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## 2019 Annual Security Report

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## The Annual Security Report

National American University (NAU) encourages all students, faculty, staff, and other members of the university community to be fully aware of the safety and security information for all NAU locations and to take action to prevent and to report any illegal and inappropriate activities at its facilities. NAU firmly believes that personal safety practices are the foundation of a safe university community.

Therefore, and pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, NAU (1) monitors criminal activity, (2) publishes this Annual Security Report, and (3) maintains a three-year statistical history of crime data for each of its on-site and off-site facilities, public property, and for any facilities owned or rented by NAU or by recognized university organizations. All NAU locations are held to the same standards, policies, and procedures so are therefore combined into one security report. If there are any differences at individual locations, they are noted in the report. The university distributes a copy of and provides access to this report pursuant to the Clery Act, including notifying prospective students and prospective employees of its availability and, further, providing a printed copy of the report upon written request.

NAU has no authority to require any local law enforcement agency in any state in which the university maintains facilities to take any action in connection with a reported crime. National American University encourages prosecution of all criminal violations through the criminal courts and, if appropriate, the university student conduct process for violations committed by students on an NAU facility.

NAU currently has a number of policies and procedures relating to safety and security, and the university expressly reserves the right to modify those policies or procedures or adopt additional policies or procedures at any time without notice. Such changes may appear in successive issues of this Annual Security Report. The university prohibits dating violence, domestic violence, sexual assault, and stalking as well as retaliation against any person for reporting such incidents. Furthermore, the university maintains policies on alcohol and drugs, sexual misconduct, and student conduct that describe expectations in student behavior. Employee crisis management training located on the university's intranet site outlines the university's requirements for staff in terms of emergencies and interaction with others in accordance with the university's mission and purposes. All new managers are required to participate in the training and all locations are all held to the same policies and procedures.

NAU does not publish a Fire Safety Report & Statistics or a Missing Student Notification Policy, because it does not provide on-campus student housing facilities at any of its locations.

## Definitions

**Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls, and any building or property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

**Campus Security Authority:** (1) A police or campus security department maintained by an institution. (2) An individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses. (3) An official of an institution who has significant responsibility for student campus activities, including, but not limited to, student housing, activities, student discipline and campus judicial proceedings.

**Non-campus Buildings or Property:** Any building or property owned or controlled by a student organization recognized by the institution; or any building or property (other than a branch campus) owned or controlled by an institution that is used in direct support of, or in relation to the institution's educational purposes; is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**Public Property:** (1) All public property, including streets, sidewalks, and parking facilities, that is within the outer perimeter surrounding all property and buildings on the campus of the institution that are adjacent to one another. (2) Any sidewalk, street or parking facility immediately adjacent to any property or building on the outer perimeter described in clause (1). (3) Any street, sidewalk or parking facility immediately adjacent to any facility or property within the same reasonably contiguous geographic area that is outside the perimeter described in clause (1) and is used by the institution in direct support of, or in a manner related to the institution's educational purpose.

**Professional Counselor:** An employee of an institution whose primary responsibility is providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

### **Domestic Violence:**

**University Definition:** Abuse committed against someone who is a cohabitant in an intimate relationship, a spouse, or someone who has a child with the accused. This also includes former relationships.

#### **State Definitions:**

The following information is intended to provide a general description of select laws for the states listed below and is not intended, nor should be construed, to be legal advice. Because laws change periodically, individuals are strongly encouraged to review current state statutes, which may be accessed at: [http://www.law.cornell.edu/wex/table\\_criminal\\_code](http://www.law.cornell.edu/wex/table_criminal_code). Individuals who are concerned about specific circumstances may also wish to seek legal counsel.

**Georgia:** Family violence is defined as any commission of a battery, simple battery, simple assault, assault, stalking, criminal damage to property, unlawful restraint, criminal trespass, or any felony committed between the following persons: current or former spouses, persons who are parents of the same child, parents and children, stepparents and stepchildren, foster parents and foster children, or persons currently or formerly living in the same household. A parent's "reasonable discipline" of a child that takes the form of corporal punishment, restraint, or detention is expressly excluded from the definition of family violence. See O.C.G.A. § 19-13-1.

**South Dakota:** Domestic abuse is defined as physical harm, bodily injury, or attempts to cause physical harm or bodily injury, or the infliction of fear of imminent physical harm or bodily injury when occurring between persons in a relationship described in § 25-10-3.1. Any violation of § 25-10-13 or chapter 22-19A or any crime of violence as defined in subdivision 22-1-2(9) constitutes domestic abuse if the underlying criminal act is committed between persons in such a relationship. See S.D.C.L. § 22-10-1.

**Texas:** Family violence is defined as (1) an act by a member of a family or household against another member of the family or household that is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the member in fear of imminent physical harm, bodily injury, assault, or sexual assault, but does not include defensive measures to protect oneself; (2) abuse, as that term is defined by Sections 261.001(1)(C), (E), (G), (H), (I), (J), (K), and (M), by a member of a family or household toward a child of the family or household; or (3) dating violence, as that term is defined by Section 71.0021. See Texas Family Code § 71.004.

## **Sexual Assault:**

**University Definition:** Rape, sexual assault, sexual battery, sexual coercion.

### **State Definitions:**

The following information is intended to provide a general description of select laws for the states listed below and is not intended, nor should be construed, to be legal advice. Because laws change periodically, individuals are strongly encouraged to review current state statutes, which may be accessed at: [http://www.law.cornell.edu/wex/table\\_criminal\\_code](http://www.law.cornell.edu/wex/table_criminal_code). Individuals who are concerned about specific circumstances may also wish to seek legal counsel.

**Georgia:** A person commits the offense of sexual battery when he or she intentionally makes physical contact with the intimate parts of the body of another person without the consent of that person. A person commits the offense of aggravated sexual battery when he or she intentionally penetrates with a foreign object the sexual organ or anus of another person without the consent of that person. See O.C.G.A. § 16-6-22.2.

A person commits the offense of rape when he has carnal knowledge of: (1) A female forcibly and against her will; or (2) A female who is less than ten years of age. Carnal knowledge in rape occurs when there is any penetration of the female sex organ by the male sex organ. The fact that the person allegedly raped is the wife of the defendant shall not be a defense to a charge of rape. (b) A person convicted of the offense of rape shall be punished by death, by imprisonment for life without parole, by imprisonment for life, or by a split sentence that is a term of imprisonment for not less than 25 years and not exceeding life imprisonment, followed by probation for life. Any person convicted under this Code section shall, in addition, be subject to the sentencing and punishment provisions of Code Sections 17-10-6.1 and 17-10-7.

(c) When evidence relating to an allegation of rape is collected in the course of a medical examination of the person who is the victim of the alleged crime, the law enforcement agency investigating the alleged crime shall be responsible for the cost of the medical examination to the extent that expense is incurred for the limited purpose of collecting evidence. See O.C.G.A. §§ 16-6-1.

**South Dakota:** South Dakota does not appear to specifically define “sexual assault.” Rape is an act of sexual penetration accomplished with any person under any of the following circumstances: (1) If the victim is less than thirteen years of age; or (2) Through the use of force, coercion, or threats of immediate and great bodily harm against the victim or other persons within the victim's presence, accompanied by apparent power of execution; or (3) If the victim is incapable, because of physical or mental incapacity, of giving consent to such act; or (4) If the victim is incapable of giving consent because of any intoxicating, narcotic, or anesthetic agent or hypnosis; or (5) If the victim is thirteen years of age, but less than sixteen years of age, and the perpetrator is at least three years older than the victim. A violation of subdivision (1) of this section is rape in the first degree, which is a Class C felony. A violation of subdivision (2) of this section is rape in the second degree which is a Class 1 felony. A violation of subdivision (3) or (4) of this section is rape in the third degree, which is a Class 2 felony. A violation of subdivision (5) of this section is rape in the fourth degree, which is a Class 3 felony. Notwithstanding the provisions of § 23A-42-2, no statute of limitations applies to any charge brought pursuant to subdivisions (1) or (2) of this section. Otherwise a charge brought pursuant to this section may be commenced at any time prior to the time the victim becomes of age twenty-five or within seven years of the commission of the crime, whichever is longer. See SDCL § 22.22.1.

**Texas:** Sexual assault includes intercourse and penetration without consent; sexual abuse of an individual who cannot give their consent due to a disability or diminished mental capacity; intercourse, penetration, or sexual contact with a minor under the age of 17; and forcible and violent intercourse, penetration, or sexual contact regardless of whether consent is given. Aggravated sexual assault occurs if the perpetrator attempted to cause, or caused, serious bodily injury or death to the victim; placed the victim in fear of losing life, being kidnapped, or suffering severe bodily injury; used a deadly weapon; committed the assault with another person; used a ‘date rape’ drug such as Rohypnol or Ketamine to incapacitate the victim; or if the victim is younger than 14 years old or disabled or elderly. See Texas Penal Code Ch 22.011. Texas does not appear to specifically define “rape.”

## **Stalking:**

**University Definition:** Conduct that involves excessive attention directed at a specific person that intends to harass or intimidate causing a reasonable person to fear for their safety or the safety of others.

## **State Definitions:**

The following information is intended to provide a general description of select laws for the states listed below and is not intended, nor should be construed, to

be legal advice. Because laws change periodically, individuals are strongly encouraged to review current state statutes, which may be accessed at: [http://www.law.cornell.edu/wex/table\\_criminal\\_code](http://www.law.cornell.edu/wex/table_criminal_code). Individuals who are concerned about specific circumstances may also wish to seek legal counsel.

**Georgia:** A person commits the offense of stalking when he or she follows, places under surveillance, or contacts another person at or about a place or places without the consent of the other person for the purpose of harassing and intimidating the other person. For the purpose of this article, the terms "computer" and "computer network" shall have the same meanings as set out in Code Section 16-9-92; the term "contact" shall mean any communication including without being limited to communication in person, by telephone, by mail, by broadcast, by computer, by computer network, or by any other electronic device; and the place or places that contact by telephone, mail, broadcast, computer, computer network, or any other electronic device is deemed to occur shall be the place or places where such communication is received. For the purpose of this article, the term "place or places" shall include any public or private property occupied by the victim other than the residence of the defendant. For the purposes of this article, the term "harassing and intimidating" means a knowing and willful course of conduct directed at a specific person which causes emotional distress by placing such person in reasonable fear for such person's safety or the safety of a member of his or her immediate family, by establishing a pattern of harassing and intimidating behavior, and which serves no legitimate purpose. This Code section shall not be construed to require that an overt threat of death or bodily injury has been made. (2) A person commits the offense of stalking when such person, in violation of a bond to keep the peace posted pursuant to Code Section 17-6-110, standing order issued under Code Section 19-1-1, temporary restraining order, temporary protective order, permanent restraining order, permanent protective order, preliminary injunction, or permanent injunction or condition of pretrial release, condition of probation, or condition of parole in effect prohibiting the harassment or intimidation of another person, broadcasts or publishes, including electronic publication, the picture, name, address, or phone number of a person for whose benefit the bond, order, or condition was made and without such person's consent in such a manner that causes other persons to harass or intimidate such person and the person making the broadcast or publication knew or had reason to believe that such broadcast or publication would cause such person to be harassed or intimidated by others. (b) Except as provided in subsection (c) of this Code section, a person who commits the offense of stalking is guilty of a misdemeanor. (c) Upon the second conviction, and all subsequent convictions, for stalking, the defendant shall be guilty of a felony and shall be punished by imprisonment for not less than one year nor more than ten years. (d) Before sentencing a defendant for any conviction of

stalking under this Code section or aggravated stalking under Code Section 16-5-91, the sentencing judge may require psychological evaluation of the offender and shall consider the entire criminal record of the offender. At the time of sentencing, the judge is authorized to issue a permanent restraining order against the offender to protect the person stalked and the members of such person's immediate family, and the judge is authorized to require psychological treatment of the offender as a part of the sentence, or as a condition for suspension or stay of sentence, or for probation. See O.C.G.A. § 16-5-90.

**South Dakota:** No person may: (1) willfully, maliciously, and repeatedly follow or harass another person; (2) make a credible threat to another person with the intent to place that person in reasonable fear of death or great bodily injury; or (3) willfully, maliciously, and repeatedly harass another person by means of any verbal, electronic, digital media, mechanical, telegraphic, or written communication. A violation of this section constitutes the crime of stalking. Stalking is a Class 1 misdemeanor. However, any second or subsequent conviction occurring within ten years of a prior conviction under this section is a Class 6 felony. See S.D.C.L. §22-19A-1.

**Texas:** A person commits an offense of stalking if the person, on more than one occasion and pursuant to the same scheme or course of conduct that is directed specifically at another person, knowingly engages in conduct that: (1) constitutes an offense under Section 42.07, or that the actor knows or reasonably should know the other person will regard as threatening: (A) bodily injury or death for the other person; (B) bodily injury or death for a member of the other person's family or household or for an individual with whom the other person has a dating relationship; or (C) that an offense will be committed against the other person's property; (2) causes the other person, a member of the other person's family or household, or an individual with whom the other person has a dating relationship to be placed in fear of bodily injury or death or in fear that an offense will be committed against the other person's property, or to feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended; and (3) would cause a reasonable person to: (A) fear bodily injury or death for himself or herself; (B) fear bodily injury or death for a member of the person's family or household or for an individual with whom the person has a dating relationship; (C) fear that an offense will be committed against the person's property; or (D) feel harassed, annoyed, alarmed, abused, tormented, embarrassed, or offended. See Texas Penal Code § 42.072.

### **Consent:**

**University Definition:** Consent cannot be given if the person is incapacitated or unconscious from drug or alcohol impairment. Consent cannot be granted if the person has a mental or physical impairment. Consent is voluntary and is revocable. Consent given once does not mean that consent is ongoing. This definition is used in sexual misconduct cases to determine if the accused had gained appropriate consent and to determine if sexual misconduct has occurred. All cases are based on the preponderance of evidence.



**State Definitions:**

The following information is intended to provide a general description of select laws for the states listed below and is not intended, nor should be construed, to be legal advice. Because laws change periodically, individuals are strongly encouraged to review current state statutes, which may be accessed at: [http://www.law.cornell.edu/wex/table\\_criminal\\_code](http://www.law.cornell.edu/wex/table_criminal_code). Individuals who are concerned about specific circumstances may also wish to seek legal counsel.

**Georgia:** Georgia does not appear to define "consent" related to sexual activity; however, it defines "without consent" as words or actions that display a willingness and agreement of the essential facts before engaging in mutually agreed-upon sexual activities. Consent cannot be obtained by intimidation, force, or incapacitation.

**South Dakota:** South Dakota does not appear to provide a definition of consent; however, rape is committed if an act of sexual penetration accomplished with any person under any of the following circumstances: (1) if the victim is less than thirteen years of age; or (2) through the use of force, coercion, or threats of immediate and great bodily harm against the victim or other persons within the victim's presence, accompanied by apparent power of execution; or (3) if the victim is incapable, because of physical or mental incapacity, of giving consent to such act; or (4) if the victim is incapable of giving consent because of any intoxicating, narcotic, or anesthetic agent or hypnosis; or (5) if the victim is thirteen years of age, but less than sixteen years of age, and the perpetrator is at least three years older than the victim. See S.D.C.L. § 22-22-1.

**Texas:** A sexual assault under Subsection (a)(1) is without the consent of the other person if: (1) the actor compels the other person to submit or participate by the use of physical force, violence, or coercion; (2) the actor compels the other person to submit or participate by threatening to use force or violence against the other person or to cause harm to the other person, and the other person believes that the actor has the present ability to execute the threat; (3) the other person has not consented and the actor knows the other person is unconscious or physically unable to resist; (4) the actor knows that as a result of mental disease or defect the other person is at the time of the sexual assault incapable either of appraising the nature of the act or of resisting it; (5) the other person has not consented and the actor knows the other person is unaware that the sexual assault is occurring; (6) the actor has intentionally impaired the other person's power to appraise or control the other person's conduct by administering any substance without the other person's knowledge; (7) the actor compels the other person to submit or participate by threatening to use force or violence against any person, and the other person believes that the actor has the ability to execute the threat; (8) the actor is a public servant who coerces the other person to submit or participate; (9) the actor is a mental health services provider or a health care services provider who causes the other person, who is a patient or former patient of the actor, to submit or participate by exploiting the other person's emotional dependency on the actor; (10) the

actor is a clergyman who causes the other person to submit or participate by exploiting the other person's emotional dependency on the clergyman in the clergyman's professional character as spiritual adviser; (11) the actor is an employee of a facility where the other person is a resident, unless the employee and resident are formally or informally married to each other under Chapter 2, Family Code; or (12) the actor is a health care services provider who, in the course of performing an assisted reproduction procedure on the other person, uses human reproductive material from a donor knowing that the other person has not expressly consented to the use of material from that donor. Texas Penal Code § 22.011(b).

## **Dating Violence:**

**University Definition:** Abuse committed by someone who has been in an intimate relationship with the victim.

### **State Definitions:**

The following information is intended to provide a general description of select laws for the states listed below and is not intended, nor should be construed, to be legal advice. Because laws change periodically, individuals are strongly encouraged to review current state statutes, which may be accessed at: [http://www.law.cornell.edu/wex/table\\_criminal\\_code](http://www.law.cornell.edu/wex/table_criminal_code). Individuals who are concerned about specific circumstances may also wish to seek legal counsel.

**Georgia:** Georgia does not appear to specifically define “dating violence.”

**South Dakota:** South Dakota does not appear to have a specific definition of “dating violence;” however, a person who is in a significant romantic relationship or had been in one during the past twelve months with an abusing person is entitled to a temporary protection order under S.D.C.L. § 25-10-3-1.

**Texas:** Dating violence is defined as an act, other than a defensive measure to protect oneself, by an actor that: (1) is committed against a victim or applicant for a protective order: (A) with whom the actor has or has had a dating relationship; or (B) because of the victim's or applicant's marriage to or dating relationship with an individual with whom the actor is or has been in a dating relationship or marriage; and (2) is intended to result in physical harm, bodily injury, assault, or sexual assault or that is a threat that reasonably places the victim or applicant in fear of imminent physical harm, bodily injury, assault, or sexual assault. (b) For purposes of this title, "dating relationship" means a relationship between individuals who have or have had a continuing relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on consideration of: (1) the length of the relationship; (2) the nature of the relationship; and (3) the frequency and type of interaction between the persons involved in the relationship. (c) A casual acquaintanceship or ordinary fraternization in a business or social context does not constitute a "dating relationship" under Subsection (b). See Texas Family Code § 71.0021.

## **Campus Crime Timely Warning and Emergency Notification**

The CSA will issue a timely warning to members of the campus community in cases of reported murder (non-negligent), sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, and any hate crimes (manifesting evidence of prejudice based on race, religion, sexual orientation or ethnicity) of murder, forcible rape, aggravated assault, and determines there is a continuing threat to the university community. The safety of the campus and the content of the notice is considered prior to releasing the notification. In such cases, timely warnings will be posted in visible, accessible areas at locations where such threats occur. The messages are first sent to the student or employee's phone by text. A notification may be delayed if sending it out would compromise efforts to assist the victim, contain the emergency or the ability to respond to the emergency. The practice is tested periodically to determine its effectiveness. In addition, the university may use posters, email, and on-site video monitors to inform the campus community. The CSA will communicate with the larger community as appropriate.

Campus Security Authorities are required to have an emergency evacuation plan and protocol at the campus location. These plans are disseminated to the campus community and reviewed during staff meetings. The procedures include the evacuation plan and meeting locations once outside the facility. Each campus is required to test their emergency response and evacuation procedure at minimum through the scheduling of an annual fire drill.

Campus security authorities may issue an emergency notification to the university community if there is an immediate threat. These threats include tornados, hurricanes, illness outbreaks, terrorist incident, or fires. Fire drills and other emergency evacuations are conducted on an annual basis by each campus. Emergency evacuation procedures are posted in multiple locations at each campus location. Emergency notifications are evacuation procedures are also discussed at least annually during staff meetings as a refresher so staff know how to respond in an emergency. Notifications are disseminated verbally, by text, phone calls, email, and by posting notices at university locations.

Additional measures may be implemented by personnel at military installations.

## **Preparation of Annual Security Report**

NAU issues an Annual Security Report of criminal reports made to Campus Security Authorities and law enforcement agencies for property or facilities. The Annual Security Report includes reported crimes alleged to have occurred on the campus and facilities owned or rented by NAU and/or recognized student organizations. It includes the following reports of crime: (a) murder (negligent/non-negligent), (b) sex offenses (rape, fondling, incest, and statutory rape), (c) robbery, (d) aggravated assault, (e) burglary, (f) arson, (g) motor vehicle theft, (h) hate crimes, (k) liquor law violations, (l) drug abuse violations, and (m) weapons possession (n) dating violence (o) domestic violence, and (p) stalking. Reported Clery crimes are entered into the Department of Education's website as required by law. The Annual Security Report is compiled from this data. Each year, an email notification is sent to all students, faculty, and staff, informing them of the availability of the current security report and the location of the specific (URL) where the report is posted.

The notification includes a statement that a paper copy of the Annual Security Report is available upon request.

## Crime Reporting Policies

The university does not maintain a campus police or campus safety department, but contracts with private security as needed. Criminal reports should be made to each campus security authority as indicated in the chart below. Everyone on campus (including students, faculty, staff, and visitors) is also encouraged to report immediately any crime or potential criminal activity to the local police department (911) that serves the campus location where the crime occurred.

Location*	Campus Security Authority	Telephone Number
<b>Ellsworth AFB</b>	Anthony Sanchez	(605) 718-6551
<b>Georgetown</b>	Rhonda Winegar	(512) 942-6760
<b>Kings Bay</b>	Amanda Bryant	(605) 708-6554
<b>Central Administration Rapid City</b>	Gordon Brooks	(605) 394-4947

The above-referenced list of university personnel should be used to report criminal offenses and for the purpose of making timely warning reports and the annual statistical disclosure. These personnel will serve as the university's liaisons with all appropriate law enforcement and emergency agencies on each respective campus. Individuals reporting a crime to NAU who also wish to file a complaint with the local police department will be given appropriate assistance.

NAU normally requires a written complaint from someone to begin the investigation process. The university also normally needs the assistance of the complainant in the disciplinary process, if applicable, against the accused. The university will make exceptions when necessary, including cases presenting clear danger to the victim and/or the university community. The university provides electronic links as a means for both students and staff who wish to make a sexual misconduct complaint anonymously. At these links, it is advised that reporting an incident anonymously can limit the university's ability to adequately respond to an incident. The links are found in the student portal, faculty portal, and NAU's public website. The university responds to reports of criminal activity by (a) investigating all allegations in conjunction with the local police department, (b) classifying all reports in conjunction with the appropriate police agency according to the FBI Uniform Crime Reporting Definitions, and (c) forward the case to the student conduct committee for investigation and appropriate action when alleged perpetrators are identified as students, which investigation may occur independently, before, during, or after any campus judicial process.

## Crime Reporting Procedures

If students or staff are victims of a crime or witness a crime, they should call the campus security authority for the campus on which the criminal activity occurred and/or the local police department (dial 911 or 9-911) for any emergency involving needed medical assistance, fires, suspicious people or activities, crime reports, traffic accidents, or other

illegal activities. The university will assist the appropriate local law enforcement with investigations.

All employees, staff, or faculty who become aware of an allegation of violation of university policy, student code of conduct, civil or criminal law should report the allegation to their supervisor or senior campus administrator. The following persons must report potential criminal activity of which they are aware: CSA's, directors of enrollment and completion, career services staff, directors of student services, deans, program chairs, financial aid director, student account director, provost, associate provosts, human resources director, university president, registrar, and private security guards. Title IX and Violence Against Women Act (VAWA) crimes such as sexual assault or violence, dating violence, domestic violence, and stalking must be reported to the campus security authority and the Title IX Coordinator or the Executive Director of Human Resources. Licensed and pastoral counselors are exempt from these reporting procedures.

All persons in the NAU community are encouraged to assist anyone in reporting alleged criminal activity by contacting the Campus Security Authority at the campus where the criminal activity occurred and/or the local police department, as well as providing assistance in making the incident report. Failure to report criminal activity to the Campus Security Authority in a timely manner may result in disciplinary action by the university. Criminal activity may be reported voluntarily and confidentially to the Campus Security Authority. Counselors are required to provide statistical information relating to crimes on campus, but may continue to honor the confidentiality of victims.

### **Statement of Limited Voluntary Confidential Reporting**

NAU encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records, NAU is not able to hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to the Campus Security Authorities as listed above. An anonymous reporting system is also available for students and staff for sexual misconduct claims. The links are found in the student portal, faculty portal, and NAU's public website.

### **Security Considerations of Campus Facilities**

All NAU facilities are for the use of the students, faculty, staff, and their guests and those on official business with NAU. All others are subject to being charged with trespassing. Access to campus buildings is limited to normal business hours. Alarms and door locks are tested on a regular basis to ensure they are functioning properly. Students, faculty, staff, and visitors are encouraged to report security related items in need of repair to NAU staff. University maintenance staff and contractors should avoid propping open exterior doors while they are working. Janitorial access to university buildings is restricted to after hours. Student information is secured and is not accessible to janitorial staff. Additional security services are retained when the university deems it appropriate.

## **Security and Access to Campus Facilities**

The following policies and procedures ensure safe occupation and evacuation of buildings:

- Keys are issued to authorized faculty and staff.
- Exterior building doors should not be propped open.
- Campus building hours vary from location to location.
- Building evacuation is mandatory for all fire alarms which are tested on an annual basis.
- Problems related to people in buildings after hours should be reported to the local Campus Security Authority. Additional security services are provided at locations, when appropriate.

## **NAU's Relationship With Local Law Enforcement**

NAU is committed to working closely with local police departments, sheriff's departments and state and federal law enforcement agencies to track and respond to campus criminal activity. In instances where NAU contracts with private security agencies, retained security personnel will coordinate with local law enforcement. Students and employees are strongly encouraged to report all crimes immediately. All criminal activity on an NAU campus should be reported to the campus security authority on the campus where the activity took place and/or the appropriate local police department (911). NAU personnel will assist the complainant in completing any criminal reports.

## **Accurate and Prompt Crime Reporting**

The appropriate Campus Security Authority will accept third-party reports in cases of sexual assault in order to protect the victim's identity. However, the university prefers to receive reports from the victim as the detail is often more accurate when received directly from the victim. Victims and witnesses to crimes should attempt to maintain all physical evidence. Do not wash or destroy what may be critical evidence. Victims and witnesses should report as much detail as possible to ensure accurate reporting. If you are a victim of a crime, your immediate recall of the event is often the best. Write down as much information as you can remember after a crime. If you cannot identify the perpetrator by name, try to recall as many details as possible, including gender; approximate age; height; weight and build; description of face including eye color, hair color; hair styles (short, curly, etc.); clothing; facial hair; glasses; distinguishing marks including scars or tattoos; distinguishing gait; and voice. NAU does not have campus security personnel.

## **Security Awareness Program**

NAU staff members are available to assist you in protecting yourself by providing safety and security information. However, only you can protect yourself by being aware of your surroundings and taking appropriate steps in preventing crime from happening.

Do not lend your keys to anyone, even a classmate, friend, or coworker. They may not be careful with your keys and many misplace them, giving the wrong person access. Do not leave your keys lying around in public places or in your jacket pocket when you are not wearing it. Do not put your name or address on key rings as they may be used to steal your property.

Do not prop open locked exterior building doors at any NAU campus facility. These doors are locked for your protection and the protection of others.

The following guidelines are suggested to protect your person and property:

Personal property (purses, backpacks, computers, cell phones, etc.) should never be left unattended. Take such items with you if you are leaving the office, classroom, or any other unsecured location.

- Always lock your car doors and never leave your keys in the vehicle.
- Do not leave valuables in plain view. Always take your valuables with you when you leave the campus premises.
- Try to park your car in a well-lit area.
- Avoid leaving property where it is visible.
- Avoid walking alone at night.
- Refrain from taking shortcuts and walk where there is plenty of light and traffic.
- Walk with a friend.
- Protect yourself walking and jogging.
- Avoid walking and jogging alone after dark.
- Walk along well-lit routes.
- If you see something happening and it is safe to do so, cause a distraction or report the crime.

In all instances, be alert to your surroundings. Avoid using phones or other items while walking that may cause you to be distracted. If you suspect you are being followed, run in a different direction, go to the other side of the street and yell for help, or head quickly for a lighted area or a group of people. Have your keys ready when returning to your residence and keep your personal valuables concealed and close to your body. Watch for suspicious persons in and around university buildings and in parking lots. Do not pursue them. Call the campus security authority immediately. If you see any suspicious activity or people on or near campus, call the campus security authority on your campus or the local police department (911). Do not assume that what you observe is an innocent activity or that it has already been reported. Do not assume the person is a visitor or university staff member who you have not seen before.

Suspicious people may be loitering about at unusual hours and locations, running, especially if something of value is being carried; exhibiting unusual mental or physical symptoms, persons could be under the influence of drugs or otherwise needing medical or psychiatric assistance; carrying property that may be suspicious depending on the circumstances, going room to room trying door handles. Door-to-door soliciting is not permitted at any university facility. Violations of this rule should be reported to the campus security authority or the local police immediately.

Report all thefts and property loss immediately to the Campus Security Authority or the local police.

## **Crime Safety and Crime Prevention Programming**

NAU provides crime safety and crime prevention information to students through the annual security report and training. In addition, awareness, prevention, and bystander trainings specific to sexual harassment, violence, dating violence, and domestic violence under Title IX and the Violence Against Women Act (VAWA) are provided to students, staff, and faculty on at least an annual basis. New students receive Title IX and VAWA training when they complete their enrollment agreement. Additional information is also available from the local campus security authority and available on the university's public website. NAU distributes notification and location of the Annual Security Report to all students, faculty, staff and employees by October 1<sup>st</sup> of each year.<sup>1</sup> Current and past Annual Security Reports may be viewed at the following web site: <http://www.national.edu/campus-safety-report>. Copies of the university's past three Annual Security Reports may also be obtained on the website above.

In cases where the alleged perpetrator is a student and taking the same classes as the complainant, either party may request through the Title IX Coordinator that NAU change their class schedules. Such requests will be granted if reasonably available and if a complaint has been filed with NAU and/or the appropriate local police department. If desired, NAU personnel will assist individuals in making a report to the local police department. As of June 2012, NAU no longer offered residential housing for students.

In its Annual Security Report, NAU notifies students, faculty, and staff on how to obtain information about registered sex offenders, including websites for each state where such information is available. Links to the registered sex offender websites are located on the Title IX/VAWA: Sexual Misconduct page of the university's public website. Students and employees may access those telephone numbers or websites to check on any individual they feel is a possible registered sex offender. NAU also provides a list of counseling and other national and community resources to aid students in coping with a variety of issues, including sexual assault, personal safety, alcohol, and drug abuse. Extensive lists of national and local community resources are available through the campus security authority. The lists provide a range of assistance from childcare, housing, and advocate services for victims of a variety of crimes to include sexual assault or domestic violence.

## **Monitoring and Recording Activity at Off-Campus Locations**

Any NAU recognized organization that exists off campus at any university location will still be observed by the local police department. The mere fact that such a facility or organization is located off-campus does not mean activities at that location are not observed. Activities monitored by local police departments share information with the local NAU campus security authority. NAU includes any off-campus student organizations' crime statistics in its Annual Security Report as part of the crime statistics at NAU.

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<sup>1</sup> Due to challenges created by the novel coronavirus (COVID-19) pandemic, the U.S. Department of Education extended the date for institutions to distribute their Annual Security Reports to required recipients from October 1, 2020 to December 31, 2020.



## **Policy on Illegality of Alcoholic Beverages and Enforcement of Underage Drinking**

NAU forbids the use, consumption, possession, manufacture, sale, transportation or furnishing of alcoholic beverages on campus. The university also forbids unlawful drinking on any of its campuses.

NAU has a zero-tolerance policy regarding alcohol and operates all of its academic and co-curricular programs accordingly. The possession, distribution or consumption of alcoholic beverages is prohibited on all university property, whether owned or leased. The possession, distribution, or consumption of alcoholic beverages is prohibited at all student-attended, university-sponsored functions, regardless of location.

This prohibition of possession or consumption of alcoholic beverages on campus applies regardless of age. NAU enforces the drinking laws of each state, including the prohibition of use by persons less than 21 years of age. Possession or consumption of alcohol on any campus is prohibited by NAU and may result in student or employee disciplinary proceedings and/or arrest.

It is the expectation that university personnel not partake in the use of alcoholic beverages at any time during or shortly before an employee's scheduled work shift (this includes lunch hours and work breaks). Please refer to the policy on substance abuse for further information.

## **Policy on Illegality and use of Drugs on NAU Campuses**

The university prohibits the unlawful possession, distribution, or use of illegal drugs and/or controlled substances in accordance with state and federal laws. This applies to any property leased or owned by the university or in any program or activity sponsored by the university in any location.

NAU has a zero-tolerance policy regarding illicit drugs and operates all of its academic and co-curricular programs accordingly. The possession, distribution or consumption of illicit drugs is prohibited on all university property, whether owned or leased. The possession, distribution, or use of illegal drugs is prohibited at all student-attended, university-sponsored functions, regardless of location.

## **Tobacco Use**

No use of any tobacco products (cigars, cigarettes, e-cigarettes, chewing tobacco, etc.) will be allowed within the facilities of the university at any time.

Smoking or tobacco use shall be permitted only in designated areas located outside the building. All materials for tobacco use, including cigarette butts and matches, will be extinguished and disposed of in appropriate containers.

## **Substance Abuse Education**

Substance abuse education materials are provided in the Annual Security Report, university catalogs, and faculty and employee handbooks. Other communications and trainings are sent by email annually to all students and employees

**Alcohol** is a widely abused drug on college campuses across the United States. Liquor, beer and wine contain ethyl alcohol which acts on the central nervous system as a depressant. Abuse can cause intoxication, impaired motor skills, unconsciousness and death. Alcohol is chemically addictive and can cause brain cell damage, liver, pancreas and kidney damage; heart problems, stomach ulcers, high blood pressure and birth defects, such as fetal alcohol syndrome. Alcohol is one of the most socially problematic drugs in this country. Many lives can be destroyed through its abuse. Driving while intoxicated has been a serious problem and is especially relevant to college campuses within the last decade. Alcohol is frequently associated with instances of rape, violence and many types of accidents.

**Marijuana** is the most widely used illegal drug in this country; however, many fail to recognize its many harmful effects. Use of marijuana is detrimental to one's physical, emotional and mental wellbeing. Marijuana smoke is even more toxic and carcinogenic than cigarette smoke, causing similar and more serious respiratory problems. Habitual use weakens the immune system, increasing the chance of sickness. Evidence from studies shows that marijuana reduces one's ability to perform tasks requiring concentration, impairs short-term memory and motor skills and affects a noticeable decrease in motivation. Although claimed to be non-addictive, marijuana is a habit-forming substance that can be as hard to quit as any chemically-addictive drug. In other words, marijuana is a social drug that has the potential to become the center of one's life. The potency of this drug has increased 275% in the past three decades, giving even more weight to its negative effects. Marijuana use impedes one's participation with the academic community, damaging the intellectual atmosphere of the university.

**Hallucinogenic drugs** distort the perception of reality. Common hallucinogens include LSD, magic mushrooms, mescaline and peyote. An individual's reaction to these drugs is completely unpredictable, and "bad trips," which can cause permanent personality changes, are common. Under the influence of hallucinogens, the senses of direction, distance and time become disoriented. These drugs can produce unpredictable, erratic and violent behavior in users that sometimes leads to serious injuries and death.

**Cocaine** is a strong central nervous system stimulant that is extremely addictive. Derived from coca leaves, it produces euphoria, hallucinations and a temporary increase in physical strength. Common symptoms include irritability, runny nose, increased temperature and blood pressure and chronic sinus/nasal problems. More serious side effects include severe depression, seizures, respiratory arrest, cardiac arrest and strokes. Cocaine, which is used as a social drug, initially produces an intense physical stimulus, but this quickly disappears. The user typically becomes addicted after the first use. Prolonged use can cause nervous-system damage, delusions, physical deterioration, weight loss and a stronger addiction.

**Heroin**, a highly addictive opiate, causes physical and psychological problems such as shallow breathing, nausea, panic, insomnia and a need for increasingly higher doses of the drug to get the same effect. Attempts to stop using the drug lead to painful physical withdrawal symptoms. Heroin is primarily taken by injection, often with grave consequences. Uncertain dosage levels (due to differences in purity), unsterile equipment, contamination with cutting agents, or heroin use in combination with such other drugs as alcohol or cocaine can cause serious health problems such as serum hepatitis, skin abscesses, inflammation of the veins and cardiac disease (subacute bacterial endocarditis). Of all illegal drugs, heroin is responsible for the most deaths. Needle sharing by IV drug users is a leading cause of new AIDS cases. Heroin used during pregnancy is associated with stillbirths and miscarriages. Symptoms of heroin overdose include shallow breathing, pinpoint pupils, clammy skin, convulsions and coma.

**Designer drugs**, such as Ecstasy, among countless others, are chemically manufactured substances. Produced in underground labs, these are often pre-existing drugs that are modified in order to produce a more potent effect. Since these drugs are usually mixtures of several compounds, their toxicity is much higher, and the chance for negative side-effects or overdose increases. Because designer drugs are often used in a social atmosphere, there exists a high chance for psychological dependence. Many of these synthesized drugs are also chemically addictive.

**Methamphetamine** is a highly addictive drug with potent central nervous system (CNS) stimulant properties. Those who smoke or inject it report a brief, intense sensation, or rush. Oral ingestion or snorting produces a long-lasting high instead of a rush, which reportedly can continue for as long as half a day. Both the rush and the high are believed to result from the release of very high levels of the neurotransmitter dopamine into areas of the brain that regulate feelings of pleasure. Long-term meth use results in many damaging effects, including addiction. Chronic meth abusers exhibit violent behavior, anxiety, confusion, insomnia, and psychotic features, including paranoia, aggression, visual and auditory hallucinations, mood disturbances, and delusions—such as the sensation of insects creeping on or under the skin. Such paranoia can result in homicidal or suicidal thoughts. Researchers have reported that as much as 50% of the dopamine-producing cells in the brain can be damaged after prolonged exposure to relatively low levels of meth. Researchers also have found that serotonin-containing nerve cells may be damaged even more extensively.

**PCP**, a hallucinogenic drug used as an anesthetic for animals, induces a profound departure from reality, which may leave the user capable of bizarre behavior and severe disorientation. PCP-induced effects may lead to serious injuries or death to the user while under the influence of the drug. PCP often produces feelings of mental depression, and among regular users disturbs memory, perception functions, concentration and judgment. Chronic use may lead to permanent changes in cognitive ability (thinking), memory and fine motor function.

Drug and alcohol counseling, treatment, and rehabilitation/re-entry programs for employees and students are available from a variety of sources. Anyone who recognizes a personal drug or alcohol problem, is concerned about a student or co-worker, or may wish to know more about drug and alcohol abuse may contact the human resources department.

Campus and community resources may be found on MavCentral or by contacting a campus executive officer or the human resources department.

**Sanctions**

Anyone violating this policy regarding alcohol, illegal drugs, and/or controlled substances will be subject to disciplinary action. In particular:

Employees who violate the prohibition against illegal drugs and alcohol are subject to discipline up to and including dismissal. Discipline may include, but is not limited to, written warnings, suspension, referral for evaluation, and educational classes. Referral for prosecution may occur where appropriate. An employee who is convicted of a criminal drug-statute violation that occurred in the workplace is required to inform his or her executive officer.

Executive officers who are aware of any criminal drug-statute convictions for violations that occurred in the workplace must report them to the human resources department within three calendar days of their notice of the conviction.

Students who violate the prohibition against illegal drugs and alcohol are subject to discipline. Sanctions will reflect the particular violation and its severity. Depending on the circumstances of the violation, disciplinary action may include, but is not limited to: warning, fine, referral to chemical health treatment, or support resources, suspension, or expulsion. Referral for criminal prosecution may occur where appropriate.

In addition to the federal and state sanctions linked below, secondary civil consequences may result from criminal drug violations. Property associated with the criminal acts, including homes and vehicles, can be confiscated by the state or federal government. Those who are convicted of felony violations may be barred from governmental employment or from licensed professions such as law, medicine and teaching. In addition, individuals may face a variety of penalties imposed by municipal ordinances. Individuals who are concerned about specific circumstances should consult applicable laws and/or seek legal counsel.

Because laws change periodically, individuals are strongly encouraged to review current federal and state statutes and other resources regarding the unlawful possession, distribution and/or use of illegal drugs and alcohol, including definitions and sanctions for possessing and trafficking illegal drugs. Individuals who are concerned about specific circumstances may also wish to seek legal counsel. The following information is not intended, nor should be construed, to be legal advice. Because laws change periodically, individuals are strongly encouraged to review current state statutes, which may be accessed at: [http://www.law.cornell.edu/wex/table\\_criminal\\_code](http://www.law.cornell.edu/wex/table_criminal_code). Individuals who are concerned about specific circumstances may also wish to seek legal counsel.

<b>State Statutes:</b>	<ul style="list-style-type: none"> <li>• <a href="http://www.law.cornell.edu/wex/table_criminal_code">http://www.law.cornell.edu/wex/table_criminal_code</a></li> </ul>
<b>Federal Statutes &amp; Resources:</b>	<ul style="list-style-type: none"> <li>• <a href="https://www.law.cornell.edu/uscode/text/18/part-I">https://www.law.cornell.edu/uscode/text/18/part-I</a></li> <li>• <a href="https://www.campusdrugprevention.gov/sites/default/files/Drugs%20of%20Abuse%202020-Web%20Version-508%20compliant.pdf">https://www.campusdrugprevention.gov/sites/default/files/Drugs%20of%20Abuse%202020-Web%20Version-508%20compliant.pdf</a></li> <li>• <a href="https://www.dea.gov/factsheets">https://www.dea.gov/factsheets</a></li> <li>• <a href="https://www.ussc.gov/topic/drug-trafficking">https://www.ussc.gov/topic/drug-trafficking</a></li> </ul>

Georgia criminal statutes and penalties may generally be found in Title 16 of the Georgia Code. Criminal sanctions may also apply to those who operate motor vehicles while under the influence of alcohol and/or drugs.

South Dakota criminal statutes and penalties may be generally found under Chapter 22 of the South Dakota Codified Laws. State laws regulating the production, dispensation, possession, and use of alcohol may be found in Title 35 of the South Dakota Codified Laws. Criminal sanctions may also apply to those who operate motor vehicles while under the influence of alcohol and/or drugs.

Texas criminal statutes and penalties may be generally found in the Texas Penal Code. Drug offenses are addressed in the Texas Controlled Substances Act, Chapter 481 of the Health and Safety Code. Offenses involving alcohol can be found in Chapter 49 of Title 10. Criminal sanctions may also apply to those who operate motor vehicles while under the influence of alcohol and/or drugs.

### **Counseling Services**

Drug and alcohol counseling, treatment, and rehabilitation/re-entry programs for employees and students are available from a variety of sources. Anyone who recognizes a personal drug or alcohol problem, is concerned about a student or co-worker, or may wish to know more about drug and alcohol abuse may contact the human resources department.

National Drug Helpline (Drug and Alcohol) 1-844-289-0879  
Substance Abuse and Mental Health Services Administration (SAMHSA) National Helpline 1-800-662-4357 SAMHSA's National Helpline is a free, confidential, 24/7, 365-day-a-year treatment referral and information service (in English and Spanish) for individuals and families facing mental and/or substance use disorders.

### **Disclosures to Alleged Victims of Crimes of Violence**

NAU will, disclose to the victim and the alleged victim of a crime of violence, to include sexual assault, dating or domestic violence, sexual harassment, or stalking, the results of any disciplinary hearing conducted by the university against the student or staff member who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, NAU will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

### **Emergency Response and Evacuation Procedures**

#### **Emergency Action Policy**

NAU is committed to ensuring the safety of students, faculty, and staff in the event of an emergency. The university's Emergency Action Plan (EAP) provides procedures to confirm the existence of an emergency or dangerous situation, notify the campus community, identify responsible administrators, inform the larger community, and conduct an annual test of the EAP. Training provided by the crisis management team is conducted with the campuses through webinars and campus director trainings on at least an annual

basis. Emergency response and evacuation procedures are discussed during these trainings. Evacuation maps are also located in the hallways of each building.

## **Emergency Action Procedure (EAP)**

### **Campus Security Authority (CSA)**

The campus executive officer, or designee, serves as the campus security authority (CSA) responsible for training and execution of the EAP at that location. The Title IX Coordinator/Director of Academic Operations and Compliance serves as the CSA for Rapid City and central administration. In the event of a real or perceived emergency, the CSA coordinates the appropriate emergency response and notifications in accordance with the university's emergency response protocols:

- Confirm the existence of an emergency or dangerous situation.
- Contact local first responders when appropriate.
- Initiate the appropriate emergency response.
- Account for staff, faculty, and students as appropriate.
- Exercise the appropriate level and type of notifications.
- Compile and retain an incident report.

### **Annual Inspection**

At least once each year, the CSA at each campus location will review the EAP and inspect the facilities to verify compliance with the EAP policy and procedures. Each location is required to keep a checklist that contains the following:

- Designated shelter area(s).
- Designated rally point(s) outside the facility.
- Room evacuation maps.
- Emergency response protocol posters.

### **Communication with First Responders**

The CSA will communicate on an annual basis with local first responders to review the emergency response protocols. Any feedback from the first responders will be submitted to central academics for consideration for possible incorporation into the EAP.

### **Emergency Response Training**

The CSA will ensure that students, faculty, and staff receive training in the emergency response protocols. This training is provided and reviewed quarterly during staff meetings. Students receive the training during practice emergency drills that incorporate training.

## **Annual Testing**

The CSA will ensure that the EAP is tested annually at the CSA's location. The test will include at least one of the designated emergency response protocols.

## **Emergency Notification System**

In the event of an emergency, students, faculty, staff, and the community will receive notifications through the Emergency Notification System. The CSA will ensure that designated campus administrators are trained to use the system in accordance with the following guidelines:

- Confirm the existence of an emergency or dangerous situation.
- Contact local first responders when appropriate.
- Determine the persons to notify.
- Initiate the appropriate notification.

The emergency notification system is tested annually.

## **EAP Documents**

The emergency action plan, emergency response protocols, and all applicable forms will be accessible to faculty and staff on the university's MavCentral intranet portal under the human resource/training and development site.

## **Sexual Harassment and Offenses**

NAU prohibits dating violence, domestic violence, sexual assault, and stalking. It is committed to maintaining an educational and working environment that is free from discrimination, harassment, and sexual violence. If a member of the university community feels that they have experienced sex discrimination, harassment, sexual harassment, or violence the concerns should be brought to the attention of the Title IX Coordinator and/or the Executive Director of Human Resources as soon as reasonably possible. NAU's policy requires prompt response to the complaint and provides for fair and equitable treatment for all parties involved. Title IX of the Education Amendments of 1972 (20 USC § 1681 et seq.) and the Violence Against Women Reauthorization Act of 2013 (VAWA) (42 USC § 13701 et seq.) together prohibit sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking that take place on a campus, via other media, or at a university sponsored event. These acts are prohibited by university policy whether by a student, faculty member, staff member, or a third party.

Sexual misconduct as defined by NAU includes, gender discrimination, gender identity, sexual harassment, sexual violence, hostile environment, dating violence, domestic violence, and stalking. Sexual misconduct of all types applies to all genders including incidents that occur between parties of the same sex. Sexual violence and other types of sexual misconduct are prohibited by the university and have no place in a learning or work environment. Further, NAU shall work to eliminate violence in all forms.

The university's policy covers verbal and physical conduct that constitutes discrimination/harassment under applicable state and federal law and is not directed at the content of speech. In cases in which verbal statements and other forms of expression are involved, NAU will give due consideration to an individual's constitutionally protected right to free speech and academic freedom. In support of the university policy, NAU reaffirms its policy that sexual harassment, including violence, abuse, and harassment will not be tolerated. Every effort will be made to ensure that all members of the university community are provided an atmosphere free from sexual misconduct. To prevent sexual offenses and harassment, educational efforts are undertaken to inform employees and students of their responsibilities regarding such behavior, how to identify and eliminate sexual harassment, and what steps can be taken if instances of sexual harassment or misconduct are experienced.

No contact orders and protection orders can be obtained through the local law enforcement agency. The university will assist the student in contacting the appropriate agencies to get these set up if desired. The university will also honor these orders once in place.

### **Sexual Misconduct Education Programs**

Awareness, prevention, and bystander training is provided by email all students, faculty, and staff on an annual basis. New students receive the training at the time of enrollment while completing the enrollment agreement. The enrollment agreement cannot be completed until the sexual misconduct training is completed. New employees receive the sexual misconduct training with their new employee paperwork. HTI-Think HR provides Preventing Harassment and Sexual Harassment trainings that include sexual misconduct to employees on an annual basis. In addition, a separate sexual misconduct training is provided by the university. As a part of the trainings, two videos are used as educational tools to help students and employees understand the concept of consent. The university also provides annual training to inform students, faculty, and staff of the university's policies on sexual misconduct. This training promotes a general awareness of rape, as well as other forcible and non-forcible sexual misconduct and what procedures are followed if an incident does occur.

## **Sex Offense Procedures**

### **Sexual Misconduct Reporting**

If a student or employee has been sexually assaulted, they should immediately call 911 or local law enforcement. The survivor or anyone who becomes aware of a sexual assault should promptly report the incident to the campus director (campus security authority) and the Title IX coordinator.

Any student who experiences or becomes aware of sexual misconduct should promptly report the incident to the Title IX Coordinator.

Ruta Tekle, Human Resources Generalist /Title IX Coordinator  
5301 Mount Rushmore Road  
Rapid City, SD 57701  
Phone: 605-809-8511  
Email: rtekle@national.edu



Any university faculty or staff member who experiences or becomes aware of sexual misconduct should promptly report the incident to Human Resources Employee Relations.

Gordon Brooks  
Executive Director of Human Resources  
5301 Mount Rushmore Road  
Rapid City, SD 57701  
Phone: 605-394-4947  
Email: hremployeerelations@national.edu

The rights and options for survivors are woven throughout the sexual misconduct policy and process and a Sexual Misconduct Bill of Rights is also provided at the first meeting with the student and/or employee. The bill of rights details the rights and expectations that both the victim and the accused have. Survivors of sexual assault are encouraged to preserve evidence and information is included in trainings on the importance of doing so. Things to avoid include changing clothes, taking a shower, brushing your teeth and hair, and leaving the scene of the incident just as it is. Note everything about the location. If you have been sexually assaulted, you should seek medical attention immediately regardless of whether you want to report the matter to the police or NAU. The campus security authority will assist the victim in making this report if the victim so wishes. Also, getting an examination is encouraged even if the victim does not wish to file a police report at the time. The evidence can be preserved in case they decide to file a report later.

NAU provides employees with a Employee Assistance Program as an employee benefit including unlimited, 24-hour, 7-day a week telephone and web access. NAU maintains a list of additional resources to include, rape crisis centers and advocates for victims of sexual assault which can be obtained through the university website, the university's intranet, the CSA, and the Title IX Coordinator. These resources are available to both students and employees.

Both parties will be provided with interim measures for their safety and well-being. Interim measures can be switching classes or sections,

### **Confidentiality**

Every attempt is made to maintain the anonymity of the sexual assault survivor. The local CSA will provide information regarding counseling to support sexual assault survivors. Each report of a sexual assault will be investigated in order to provide better protection to the survivor and all members of the campus community. Sexual assault survivors should be aware that the university may need to release information regarding the fact that an assault has occurred for the protection and safety of others. Information concerning the identity, address, and other personal information of the sexual assault survivor will not be released. Information specific to the victim or the accused will only be released to the team that the Title IX Coordinator deems has a "need to know".

Student, faculty, and staff members are encouraged to contact the local CSA, the Title IX coordinator and/or the Executive Director of Human Resources to report any information

regarding a sexual assault. Sexual assault victims have the right to have reports made to the appropriate local police department. In these situations, the name of the complainant will not be forwarded unless approved by the victim. NAU staff will provide options to the survivor regarding reporting and next steps. University staff will also assist the survivor in reporting the incident if desired. An anonymous online system is available to survivors or others that may wish to report an incident. The report is sent directly to the Title IX coordinator and to the Executive Director of Human Resources. Students are cautioned that third party and anonymous reports may limit NAU's and law enforcement's ability to investigate and take action.

If the local campus security authority (or his/her designee) determines that a threat continues to exist for the campus community where the criminal activity occurred, information about the reported sexual assault will be reported to the campus community whether reported by a sexual survivor or through a third party report. As much detail as possible regarding location, date and time of the assault, and any information that might help identify the assailant will be reported. The local CSA (or his/her designee) will inform the campus community of the reported sexual assault by posters, appropriate notices, campus newspaper, radio stations, local media, electronic mail and/or other means.

Each report will be taken as presented by the complainant. Appropriate criminal classifications will be determined after a review of all facts. NAU will take appropriate action to safeguard the alleged survivor and, at the same time, protect the rights of the alleged perpetrator. If the survivor of a sexual assault requests from the Title IX Coordinator and/or the Executive Director of Human Resources, the university will attempt to provide, if reasonably available, interim measures such as a change in classes, rides, escort to the parking lot or other appropriate measures that will help to protect the survivor. All possible interim measures are not defined or listed because each situation will have different requirements and will be considered on a case by case basis. All requested interim measures will be considered and if reasonable, may be implemented for the protection of either party.

## **Disciplinary Action**

### **NAU's Sexual Misconduct Policy**

Requires prompt response to the complaint and provides for a prompt, fair and impartial treatment for all parties involved. Professional counseling and other resources are available for both parties. Counseling information for students is available at [mycampus.national.edu](http://mycampus.national.edu). Counseling information for employees is available on the human resources webpage at [mynau.national.edu](http://mynau.national.edu). Both parties also have the same opportunity to have others present during any hearing proceedings. Both parties will be simultaneously notified of the outcome of any investigation.

### **Informal Resolution**

The Title IX Coordinator and/or the Executive Director of Human Resources may determine that informal resolution is appropriate, including mediation, separation of the parties, counseling, and other appropriate measures. (Some cases may not be appropriate for informal resolution such as sexual violence.)

## Formal Proceeding

The Title IX Coordinator and/or System Director of Human Resource may determine that a formal proceeding is appropriate, including incidents involving claims of violence, injury, or use of weapons; prior or multiple complaints against the accused; or other serious circumstances.

When a formal proceeding is appropriate, the Title IX Coordinator and/or Executive Director of Human Resources will coordinate a formal hearing, generally within 10 days after completion of the investigation.

1. The hearing will be conducted before a committee comprised of three university staff members from Central Administration who are trained annually in Title IX procedure.
2. Written notice of the date, time, and location of the hearing will be provided to the parties at least 5 days prior to the hearing. The Title IX Coordinator or Executive Director of Human Resources may grant an extension for good cause.
3. Prior to the hearing, the committee will be provided with a copy of the original complaint, any response from the accused, any evidence, and any witness statements.
4. The hearing will be conducted in a fair and impartial manner. The parties will have the opportunity to attend the hearing, present their cases, present witnesses, present evidence, but may not question each other. Each party may be accompanied by an advisor; however, the advisor may not speak during the proceedings. A member of the committee shall take general notes of the proceeding, which will be retained in the student's file.
5. The decision of the committee will be based upon a preponderance of evidence (more likely than not the incident occurred).
6. The committee will strive to render a final decision, with appropriate sanction, within 3 business days after the hearing and will promptly provide a copy of the decision to the Title IX Coordinator and/or Executive Director of Human Resources. The Title IX Coordinator and/or Executive Director of Human Resources will provide a copy of the final decision to each party within 3 business days after the decision.

## Sanctions

Sanctions for an offense depends on the nature of the incident. Sexual assault and rape cases that are determined by a clear and convincing evidence standard that the incident is highly and substantially more probable to be true than not, will receive a sanction of suspension or permanent suspension. One or more of the following sanctions may be imposed upon a person determined to have committed sexual misconduct based on a preponderance of evidence:

<b>Student Sanctions</b>	<b>Employee Sanctions**</b>
<ul style="list-style-type: none"> <li>• Warning</li> <li>• Probation</li> <li>• Suspension</li> <li>• Permanent Suspension*</li> <li>• Other measures as determined appropriate</li> </ul>	<ul style="list-style-type: none"> <li>• Informal Discussion with the Employee</li> <li>• Suspension Pending Investigation (with or without pay)</li> <li>• Termination of Employment</li> <li>• Other measures as determined appropriate</li> </ul>

Sanctions of permanent suspension may only be imposed by the provost upon recommendation from the Title IX hearing committee.

\*\*Employee sanctions must be approved by the Executive Director of Human Resources.

Either party has a right to appeal the decision of a sexual misconduct case. The appeal is made to the provost for final decision.

### **Non-Retaliation**

NAU has a strict Harassment and Non-discriminatory Policy. Retaliation against any individual for making a complaint under this policy, for opposing sexual misconduct, or for participating in an investigation of any claim related to sexual misconduct is strictly prohibited. Any person who engages in retaliatory conduct will be subject to appropriate corrective action, including discipline up to and including termination of an employee or permanent suspension of a student. If a student or employee has experienced retaliation, the retaliation should be immediately reported to the Title IX coordinator or the campus security authority.

### **Off-Campus Mental Health, Counseling Services, and Other Services Available to Students**

Counseling and medical services are available off campus at each NAU location. If you are the victim of a sexual assault, NAU encourages you to contact one or more of the following: the appropriate local police department, the local NAU campus security authority, the Title IX coordinator, local crisis counseling centers, local health services clinics, women's resource centers or the local hospital. A complete and detailed list of local community resources is available from the campus security authority and/or the Title IX coordinator. Victims of sexual assault can also receive, free, confidential, 24-hour counseling through a national sexual assault hotline at RAINN (**R**ape **A**buse **I**ncest **N**ational **N**etwork): (800) 656-HOPE (4673), extension #1 (<https://www.rainn.org/get-help/national-sexual-assault-hotline>) Military students may also receive assistance from the Department of Defense Safe Helpline at (877) 995-5247 (<https://www.safehelpline.org>). An additional list of national resources is found on the Title IX/VAWA: Sexual Misconduct page of the university website.

The following is a partial list of national and community resources available to students, faculty, and staff:

— *Continued next page* —

Location	Resource	Telephone Number
National Hotlines	National Center for PTSD	800-273-8255
	National Dating Abuse Helpline	866-331-9474
	National Domestic Violence Hotline	800-799-7233
	National Drug Helpline (Drug and Alcohol)	1-844-289-0879
	National Human Trafficking Hotline	800-565-HOPE (4673)
	National Sexual Assault Hotline	1 (800) 273-TALK
	National Suicide Prevention Lifeline	888-373-7888
	Veteran's Crisis Line (Suicide Prevention)	800-273-8255
	Victim Connect Helpline (Stalking)	855-4-VICTIM
Georgetown, Texas	Austin People's Community Clinic	(512) 478-4939
	Austin Police Department North Central	(512) 974-4245
	Austin Police Department South	(512) 974-8243
	Austin Rape Crisis/Sexual Assault/Violence	(512) 267-SAFE (7233)
	Crime Stoppers	(800) 252-8477
	Domestic Violence Hotline (National)	(800) 799-SAFE (7233)
	Family Medical Center	(512) 868-0901
	Georgetown Fire Department	(512) 930-3473
	Georgetown Medical Clinic	(512) 930-4593
	Georgetown Police Department	(512) 930-3510
	Georgetown Women's Center	(512) 930-5366
	Hospital: St. David's South	(512) 447-2211
	Hospital: St. David's North	(512) 901-1000
	Law Enforcement	911
	NextCare Urgent Care	(512) 930-7828
	Round Rock Police Department	(512) 218-5500
	Sunset Valley Police Department	(512) 892-1384
	Texas Rangers	(512) 930-9433
Travis County Family Violence Protection Team	(512) 974-8535	
Travis County Sheriff	(512) 854-9770	
Williamson County Sheriff's Office	(512) 943-1300	
Ellsworth AFB, South Dakota	Crime Stop	(605) 395-1100
	Emergency Fire	911
	Emergency Police	911
	Family Advocacy	(605) 385-3660
	Hospital/Clinic	(605) 385-6700
	Law Enforcement Desk (non-emergency)	(605) 385-4001
	SARC (Sexual Assault Responder Coordinator)	(605) 385-7272
Rapid City, South Dakota	Crisis Intervention Shelter Service-Meade County	(605) 347-0050
	Domestic Violence and Sexual Assault	(800) 430-7233
	Rapid City Police Department	(605) 341-4131
	Sexual Assault (24-hour line)	(605) 341-2046
	Wellspring-Family Counseling	(605) 342-0345
	Working Against Violence, Inc. (24 hour line)	(888) 716-9284
	Youth and Family Services (24 hour crisis hotline)	(605) 342-4789

## Registered Sex Offender Notification

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires higher education institutions to provide a list of law enforcement agency information provided by the state concerning registered sex offenders. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each higher education institution in that state at which the person is employed, carries on a vocation, or is a student. The national and state registered sex offender registry links are available in the annual security report and on the Title IX: Sexual Misconduct page of the university's public website.

National Sex Offender Website: <http://nsopr.gov>

State Registered Sex Offender Sites:

- Georgia: [http://state.sor.gbi.ga.gov/sort\\_public/](http://state.sor.gbi.ga.gov/sort_public/)
- South Dakota: <https://sor.sd.gov/>
- Texas: <https://records.txdps.state.tx.us/SexOffender/PublicSite/Index.aspx>

## Annual Crime Statistics

The following are the statistical reports of alleged criminal activity reported to NAU and the appropriate local police agencies in the states in which the NAU campuses are located for crimes occurring on the local campuses, on public property within or immediately adjacent to the campus, and in or on non-campus buildings or property that NAU owns or controls for the calendar years indicated. These tables include reported criminal activity in the categories mandated by the Clery Act in 1999. Each reporting period begins January 1 and ends December 31 for the indicated calendar year.

<i>Ellsworth AFB (1000 Ellsworth St., Ste. 2400, Ellsworth AFB, SD 57706-4943)</i>									
<i>Offense Type</i>	<i>2017</i>			<i>2018</i>			<i>2019</i>		
	<i>On-Campus</i>	<i>Non-Campus</i>	<i>Public Property</i>	<i>On-Campus</i>	<i>Non-Campus</i>	<i>Public Property</i>	<i>On-Campus</i>	<i>Non-Campus</i>	<i>Public Property</i>
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	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
Arrests: weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Arrests: drug abuse violations	0	0	0	0	0	0	0	0	0
Arrests: liquor law violations	0	0	0	0	0	0	0	0	0
Disciplinary actions: weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Disciplinary actions: drug abuse violations	0	0	0	0	0	0	0	0	0
Disciplinary actions: liquor law violations	0	0	0	0	0	0	0	0	0

<i>Ellsworth AFB (1000 Ellsworth St., Ste. 2400, Ellsworth AFB, SD 57706-4943)</i>									
<i>Offense Type</i>	2017			2018			2019		
	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property
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
<b>Hate Crimes: There were no reported hate crimes for the years 2017, 2018, or 2019.</b>									
<b>Note: Crime statistics were requested for 2017, 2018, and 2019, but law enforcement did not provide the information.</b>									

<i>Georgetown (1015 W. University Ave., Ste. 700, Georgetown, TX 78628)</i>									
<i>Offense Type</i>	2017			2018			2019		
	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	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
Arrests: weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Arrests: drug abuse violations	0	0	0	0	0	0	0	0	0
Arrests: liquor law violations	0	0	0	0	0	0	0	0	0
Disciplinary actions: weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Disciplinary actions: drug abuse violations	0	0	0	0	0	0	0	0	0
Disciplinary actions: liquor law violations	0	0	0	0	0	0	0	0	0
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
<b>Hate Crimes: There were no reported hate crimes for the years 2017, 2018, or 2019.</b>									

<i>Rapid City (5301 Mount Rushmore Road, Rapid City, SD 57701)</i>									
<i>Offense Type</i>	2017			2018			2019		
	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	1	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
Arrests: weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Arrests: drug abuse violations	0	0	0	0	0	0	0	0	0
Arrests: liquor law violations	0	0	0	0	0	0	0	0	0
Disciplinary actions: weapons: carrying, possessing, etc.	0	0	0	0	0	0	0	0	0
Disciplinary actions: drug abuse violations	0	0	0	0	0	0	0	0	0
Disciplinary actions: liquor law violations	0	0	0	0	0	0	0	0	0

<b>Rapid City (5301 Mount Rushmore Road, Rapid City, SD 57701)</b>									
<b>Offense Type</b>	<b>2017</b>			<b>2018</b>			<b>2019</b>		
	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property
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
<b>Hate Crimes: There were no reported hate crimes for the years 2017, 2018, or 2019.</b>									

<b>Kings Bay ( 918 USS James Madison Road Bldg 1030 Kings Bay, Georgia 31547)</b>			
<b>Offense Type</b>	<b>2019</b>		
	On-Campus	Non-Campus	Public Property
Murder/non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Arrests: weapons: carrying, possessing, etc.	0	0	0
Arrests: drug abuse violations	0	0	0
Arrests: liquor law violations	0	0	0
Disciplinary actions: weapons: carrying, possessing, etc.	0	0	0
Disciplinary actions: drug abuse violations	0	0	0
Disciplinary actions: liquor law violations	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
<b>Crime statistics were requested for 2019, but law enforcement did not provide the information.</b>			