



UNIVERSITY OF
NORTHERN
COLORADO

2019 Annual Campus Security and Fire Safety Report

**Published by the University of Northern Colorado Police Department
Based on 2018 Statistics**

*In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime
Statistics Act*

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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 can 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



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, the Office of Institutional Equity and Compliance (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 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			2016	2017	2018	2016	2017	2018	2016	2017	2018
	2016	2017	2018	2016	2017	2018									
Murder/non-negligent manslaughter	0	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	0
Rape	9	8	17	10	11	18	1	2	1	0	0	0	1	0	0
Fondling	2	3	6	2	7	7	0	0	0	0	0	0	1	0	0
Incest	0	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	0
Robbery	0	0	0	1	0	0	0	0	1	0	0	0	0	0	0
Aggravated assault	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Burglary	3	1	1	3	2	6	0	0	1	0	0	0	0	0	1
Motor vehicle theft	0	0	0	3	2	2	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
VAWA Offences															
Domestic Violence	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Dating Violence	3	7	5	3	11	8	0	0	0	0	0	0	0	0	0
Stalking	0	2	0	3	5	1	0	0	0	0	0	0	0	0	0
Arrest Information															
Weapons violations	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0
Drug violations	37	22	28	54	31	37	0	0	0	2	0	1	0	0	0
Alcohol violations	50	52	31	69	82	46	1	1	4	2	5	9	0	0	0
Disciplinary Referrals															
Weapons violations	0	1	1	0	1	1	0	0	0	0	0	0	0	0	0
Drug violations	36	26	59	36	26	64	0	0	*23	0	0	2	0	0	0
Alcohol violations	94	74	93	94	74	95	0	0	17	0	0	1	0	0	0
Hate Crimes	There were no reported Hate Crimes in 2016, 2017, and 2018.														

*NOTE: 23 Disciplinary Referrals for Drug Violations in 2018 all occurred at a Non-Campus location during a single event.

Loveland Center Crime Statistics

Criminal Offenses	On Campus Property*			Public Property			Unfounded		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	1	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
VAWA Offences									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Arrest Information									
Weapons violations	0	0	0	0	0	0	0	0	0
Drug violations	0	0	0	0	0	0	0	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0
Disciplinary Referrals									
Weapons violations	0	0	0	0	0	0	0	0	0
Drug violations	0	0	0	0	0	0	0	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no reported Hate Crimes in 2016, 2017, and 2018.								

Crime Statistics Notes

*Extended campus locations do not have Residence Halls.

Denver Center Crime Statistics

Criminal Offenses	On Campus Property*			Public Property			Unfounded		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	1	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
VAWA Offences									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	1	0	0	0	0	0	0	0
Arrest Information									
Weapons violations	0	0	0	0	0	0	0	0	0
Drug violations	0	0	0	0	0	0	0	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0
Disciplinary Referrals									
Weapons violations	0	0	0	0	0	0	0	0	0
Drug violations	0	0	0	0	0	0	0	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no reported Hate Crimes in 2016, 2017, and 2018.								

Crime Statistics Notes

*Extended campus locations do not have Residence Halls.

Colorado Springs Center Crime Statistics

Criminal Offenses	On Campus Property*			Public property			Unfounded		
	2016	2017	2018	2016	2017	2018	2016	2017	2018
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
VAWA Offences									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Arrest Information									
Weapons violations	0	0	0	0	0	0	0	0	0
Drug violations	0	0	0	0	0	0	0	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0
Disciplinary Referrals									
Weapons violations	0	0	0	0	0	0	0	0	0
Drug violations	0	0	0	0	0	0	0	0	0
Alcohol violations	0	0	0	0	0	0	0	0	0
Hate Crimes	There were no reported Hate Crimes in 2016, 2017, and 2018.								

Crime Statistics Notes

*Extended campus locations do not have Residence Halls.

Clery Crimes Definitions:

Murder and Non-Negligent Manslaughter	The willful (non-negligent) killing of one human being by another.	Motor Vehicle Theft	The theft or attempted theft of a motor vehicle.
Manslaughter by Negligence	The killing of another person through gross negligence.	Arson	Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
Sexual Assault	Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.	Hate Crime	A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.
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. This offense includes the rape of both males and females.	Larceny-Theft	The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.
Fondling	The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.	Intimidation	To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
Incest	Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.	Stalking	See page 25
Statutory Rape	Sexual intercourse with a person who is under the statutory age of consent.	Domestic Violence	See page 25
Robbery	The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.	Dating Violence	See page 25
Aggravated Assault	An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.	Destruction/Damage/Vandalism of Property	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.
Burglary	The unlawful entry of a structure to commit a felony or a theft.	Arrests and Referrals for Disciplinary Action	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)..... 970-351-6678

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 Office of Institutional Equity and Compliance (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
 Community Standards & Conflict Resolution..... 970-351-2001
 Dean of Students Office..... 970-351-2001
 Disability Resource Center..... 970-351-2289
 Environmental Health & Safety..... 970-351-2446
 Facilities Management..... 970-351-2446
 Financial Aid..... 970-351-2502
 Gender & Sexuality Resource Center..... 970-351-0191
 Housing & Residential Education..... 970-351-2721
 Parking Services & Transit Office..... 970-351-1971
 Prevention Education..... 970-351-1136

Extended Campus & Community Resources

Emergency.....911

Loveland Center

Loveland Police Department.....970-667-2151
 Larimer County Sheriff's Office.....970-498-5100
 Loveland Municipal Court.....970-962-2482
 Larimer County Combined Court.....970-494-3500
 Medical Center of the Rockies.....970-624-2500
 Foundations Counseling, LLC.....970-227-2770
 Sexual Assault Victim Advocates (SAVA).....970-472-4200
 Crossroads Safehouse.....970-482-3502

Denver Center

Aurora Police Department.....303-627-3100
 Arapahoe County Sheriff's Office.....303-795-4711
 Aurora Municipal Court.....303-739-6444
 Arapahoe County District Court.....303-649-6355
 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.....303-343-1851

Colorado Springs Center

CO Springs Police Department.....719-444-7000
 El Paso County Sheriff's Office.....719-520-7100
 Colorado Springs Municipal Court.....719-385-5928
 El Paso County Combined Courts.....719-452-5000
 Memorial Hospital North.....719-365-5000
 Aspen Pointe Mental Health.....719-572-6100
 CSPD Sexual Violence Victim Advocacy Unit.....719-444-7777
 Tessa (Shelter).....719-633-1462

UNC Resources

Assault Survivors Advocacy Program (ASAP).....970-351-1490
 Center for International Education.....970-351-2396
 Community Standards & Conflict Resolution.....970-351-2001
 Counseling Center.....970-351-2496
 Dean of Students Office.....970-351-2001
 Disability Resource Center.....970-351-2289
 Financial Aid.....970-351-2502
 Gender & Sexuality Resource Center.....970-351-0191
 Office of Institutional Equity and Compliance (Title IX Office).....970-351-4899
 Prevention Education.....970-351-1136
 Psychological Services.....970-351-1645

Colorado/National Resources

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 (UNC PD) 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.

UNC Police Officers are 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 Regional 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 maintains 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, UNC works cooperatively 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: 970-350-9600



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: 719-444-7000
Colorado Springs Center: 719-661-7947

Note: On the UNC Main 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. Sexual Assault reports are investigated and when appropriate, the UNC Police Department confers with the District Attorney's Office 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, use the left side bar on page 15 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	970-351-2001	dos@unco.edu
Office of Institutional Equity and Compliance	970-351-4899	titleix@unco.edu
Community Standards and Conflict Resolution	970-351-2001	cscr@unco.edu
Loveland Building Coordinators	970-351-1693	lovelandcenter@unco.edu
Denver Building Coordinators	303-637-4335	denvercenter@unco.edu
CO Springs Building Coordinators	719-661-7947	extendedcampusinformation@unco.edu



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/>.

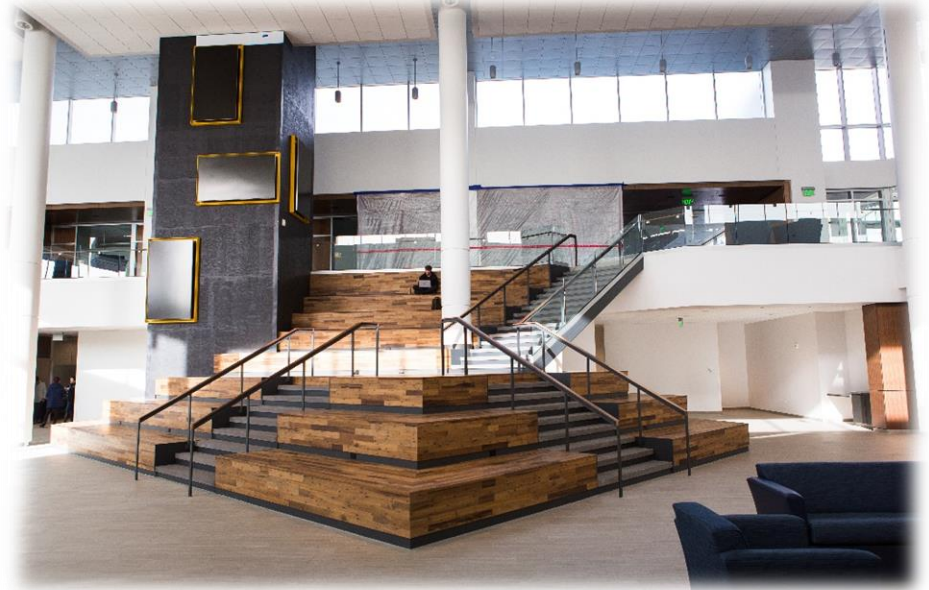
This reporting system is not controlled by UNC, but it notifies appropriate university personnel while protecting the identity of the person who filed a report. Confidential reporting limits the ability of police departments to respond, investigate, and pursue charges against a perpetrator of crime and 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 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 violation, drug, and alcohol violations (see page 11 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. <https://www.unco.edu/alerts/>

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, 911) 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 or on the UNC Today website at www.unco.edu/news.



Personal Cell Phones

Warnings may be issued to 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.



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 posed 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 potentially 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



The University's emergency response plan includes general information regarding evacuation procedures and duties. Specific emergency evacuation procedures are housed by department and by building location. Individual University departments develop contingency plans and continuity of operations plans for their staff and areas of responsibility. Individual departments may train independently to these plans or may request the assistance of the Police Department and/or Environmental Health and Safety department. The University conducts numerous emergency response exercises each year, such as tabletop exercises and drills, and tests of the emergency mass notification systems on campus. Most drills are unannounced and test the ability of staff and students in individual buildings to evacuate quickly and safely. The Police 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 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 https://www.unco.edu/facilities/services/environmental-health-and-safety/programs-services/fire-safety.aspx 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.

<p>Security and Facility Surveys</p>	<p>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.</p>
<p>Assault Survivors Advocacy Program</p>	<p>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</p>
<p>Alcohol Enforcement and Education</p>	<p>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. For first time alcohol violations, an online educational platform is used to review the student's self-disclosed alcohol habits. A "second level" educational outcome is a six-hour alcohol program is also taught as a consequence of under-age alcohol violations.</p>
<p>Prevention Education</p>	<p>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: https://www.unco.edu/prevention/</p> <p>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.</p>
<p>Bystander Engagement, Awareness, and Responsibility (B.E.A.R.)</p>	<p>First-year students are required to attend this two-hour presentation offered during the 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.</p>
<p>Housing & Residential Education</p>	<p>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.</p>
<p>Environmental Health and Safety</p>	<p>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.</p>
<p>Office of Institutional Equity and Compliance</p>	<p>Each year the Office of Institutional Equity and Compliance (OIEC) trains over 900 faculty and staff on reporting obligations and resources. OIEC also provides sexual misconduct and bystander intervention training to student athletes, coaches, and administrators annually. https://www.unco.edu/sexual-misconduct/</p>

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 Community Standards & Conflict Resolution.

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 during 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 Community Standards & Conflict Resolution.

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

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:
- The actor knows that the victim does not consent; or
 - The actor knows that the victim is incapable of appraising the nature of the victim's conduct; or
 - The victim is physically helpless, and the actor knows that the victim is physically helpless, and the victim has not consented; or
 - 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
 - Repealed.
 - 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
 - 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 Office of Institutional Equity and Compliance. 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.

Primary Programs to Prevent

The following are examples of some of the primary prevention and awareness programs provided B.E.A.R.:

Bystander Engagement, Awareness and Responsibility (B.E.A.R.), Interactive Role Play - in addition to addressing a myriad of contemporary prevention education topics, prevention programs address 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 and receive in-person information about reporting obligations and resources.

Ongoing Programs to Prevent

The following are examples of some of the ongoing prevention and awareness programs provided.

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*; https://www.unco.edu/assault-survivors-advocacy-program/learn_more/healthy-relationships-consent.aspx

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 Community Standards and Conflict Resolution Office in the University Center room 2005 or call 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 Office of Institutional Equity and Compliance, <http://www.unco.edu/sexual-misconduct/>.

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.

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 – Vonnie's 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 medial or other professional treatment or counseling.

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.

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:

- 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 free 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	720-848-9111
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 or by filling out an online form at https://cm.maxient.com/reportingform.php?UnivofNorthernColorado&layout_id=5. The UNC Police Department will often provide information to the Office of Institutional Equity and Compliance 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

Resources for Victims of Sexual Violence

Title IX Coordinator & Equity Officer
Larry Loftin 970-351-4899

Police & Legal Services

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

Medical

UNC Student Health Center	970-351-2412
North Colorado Medical Cntr	970-810-4121
Medical Center of the Rockies	970-624-2500
University of Colorado Hospital	720-848-0000
Memorial North Hospital	719-365-5000

Mental Health

UNC Counseling Center	970-351-2412
UNC Psychological Services	970-351-1645
North Range Behavioral Health	970-347-2120
Foundations Counseling, LLC	855-486-0571
Aurora Mental Health Cntr	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***	800-656-4673
Survivors Organizing for Liberation	800-557-4441

Visa and Immigration Assistance

UNC CIE Office****	970-351-2396
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Financial Aid

UNC Financial Aid Office	970-351-2412
Federal Financial Aid Office	800-433-3243

*ASAP - Assault Survivors Advocacy Program
 **SAVA – Sexual Assault Victim Advocate Center
 ***Rape, Abuse, and Incest National Network
 ****Center for Intonational Education

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 Office of Institutional Equity and Compliance. While it is recommended to report the crime, victims have the right to decline notifying the authorities. Under state and federal laws employees who receive reports that are not confidential resources may be obligated to forward the report to Law Enforcement and/or the Office of Institutional Equity and Compliance. 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.

Once a Protection Order has been granted through the court, 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. One 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 accommodation with 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 Office of Institutional Equity and Compliance, 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 58: 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 and at the offices listed below.

Students can initiate a complaint by contacting:			
Community Standards and Conflict Resolution	University Center 2205	970-351-2001	cscr@unco.edu
Office of Institutional Equity and Compliance	University Center 3060	970-351-4899	titleix@unco.edu
Employees can initiate a complaint by contacting:			
Director of Human Resources	Carter Hall 2002	970-351-2718	marshall.parks@unco.edu
Office of Institutional Equity and Compliance	University Center 3060	970-351-4899	titleix@unco.edu
Individuals not a student or faculty or staff can initiate a complaint by contacting:			
Community Standards and Conflict Resolution	University Center 2205	970-351-2001	cscr@unco.edu
Office of Institutional Equity and Compliance	University Center 3060	970-351-4899	titleix@unco.edu
Director of Human Resources	Carter Hall 2002	970-351-2718	marshall.parks@unco.edu

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 working 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 Remedies 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 the Office of Institutional Equity and Compliance 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
Warning	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.				
Probation	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.				
Loss of Privileges	Denial of specified privileges for a designated period of time.				✓
Restitution	Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.	✓	✓	✓	✓
Discretionary Sanctions	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.	✓	✓	✓	✓
Residence Hall Suspension	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.	✓	✓	✓	✓
Residence Hall Expulsion	Permanent separation of the student from the residence halls.	✓	✓	✓	✓
Interim Suspension	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.	✓	✓	✓	✓
University Suspension	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. II This notation will remain on the transcript until the terms of the suspension have been satisfied.	✓	✓	✓	✓
Expulsion	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.II				
Revocation of Admission and/or Degree	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.	✓	✓	✓	✓
Withholding Degree	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.				
Withdrawal Agreement	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.				
Loss of Recognition	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.	✓	✓	✓	✓

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
Reduction in Compensation	The employee will be paid less than they were originally being paid.	✓	✓	✓	✓
Demotion	Being transferred to a lower position.	✓	✓	✓	✓
Termination of Employment	The employee will be let go and may be prevented from returning to the University premises.	✓	✓	✓	✓
Administrative Leave	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 through 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 go 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) no later than 24 hours after the time the student is determined missing. 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.

In addition to identifying a general emergency contact person listed in the student’s housing contract, a student residing in on-campus housing has the option annually to identify confidentially a separate person to be contact by UNC no later than 24 hours after the student is determined to be missing. Students are not required to designate a separate individual for this purpose and if they choose not to do so, then UNC will assume that they have chosen to treat their general emergency contact as their missing person contact.

Students who wish to identify a confidential missing person contact can do so online:

- Go to: <https://www.unco.edu/housing/forms/>.
- Click on “**Confidential Contact Person Form**” under the Optional Confidential Contact Person Form Section
- Fill out the form
- Click on the blue box with the white arrow at the bottom of the screen to submit.

Optional Confidential Contact Person Form

Students who are living in on-campus housing can provide the name and contact information for a confidential contact person. This person would be contacted if the student is determined to be missing.

Confidential Contact Person Form

A student’s confidential missing person contact information will be accessible only by authorized campus officials and by law enforcement in course of an investigation and will not be disclosed outside of a missing person investigation.

The police department will notify the confidential contact within 24 hours of determining that the student is missing. If the student is under 18 years of age and is not emancipated, the institution is required to notify a custodial parent or legal guardian no later than 24 hours after the time that the student is determined missing in addition to notifying any additional contact person designated by the student.

A student’s confidential missing person contact information will be accessible only by authorized campus officials and by law enforcement in course of an investigation and will not be disclosed outside of a missing person investigation.

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 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 rd St.	129,697	542	Concrete	✓	✓	✓	✓		✓
Lawrenson	2300 12 th Ave.	115,343	434	Concrete	✓	✓	✓	✓		✓
North	2243 11 th Ave.	155,829	375	Concrete	✓	✓	✓	✓		✓
South	2323 11 th Ave.	147,065	348	Concrete	✓	✓	✓	✓		✓
Turner	2310 13 th 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 th Ave.	16,213	53	Stucco on structural masonry	✓	✓	✓	✓		✓
Bond	809 19 th St.	15,624	51	Stucco on structural masonry	✓	✓	✓	✓		✓
Brown	903 19 th St.	15,692	34	Stucco on structural masonry	✓	✓	✓	✓		✓
Decker	910 19 th St.	10,438	28	Stucco on structural masonry	✓	✓	✓	✓		✓
Dickeson	819 19 th St.	15,423	55	Structural masonry and wood framing	✓	✓	✓	✓		✓
Gordon	1904 10 th Ave.	6,839	28	Stucco on structural masonry	✓	✓	✓	✓		✓
Hansen-Willis	1929 10 th Ave.	40,059	108	Stucco on structural masonry	✓	✓	✓	✓		✓
Lujan	829 19 th St.	13,446	34	Structural masonry and wood framing	✓	✓	✓	✓		✓
Sabin	1920 10 th Ave.	10,558	37	Stucco on structural masonry	✓	✓	✓	✓		✓
Snyder	1920 10 th Ave.	27,925	106	Stucco on structural masonry	✓	✓	✓	✓		✓
Wiebking	900 20 th St.	58,304	245	Stucco on structural masonry	✓	✓	✓	✓		✓
Wilson	1927 9 th 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 th Ave. #E	28,867	54	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 2	2345 9 th Ave #F	36,546	78	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 3	933 24 th St. #A.	34,911	72	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 4	2340 10 th Ave. #B	27,357	60	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 5	2310 10 th Ave. #C	27,357	60	Brick veneer and stucco on wood	✓	✓	✓	✓		✓
Building 6	930 23 rd St. #D	34,911	72	Brick veneer and stucco on wood	✓	✓	✓	✓		✓

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 th Ave.	1,832	Vinyl siding				✓	✓	✓
Aldrich II	2233 10 th Ave.	1,832	Wood siding				✓	✓	✓
Angus	2205 10 th Ave.	1,044	Aluminum siding				✓	✓	✓
Berkenkotter	2221 10 th Ave.	1,852	Wood siding				✓	✓	✓
Farr	1723 10 th Ave.	4,369	Brick siding				✓	✓	✓
Florio	1943 8 th Ave.	1,904	Vinyl/wood siding				✓	✓	✓
Fuller	2225 10 th Ave.	1,156	Brick/vinyl siding				✓	✓	✓
Fultz	2209 10 th Ave.	2,088	Wood siding				✓	✓	✓
Harry	1717 10 th Ave.	5,419	Fiber cement siding				✓	✓	✓
Horst	2211 10 th Ave.	1,016	Wood siding				✓	✓	✓
Kiel	2237 10 th Ave.	1,560	Cementitious siding				✓	✓	✓
Lutz House	2203 10 th Ave.	1,248	Vinyl siding				✓	✓	✓
Martin	1947 8 th Ave.	3,900	Wood siding				✓	✓	✓
Perry	1729 10 th Ave.	4,695	Brick siding				✓	✓	✓
Trotter*	1637 9 th Avenue	2,902	Brick siding				✓	✓	✓
Warren	1956 8 th Ave.	3,936	Brick/wood siding				✓	✓	✓

*NOTE The occupancy for Trotter started Summer of 2019

2018 Student Housing Fire Statistics

West Campus Residence Facilities															
Building / House	2016				Cause	2017				Cause	2018				
	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	2016				Cause	2017				Cause	2018				
	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		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	

Building / House	Arlington Apartments														
	2016					2017					2018				
	Fires	Injuries	Deaths	Property Damage Value	Cause	Fires	Injuries	Deaths	Property Damage Value	Cause	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	\$100-999	Cooking	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	1	0	0	\$100-\$999	Electrical	0	0	0	0		1	0	0	\$100-999	Cooking

Building / House	University Houses														
	2016					2017					2018				
	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		No Longer Housing as of 2017				
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	
Trotter	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 2019-2020. A copy of the current year handbook can be found online at <https://www.unco.edu/housing/pdf/hrehandbook.pdf>

Fire and Safety

HRS is committed to your safety. To help ensure a safe and comfortable living environment, the following security practices are in place at each residential facility:

- Halls with front desks are staffed 24-hours per day during the academic year while residential communities are open.
- All residential facility exterior doors are locked 24-hours per day. In Harrison Hall, the doors to residential wings are locked 24-hours a day as well.
- Exterior doors of residential facility have card swipe access for residents.
- All guests and visitors must be accompanied by a resident of the building. This policy is in effect 24-hours a day.
- Propping or vandalism of exterior doors and windows is a security risk and violation of the Student Code of Conduct (BEAR Code) that may result in disciplinary action.
- Building Surveillance is utilized in most UNC buildings. The use of cameras may aid in the investigation of policy violations and can be used in the investigation of criminal activities.
- These security practices may be subject to change if deemed necessary to maintain the security of the residence halls. Students will be notified if changes are made.

If you encounter an emergency outside of the residence halls, please use an emergency blue light telephone. Please report any fire or life safety hazards to HRE staff immediately.

In the event of a fire, never assume the fire department / emergency personnel have been notified. Pull the nearest fire alarm, call 911 to report the fire, and exit the building. Make sure to provide the 911 operator with the location of the fire, the nature of the fire, and your full name.

If you are not in a hazardous situation, do not hang up until you have provided all requested information to the 911 operator.


It is a violation of UNC policies, state, and federal law to falsely pull a fire alarm. Students found responsible for such behavior will be subject to UNC disciplinary procedures and criminal prosecution.

Security

Students are encouraged to always lock their residential facility door whenever they are sleeping or away from their room. It is also recommended that you record a complete description, including model and serial numbers, of all property such as:

- Stereos
- Computers
- Televisions
- Phones
- Electronic Devices

For your protection, secure or remove valuables from your room during long breaks. If you have questions about keeping your



Be sure not to prop open your room door & always lock it anytime you leave.

belongings safe, contact your Resident Assistant / Community Assistant or UNCPD (970) 351-2245 for more information.

Before arriving on campus, know your family's personal property insurance coverage. Some policies cover student's personal property while they are living in a residence hall. UNC is not liable for personal property loss, theft, or damage. Please invest in adequate personal property insurance to ensure your belongings are covered in the event of damage, loss or theft.

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 closet 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 HRE 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 UNC 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 residential community. Have a plan in place in the event of an emergency. Knowledge and preparation are your best bet for surviving a fire.



Fire Drills

Fire drills will be conducted in each residential community 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 HRE Standards of Conduct and policies.

Arson

Starting any fire, intentionally or unintentionally, may result in severe University sanctions (including suspension or expulsion) and/or criminal prosecution. It is UNC policy to seek criminal prosecution of any person deliberately setting or maintaining a fire on UNC premises without first obtaining the required City of Greeley and UNC permits.

Tornado Staging/Areas of Refuge

Each residential community has an identified area of refuge in the event of a natural disaster or other related emergency event. Signs have been placed to designate areas of refuge and equipped with University phones for communication from Risk Management and the UNC PD. <http://www.unco.edu/emergency-preparedness/weather.aspx#Tornado>

HRE Standards of Conduct

- **Alcohol**
 - In the presence of: Residents who are minors (under 21 years of age) are prohibited from being in the presence of possession, use, distribution, manufacturing, dispensing, or sale of alcoholic beverages by other minors.
 - 21 and Older: Residence 21 years of age or older may possess and/or consume alcoholic beverages only in private living quarters.
 - Public Consumption: The use, manufacturing, distribution, or consumption of alcoholic beverages is prohibited in the public spaces of UNC residential facilities.
 - Implements of Mass Consumption: Students are prohibited from possessing any device designed to consume alcohol in large quantities such as beer bongs, taps, funnels, and substantially similar items.
 - Common Containers: Kegs, barrels, or other containers larger than five gallons that may be used to hold alcohol are not permitted in residential facilities.
 - Empty Containers: Collections of empty cans and/or bottles of beer, wine or other alcoholic beverages are not permitted unless they are cleaned and used as decorations. These collections must be cleaned and remain clean at all times.
- **Decorations** – Decorations that will stain or damage a surface are prohibited within the residence halls (i.e. stickers, spray snow, window paint, and like decorations). In addition, items that limit egress, such as extension cords under doorways and materials that block full use of an entry way are prohibited. Decorations that block or cover light fixtures are also prohibited due to fire safety. String lights are permitted but must be unplugged while unattended.
- **Door Propping** – Exterior residential doors are locked for the protection of residents, the community, and their property. Door propping or allowing unauthorized persons to enter a residence hall may create an unsafe environment. Door propping is defined as placing an object on, under or around an exterior door to prevent it from locking and allowing persons other than yourself access to the building. Holding the door open for another person who is not permitted to have access to the building is also prohibited.
- **Drugs** – In compliance with the federal Drug Free Schools and Communities Act (DFSCA), UNC prohibits the unlawful manufacture, dispensation, possession, use, presence of, or distribution of controlled substances (illicit drugs, including marijuana) of any kind and of any amount. UNC prohibits all illegal drugs including Medical Marijuana (regardless of whether a student has a Medical

Permit to use or possess it). These prohibitions apply to an individual's actions with respect any UNC events or activities, including those occurring while on UNC property or in the conduct of UNC business away from campus. These prohibitions include:

- Being in the presence of – Individuals in the presence of possession, use, distribution, manufacturing, dispensing, or sale of a controlled substance, including marijuana
- Drug Paraphernalia – Possession, use, manufacture or use of drug paraphernalia
- **Fire Safety**
 - Smudging/Open Flame Ceremonies – the University recognizes that students, faculty, and staff engage in a variety of ceremonies, including but not limited to smudging. To request a smudging or open flame ceremony type event, a Smudging and Open Flame Ceremony Permit must be completed to Environmental Health and Safety. Please visit <https://www.unco.edu/facilities/services/environmental-health-and-safety/> for more information.
 - **Cooking**
 - Cooking in student rooms is allowed where kitchen facilities are a standard part of the room's facilities (such as in Arlington Park and Lawrenson Hall), and in community cooking locations. Cooking must be monitored at all times and must be conducted in a safe manner, including use of approved cooking appliances.
 - **Failure to Evacuate**
 - Failure to evaluate during a fire alarm places yourself and others in danger and is prohibited. Each fire alarm is to be treated seriously and all persons in the building must evacuate.
 - **Misuse or Damage to Fire or Life Safety Equipment**
 - The intentional or reckless damage to any fire or life safety equipment in the residential facilities 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.
 - Tampering with fire life safety equipment, disabling any part of a fire alarm system, discharging a fire extinguisher, hanging decorations from any part of a fire sprinkler system, or causing a false fire alarm to be registered can endanger lives and property and is prohibited. Criminal prosecution may occur for causing a false fire alarm to be registered by activation or any other means (C.R.S. §18-8111(a)) and for damage resulting from the unauthorized use of firefighting equipment (C.R.S. §18-4-505).
- **Guest Policy**
 - **Escorting Guests** – only residents and accompanied guests are allowed in the residential facilities. Residents are expected to accompany guests at all times while they are in residential facilities. Guests should not be present in the facility/community, including in the room/suite, without the resident present.
 - **Overnight Guests** – Overnight guests are permitted for a maximum of two (2) nights over a 14-day period and must have permission from their roommates or suitemates. Overnight guests are defined as anyone not assigned to the residential space in which they are staying.
 - **Guest Behavior** – Residents are responsible for the actions of their guests. It is your responsibility to inform all guests of residential facility/community policies and to expect compliance. Your cooperation will help to protect the security of your community and property. Room key/cards, including lockout keys/cards, may not be checked out by guests.
- **Keys/ID Misuse**
 - Duplicating, borrowing, and/or loaning room keys or ID to guests or friends is prohibited under any circumstances. Sharing your university ID pin number is also prohibited.
- **Other Prohibited Activities**
 - **Household Appliances:** Residents may not possess appliances such as air conditioners, dishwashers, forced air space heaters/space heaters, ovens/ranges, and washing machines,

except for those appliances provided by UNC. Residents are allowed to have microwaves with a limit of 1250-watts/2cu.ft. and refrigerators under 6 cubic feet/1.3 amps. All appliances must be approved by Underwriters Laboratories (UL) and bear the UL label.

- **Bidets**, except for those installed by UNC, are prohibited
- **Candles and/or Incense:** The use of candles and/or incense in residential communities is prohibited. Incense and incense burners are prohibited in residential facilities due to the risk of fire and for the consideration of residents with allergies. Decorative candles with the wick cut are allowed in residential facilities and may not be lighted.
- **Computer Network Equipment** such as routers, switches, and hubs are prohibited. See the UNC Computer, Internet & Electronic Communication procedures – Required Procedures & Prohibited Usage for more details: <http://www.unco.edu/information-management-technology/about-us/computer-procedures.aspx>
- **Cooking Appliances** – Based on the flammability and the potential for fire, open-coil cooking devices and cooking devices with an open heating element are prohibited, except for those provided by UNC. These items include, but are not limited to:
 - Air fryers
 - Crockpots
 - George Foreman Grills
 - Hot Plates
 - Instant Pots
 - Rice Cookers
 - Toaster Ovens
 - Waffle Irons
- **Extension Cords** – Electrical extension cords must be well maintained and in good repair and must bear Underwriters Laboratories (UL Label). Extension cords running from light fixtures, multiple extension cords plugged into each other or using a spider-type configuration extension cords, and extension cords without a grounding prong are prohibited.
- **Flammable Liquid or Compressed Gasses:** Use or storage of any type of flammable liquids or compressed gasses or aerosols including tanks (propane, butane, etc.), torches, gills, lanterns and other gas operated devices are prohibited in all UNC Housing.
- **Grills** – Use or storage of charcoal, kerosene, propane, or electric grills other than those provided by HRE is prohibited in and around all UNC Housing.
- **Lamps and Light Fixtures** – Lamps and light fixtures, including but not limited to halogen lamps, modified or homemade light fixtures, incandescent bulbs, and/or sun lamps are prohibited, except for those provided by UNC.
- **Outdoor Antennas** – Due to the potential damage to facilities, outdoor antennas of any kind (including but not limited to satellite dishes) are prohibited.
- **Motorized Vehicles** – Motorized vehicles and components are prohibited in residential facilities. All motorized vehicles must be parked in designated parking spaces and illegally parked vehicles are subject to ticketing, fines, and/or towing.
- **Weapons and/or Ammunition** – the possession of weapons or reasonable facsimiles of weapons are prohibited, including, but not limited to:
 - **Ammunition**
 - **BB Guns**
 - **Bows and Arrows**
 - **Firearms**
 - **Knives**
 - **Martial Arts Weapons**
 - **Paint Guns**

- **Vegetation of a Combustible Nature** – Vegetation of a combustible or highly flammable nature, including but not limited to Christmas Trees, tumbleweeds, and wreaths are prohibited.
- **Solicitation** – Residential facilities may not be used for any unapproved commercial enterprise. No commercial advertising or solicitation of any kind may be distributed in Residential facilities without approval from HRE.
- **Smoking, Vaping & Tobacco** – Use of Tobacco products (or other substances including but not limited to marijuana and cloves) by smoking, e-cigarettes, vape pens, or any other device used to consume tobacco products or other solid or liquid substances where use of tobacco is prohibited (and/or, in the case tobacco or tobacco products, use by chewing or dipping) is prohibited.



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.

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 COALITON -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, and 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-two fire drills were conducted in 2018. 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
501 20th Street, Campus Box 57
Greeley, CO 80639
glenn.adams@unco.edu
(970) 351-1149