneer and stucco on wood	✓	✓	✓	✓		✓

**University Apartments\***

Hall Name	Address	Sq. Ft.	Beds	Structure	Automatic Fire Alarm	Automatic Sprinkler	Fire Dept. Standpipe	Smoke Alarm	CO Alarm	Fire Extinguishers
Cave Hall	509 18 <sup>th</sup> Street	13,508	12	Stucco on wood stud framing				✓	✓	✓
Dickerson Hall	509 18 <sup>th</sup> Street	6,629	8	Stucco on wood stud framing				✓		✓
Hargrove Hall	509 18 <sup>th</sup> Street	9,478	12	Stucco on wood stud framing				✓		✓
Ninemires Hall	509 18 <sup>th</sup> Street	16,904	20	Stucco on wood stud framing				✓		✓
Toussaint Hall	509 18 <sup>th</sup> Street	10,774	12	Stucco on wood stud framing				✓		✓
West Hall	509 18 <sup>th</sup> Street	15,448	18	Stucco on wood stud framing				✓		✓
White Hall	509 18 <sup>th</sup> Street	13,172	16	Stucco on wood stud framing				✓		✓

\*On February 15, 2017 University Apartments was sold and is now called Bears Village. The property is now owned and managed by SC Rentals.

**University Houses**

Hall Name	Address	Sq. Ft.	Structure	Automatic Fire Alarm	Automatic Sprinkler	Fire Dept. Standpipe	Smoke Alarm	CO Alarm	Fire Extinguishers
Aldrich I	2229 10 <sup>th</sup> Ave.	1,832	Vinyl siding				✓	✓	✓
Aldrich II	2233 10 <sup>th</sup> Ave.	1,832	Wood siding				✓	✓	✓
Angus	2205 10 <sup>th</sup> Ave.	1,044	Aluminum siding				✓	✓	✓
Berkenkotter	2221 10 <sup>th</sup> Ave.	1,852	Wood siding				✓	✓	✓
Farr	1723 10 <sup>th</sup> Ave.	4,369	Brick siding				✓	✓	✓
Florio	1943 8 <sup>th</sup> Ave.	1,904	Vinyl/wood siding				✓	✓	✓
Fuller	2225 10 <sup>th</sup> Ave.	1,156	Brick/vinyl siding				✓	✓	✓
Fultz	2209 10 <sup>th</sup> Ave.	2,088	Wood siding				✓	✓	✓
Harry	1717 10 <sup>th</sup> Ave.	5,419	Fiber cement siding				✓	✓	✓
Horst	2211 10 <sup>th</sup> Ave.	1,016	Wood siding				✓	✓	✓
Jaccaud*	2215 10 <sup>th</sup> Ave.	1,632	Wood siding				✓	✓	✓
Kiel	2237 10 <sup>th</sup> Ave.	1,560	Cementitious siding				✓	✓	✓
Lutz House	2203 10 <sup>th</sup> Ave.	1,248	Vinyl siding				✓	✓	✓
Martin	1947 8 <sup>th</sup> Ave.	3,900	Wood siding				✓	✓	✓
Perry	1729 10 <sup>th</sup> Ave.	4,695	Brick siding				✓	✓	✓
Warren	1945 8 <sup>th</sup> Ave.	3,936	Brick/wood siding				✓	✓	✓

\*On August 21, 2017 the Jaccaud House no longer houses students and is now the Gender and Sexuality Resource Center.



### 2016 Student Housing Fire Statistics

West Campus Residence Facilities															
Building / House	2014				Cause	2015				Cause	2016				
	Fires	Injuries	Deaths	Property Damage Value		Fires	Injuries	Deaths	Property Damage Value		Fires	Injuries	Deaths	Property Damage Value	Cause
Harrison Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Lawrenson Hall	0	0	0	0		0	0	0	0		0	0	0	0	
North Hall	0	0	0	0		0	0	0	0		0	0	0	0	
South Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Turner Hall	0	0	0	0		0	0	0	0		0	0	0	0	

Central Campus Residence Facilities															
Building / House	2014				Cause	2015				Cause	2016				
	Fires	Injuries	Deaths	Property Damage Value		Fires	Injuries	Deaths	Property Damage Value		Fires	Injuries	Deaths	Property Damage Value	Cause
Bedford Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Bond Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Brown Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Decker Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Dickerson Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Gordon Hall	1	0	0	\$0-\$99	Cooking	1	0	0	0		0	0	0	0	
Hansen-Willis Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Lujan Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Sabin Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Snyder Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Wiebking Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Wilson Hall	0	0	0	0		0	0	0	0		0	0	0	0	

Arlington Apartments															
Building / House	2014				Cause	2015				Cause	2016				
	Fires	Injuries	Deaths	Property Damage Value		Fires	Injuries	Deaths	Property Damage Value		Fires	Injuries	Deaths	Property Damage Value	Cause
Building 1	0	0	0	0		0	0	0	0		0	0	0	0	
Building 2	0	0	0	0		0	0	0	0		0	0	0	0	
Building 3	0	0	0	0		1	0	0	\$25,000-\$49,999	Candle	0	0	0	0	
Building 4	0	0	0	0		0	0	0	0		0	0	0	0	
Building 5	0	0	0	0		0	0	0	0		0	0	0	0	
Building 6	0	0	0	0		0	0	0	0		1	0	0	\$100-\$999	Electrical

Building / House	University Apartments														
	2013					2014					2015				
	Fires	Injuries	Deaths	Property Damage Value	Cause	Fires	Injuries	Deaths	Property Damage Value	Cause	Fires	Injuries	Deaths	Property Damage Value	Cause
Cave Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Dickerson Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Hargrove Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Ninemires Hall	0	0	0	0		0	0	0	0		0	0	0	0	
Toussaint Hall	0	0	0	0		0	0	0	0		0	0	0	0	
West Hall	0	0	0	0		0	0	0	0		0	0	0	0	
White Hall	0	0	0	0		0	0	0	0		0	0	0	0	

Building / House	University Houses														
	2014					2015					2016				
	Fires	Injuries	Deaths	Property Damage Value	Cause	Fires	Injuries	Deaths	Property Damage Value	Cause	Fires	Injuries	Deaths	Property Damage Value	Cause
Aldrich I House	0	0	0	0		0	0	0	0		0	0	0	0	
Aldrich II House	0	0	0	0		0	0	0	0		0	0	0	0	
Angus House	0	0	0	0		0	0	0	0		0	0	0	0	
Berkenkotter House	0	0	0	0		0	0	0	0		0	0	0	0	
Farr House	0	0	0	0		0	0	0	0		0	0	0	0	
Florio House	0	0	0	0		0	0	0	0		0	0	0	0	
Fuller House	0	0	0	0		0	0	0	0		0	0	0	0	
Fultz House	0	0	0	0		0	0	0	0		0	0	0	0	
Harry House	0	0	0	0		0	0	0	0		0	0	0	0	
Horst House	0	0	0	0		0	0	0	0		0	0	0	0	
Jaccaud House	0	0	0	0		0	0	0	0		0	0	0	0	
Kiel House	0	0	0	0		0	0	0	0		0	0	0	0	
Lutz House	0	0	0	0		0	0	0	0		0	0	0	0	
Martin House	0	0	0	0		0	0	0	0		0	0	0	0	
Perry House	0	0	0	0		0	0	0	0		0	0	0	0	
Warren House	0	0	0	0		0	0	0	0		0	0	0	0	

## Housing & Residential Education Fire Safety Policies and Procedures

The following information is from the University of Northern Colorado Housing and Residential Education Handbook. A copy of the current year handbook can be found online at <http://www.unco.edu/housing/pdf/hrehandbook.pdf>.

### Fire and Safety

#### Fire Evacuation / Escape

- Don't panic and stay as calm as possible. You will need to think clearly to make safe decisions.
- Feel the doorknob with the back of your hand, never your palm (if the door is electrically charged the muscles in your hand will react, causing you to grab the doorknob).



- If the door is cool, lean yourself against it and open the door slowly. As you leave the room, make sure all doors and windows are shut (not locked).
- If there is smoke in the air, stay low because the most breathable air will always be near the floor. In a crouched position, or crawling, move quickly towards the nearest exit. If the closest exit is blocked, try the next nearest exit.
- If it is safe, alert others by shouting or knocking as you make your way to the stairs.
- Always escape via stairwells; never use the elevators in a fire. As you leave, make sure all fire doors are closed.
- Once you are outside, stay clear of the building. Follow the directions of Residential Education staff, fire and police personnel. Never re-enter a burning building for any reason. If you know someone is trapped inside, notify the nearest fire or police personnel.
- For the safety of all residents, do not interfere with residence hall staff members or emergency personnel as they perform their duties. Remain quiet and listen for instructions from fire, police, or Housing & Residential Education staff.
- Do not re-enter the building until official university staff have given you permission.



#### **If you are trapped in a fire:**

- Remain calm.
- All University facilities are designed with fire safety materials and to withstand a quick spreading fire.
- Utilize wet towels or bed linens to prevent smoke from entering under the door to your room.
- Open the window. (Rooms on the first floor will be able to vacate this way).
- Use the room phone provided to dial 911 as well as draw attention to yourself through your window by waving a large sheet or towel.
- Stay low in the room and reduce to a minimum smoke inhalation.
- Plan ahead and think about what you would do in the event of a fire in the residence hall. Have a plan in place in the event of an emergency.

**Knowledge and preparation is your best bet for surviving a fire.**



### Chemicals, Explosives, and fireworks:

Due to the extreme physical danger to residents and the possibility of fire; fireworks, flammable material, liquids, explosives, dangerous chemicals, and/or noxious or harmful materials or liquids are strictly prohibited on University-owned property. This includes, but is not limited to propane, gasoline, etc. All types of fireworks are prohibited by the City of Greeley (Greeley Municipal Uniform Fire Code 78.102). The Greeley Municipal Uniform Fire Code makes it a violation for anyone to possess, store, sell, or use any type of fireworks. Students found to be in possession of fireworks will be subject to University disciplinary action and criminal fines or imprisonment. Activities involving the use of any chemicals, fireworks, and/or explosives will not be tolerated on university-owned property. Students found in possession of any chemicals, fireworks, or explosives will face university disciplinary action and/or criminal prosecution. Any fireworks, explosives, or chemicals found in any housing assignment are subject to immediate seizure by authorized staff members.

### Failure to Evacuate

Failure to evacuate during a fire alarm or hindering the evacuation of other occupants during a fire alarm poses a danger to yourself and others and is prohibited. Severe disciplinary action may be imposed for a violation of evacuation procedures.

### False Alarm

Criminal prosecution is possible for falsely pulling a fire alarm (Colorado Revised Statutes 1973 18-8-111(a) as amended) and for damage resulting from the unauthorized use of firefighting equipment (Colorado Revised Statutes 1973 18-4-506 as amended).

### Fire Drills

Fire Drills will be conducted in each residence hall once per semester. All students must exit the building immediately to a safe distance at a minimum of 100 feet. Failure to evacuate during a fire alarm will result in disciplinary referral for violating [Housing & Residential Education policies](#).

### Fire Safety

Most housing fires are caused by careless smokers, open flame cooking equipment, candles or overtaxed electrical systems. Toxic gasses in smoke, usually caused by burning plastic, can render a person unconscious in a few seconds. Open flames, including those found in candles, cigarettes, hookah, and incense may not be used in any housing assignment.

### Open Flames

Starting any fire, intentionally or unintentionally, may result in severe University sanctions (including suspension or expulsion) and/or criminal prosecution. It is a University of Northern Colorado policy to seek criminal prosecution of any person deliberately setting or maintaining a fire on University premises without first obtaining the required City of Greeley and University of Northern Colorado permits. For the above reasons, the Department of Housing & Residential Education prohibits the use of candles and incense in our residence halls.



## Fire Safety

Smoking, open flame or open heating element cooking equipment, candles, or overtaxed electrical systems cause most fires in residence halls. Toxic gasses in smoke, usually caused by burning plastic, can render a person unconscious in a few seconds. To protect the lives of all persons in the residence halls, the following policies have been adopted and are enforced:

### **Tampering with Fire Life Safety Equipment**

Tampering with fire equipment, disabling any part of a fire alarm system, discharging a fire extinguisher, hanging decorations from any part of a fire sprinkler system, or registering a false fire alarm can endanger lives and property. Any tampering with fire life safety equipment is prohibited in the residence halls. This behavior is also a federal offense and will be pursued criminally.

### **Failure to Evacuate**

Failure to evacuate during a fire alarm places yourself and others in danger. Each fire alarm is to be treated seriously and all persons in the building are expected to evacuate. Failure to evacuate is a violation of the Housing & Residential Education policies and disciplinary action may be taken.

### **Arson**

Arson is defined as purposefully setting a fire. Arson is a violation of Housing & Residential Education policies, the University Code of Conduct and state/federal laws. Criminal action, suspension and/or expulsion may be pursued for any student suspected of committing arson.

### **Use of Candles and/or Incense**

The use of candles and/or incense in the residence halls is prohibited. Incense and incense burners are prohibited in the residence halls due to the risk of fire and for the consideration of residents with allergies. Decorative candles, with the wick removed are allowed in the residence hall. However, possession of incense, incense burners, or a candle with a burnt wick are all prohibited and may be considered evidence of use within the residence hall.

### **Prohibited Appliances and Electric Fixtures**

Prohibited items include, but are not limited to:

- Combustible decorations on light fixtures
- Combustible lampshades, including paper lanterns
- Extension cords running from light fixtures
- George Foreman grills
- Halogen lamps
- Homemade light fixtures
- Hot plates
- Microwaves over 1250 Watts or 2 cu. ft.
- Modified light fixtures
- Multiple extension cords plugged into each other or spider-type configuration on extension cords
- Non-UL approved appliances or fixtures
- Open-coil cooking devices
- Refrigerators over 6 cubic feet or 1.3 amps
- Space heaters
- Toaster ovens



Possession of prohibited appliances is a violation of the Student Rights and Responsibilities Community Standards and may result in disciplinary action. If you have questions about an appliance, hall staffs (Resident Assistant or Hall Director) are available to help determine if an appliance is approved.

Compact refrigerators under 3.7 cubic feet, microwaves under 700 watts, coffee pots and a variety of other appliances are allowed.

The provided light fixtures in your room should be equipped with 60 watt (ceiling) or 45 watt (lamps) bulbs. **DO NOT INCREASE** the bulb size or wattage. Additional light bulbs for lamps are available at the front desks. If a ceiling light or a light in an enclosed fixture burns out, report this to the front desk so Housing Services can replace it. Please recycle your provided used compact fluorescent light bulbs at the front desk of your residence hall.



Electrical extension cords must be well maintained and in good repair, have a grounding prong, and bear the Underwriter Laboratory (UL) label. Electrical and extension cords may not be spliced or run under any doors, as this poses a significant fire hazard. Do not nail, pin in place, or cover extension devices. If additional extension outlets are needed, special multiple outlet boxes equipped with a built-in breaker are available at several local retail stores. Extension cords must be of appropriate gauge wire to handle the desired appliance, although we recommend all appliances be plugged directly into the wall outlet or a surge protector. If an extension cord should become warm to the touch, it is too lightweight and must be replaced with a heavier gauge wire. The Department of Housing & Residential Education suggests the purchase and use of power strips/ surge protectors.

### **Possession or Use of Chemicals or Explosives**

Possession of chemicals or explosive devices are strictly prohibited in the residence halls. Possession of an explosive device is a felony and criminal charges will be pursued.

### **Holiday Decorations**

Holiday decorations that pose a fire hazard, such as live coniferous trees or garlands, are prohibited. Spray snow and other forms of window paint are not allowed. Strings of UL approved lights are allowed if they are unplugged prior to students leaving the room.

### **Misuse or Damage to Fire or Life Safety Equipment**

The intentional or reckless damage of any fire or life safety equipment in the residence halls is prohibited. This includes, but is not limited to, security cameras, telephone lines, safety signs, fire sprinkler piping, fire alarms, sprinkler heads, and fire extinguishers.

### **Hover boards– effective 12/21/2015**

The use, possession, or storage of Hover boards, Swagways, IO Hawks, Skywalkers, and similar devices, is prohibited in the Housing & Residential Education residence halls and apartments until further notice.

### **Evacuation Protocol for Housing & Residential Education Staff Members**

The Department of Housing and Residential Education is committed to the safety and security of each student and their guests. The following practices may be subject to change if deemed necessary to maintain the safety and security of the students we house. All students are provided with protocol to make safe decisions before vacating a building during an evacuation alarm.



## Standard Evacuation Protocol for Staff

1. When the evacuation alarm sounds, all Resident Assistants (RA) / Hall Directors (HD) staff will come to the front desk immediately.
  - If the HD is present they will take charge,
  - If the HD is not present, the first RA to arrive at the desk will take charge.

*CENTRAL COALITION* -When the alarm sounds in one of the buildings, the desk staff notifies UNCPD and starts calling all RA's on the Central staff. RA responds by going to the building and making sure exterior doors are shut and residents have evacuated and are away from the building in a single spot. If the alarm is in one of the larger buildings (Hansen-Willis or Snyder) RA's stand near various doors to make sure no one enters until the all clear has been given.
2. Lead staff member will notify UNCPD and alert them of the alarm
3. Lead staff member is responsible for delegating the remaining staff to appropriate locations to manage the evacuation
4. Lead staff member will use the ADA sheet at the desk to identify students with disabilities that may need assistance in evacuating the building. Staff members follow the campus Emergency Evacuation Guidelines for Individuals with Disabilities.
5. Lead Staff member will ask the desk receptionist to lock the cash drawer, take the key with them, and evacuate.
6. Staff Lead will instruct the rest of the staff members to watch assigned exit(s) to the building, keeping residents 50 feet from the building, & making sure that all sides of the building are being watched. They will get a head count of the students present to provide to the emergency personnel if necessary
  - Staff will go to designated watch points around the perimeter of buildings (**at least 50ft from building**) and ensure the safety of residents by keeping them away from the building.
7. The residents will not be allowed back into the building until the Fire Department or Police Department has given the all clear.
  - If it is after hours, then RA's come to the desk and help check in their own residents

The HD will enter the fire alarm into the tracking database

<https://cm.maxient.com/reportingform.php?UnivofNorthernColorado>.

## Fire Safety Education and Training

Annual fire safety education and training is provided for the HD's and RA's. RA's conduct mandatory meetings for their communities and are the first line of defense in residence hall fire safety. The training curriculum for HD's and RA's includes fire prevention, evacuation procedures, basic fire safety systems, hands-on fire extinguisher training and conducting health and safety inspections for each resident.

A Health & Safety festival is conducted each year to provide education and information to the campus community. This event includes fire safety, campus safety, and health prevention instruction. Fire safety workshops are available to housing residents.

Fifty-one fire drills were conducted in 2016. Fire drills are conducted, at a minimum, twice a year (once each fall and spring semester). These drills are conducted to test the fire systems, evacuation procedures, and to provide an educational process for residents.

All housing custodial staff and housing Facilities Management staff members receive fire prevention, fire safety, and hands-on fire extinguisher training. Staff involved in welding or other hot work operations receive fire prevention and fire extinguisher training and hot work operations training annually.

## Future Improvements in Fire Safety

The University of Northern Colorado continually evaluates our fire safety programs and systems and makes upgrades as needed.

## Campus Community Information

All fires should be reported to UNC Police Department by calling 911 or (970) 351-2245.

All campus housing fire incidents are recorded on the Housing Fire Report Log. To view the fire log, contact the UNC Environmental Health & Safety Department. For additional information about fire and life safety at the University of Northern Colorado visit the following website: <http://www.unco.edu/facilities/services/environmental-health-and-safety/programs-services/fire-safety.aspx>.

Or contact:

Glenn Adams, Director  
Environmental Health & Safety  
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