2019 ANNUAL SECURITY & FIRE SAFETY REPORT

REPORT REFLECTS 2018 DATA FOR NORTHERN KENTUCKY UNIVERSITY MAIN CAMPUS (HIGHLAND HEIGHTS, KY) AND GRANT COUNTY CAMPUS

Special Points of Interest:
The information in this report is provided to meet the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (20 USC 1092 (f), 34 CFR Part 668.46), and the Michael Minger Act (KRS 164.948 to 164.9489; KRS 164.993).

This publication was prepared by Northern Kentucky University and printed with state funds (KRS 57.375). Northern Kentucky University is committed to building a diverse faculty and staff for employment and promotion to ensure the highest quality of work force and to foster an environment that embraces the broad range of human diversity.

The university is committed to equal employment opportunity, affirmative action, and eliminating discrimination. This commitment is consistent with an intellectual community that celebrates individual differences and diversity, as well as a matter of law.

Discrimination against any individual based upon protected status, which is defined as age, color, disability, gender, national origin, race, religion, sexual orientation, or veteran status, is prohibited. The university will provide equal opportunity to all employees in regard to salaries, promotions, benefits and working conditions and will monitor these areas to ensure that any differences which may exist are the result of bona fide policies and procedures and are not the result of illegal discrimination.
CLERY ACT

In 1990, The Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542). This amendment required all postsecondary institutions participating in the Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, the Act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, or Clery Act—in memory of Jeanne Clery, a Lehigh University student who was raped and murdered in her dorm room in 1986.

On March 7, 2013, President Barack Obama signed a bill that strengthened and reauthorized the Violence Against Women Act (VAWA). Included in the bill were amendments to the Clery Act that afforded additional rights to victims/survivors of dating violence, domestic violence, sexual assault and stalking.

The Clery Act requires colleges and universities to draft and implement policies and procedures as well as disclose certain crime statistics. These requirements include:

- Developing policies and procedure regarding crime prevention, missing students, drug and alcohol use, reporting and preventing sexual assaults and issuing emergency notifications, among others
- Creating awareness programs for students and employees regarding dating violence, domestic violence, sexual assault and stalking
- Issuing timely warnings for Clery Act crimes that constitute a serious or continuing threat to the safety of students or employees
- Publishing the Annual Security and Fire Safety Report (ASR), which contains crime and fire statistics and statements of policy procedures
- Submitting crime and fire statistics to the Department of Education

Northern Kentucky University strives to provide a safe campus environment for students, faculty and staff in compliance with the Clery Act and other federal and state laws. Each year by Oct. 1, NKU publishes its ASR, which includes statements of policy and procedures relating to campus safety and security as well as crime and fire statistics. This report is prepared with the cooperation of multiple university departments. The ASR is intended to communicate important safety information to the campus community and to assist prospective students and employees in the decision making process of selecting a college or university by highlighting that NKU is a safe place to learn, live and work.

We urge members of the university to use this report as a guide for safe practices on and off campus. NKU sends an email to every enrolled student and current employee notifying that the ASR is available after it is published.

The university consistently provides accurate information to our community regarding the safety of our campus. In furtherance of these efforts, we make our policies, procedures and statistics available electronically.

A printed copy of this information can be obtained by contacting the university or you can request a mailed copy by contacting the Clery compliance coordinator, Gina Yoon, at (859) 572-5746.
ABOUT NKU

NKU is one of Greater Cincinnati’s outstanding universities. The university enjoys a student, faculty and staff population of more than 16,000 individuals, plus a significant number of visitors to NKU’s many programs and special events. NKU is committed to providing a safe, secure and crime-free environment for students, faculty, staff and visitors to our Highland Heights and Grant County campuses. Many individuals and departments are involved in campus safety and security.

While no location is devoid of crime, the university’s main campus in the city of Highland Heights holds a 15th-place ranking as the safest college campus in America, according to Rent College Pads. NKU has also been named one of America’s Top Colleges by Forbes.

NKU is committed to working with stakeholders to make our campuses safe and secure. The university has developed a series of policies and procedures to assist in these efforts. The following information has been prepared to increase your awareness of the current programs that exist to assist you in protecting your safety and well-being. Portions are also provided in compliance with the federal law, specifically the Clery Act.

“The Police Department at Northern Kentucky University does an amazing job of creating a culture of care on campus. No matter which officer you come in contact with, their sense of willingness to help and kindness toward the student body is unmatched! I’m very lucky to feel safe on this campus thanks to their dedication!”

- PEYTON ANDERSON, NKU JUNIOR

MESSAGE FROM THE CHIEF

At University Police, our mission is to serve, protect and educate NKU’s campus community. We have a wonderful group of dedicated professionals engaged in working to do those things around the clock. Our staff is committed to supporting student success and ensuring positive outcomes for our community wherever possible – including fostering close partnerships with both on-and off-campus partners.

While we are proud of past recognition we’ve received as one of the safest campuses in the U.S., we also know that crime can happen anywhere at any time – including here. The information in this document can help you become more informed regarding crime in our community as well as the preventative and educational programming and activities available to you here.

When people ask what it is that makes our community safe, I always start with recognition of our community as a whole and the individuals of whom it is comprised. Even the best first responders can’t be effective in a place where the community is not an engaged partner working toward positive outcomes for all community members. I’m consistently impressed with the level of engagement found here and look forward to working together to invest in the safety of our community.

John Gaffin, Chief of Police
MISSION STATEMENT

The mission of the NKU Police Department is to serve, educate and protect the public through community collaboration, problem recognition, problem resolution and police action.

THE CORE VALUES

**Integrity:** a firm adherence to moral principals

Integrity is doing the right thing when no one is watching. It is consistently between values and actions and holding ourselves to a higher standard.

**Loyalty:** faithfulness or devotion

Loyalty is a commitment to this department, NKU and the community at large. We do not stand idly by as anyone attempts to harm any of the above nor do we act in opposition to the mission or goals of the above.

**Courage:** the ability to confront fear, pain, danger, uncertainty or intimidation

We are courageous—not just physically in the face of hardship, pain or other threats but also morally in our ability to act rightly where unpopular or where others cannot or will not act.

**Professionalism:** the behavioral embodiment of our community and our profession expectations

We recognize that we represent ourselves, our department, our university, our profession. We carry ourselves in a manner positively representing all of the above.

**Adaptability:** the ability to change or bend as dynamic situations or community needs dictate

We recognize that policing an institution of higher learning often calls upon officers to be many things to many people. We accept our role willingly and strive to serve the community to the best of our ability, regardless of circumstances.

**Diversity:** creating a culture of openness and inclusion that values diversity in people and ideas.

We acknowledge and embrace the diversity in the community we serve and strive to ensure diversity is reflected in all levels of our organization.
INTRODUCTION

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (referred to as Clery Act) is part of the Higher Education Opportunity Act. It requires institutions of higher education that receive federal aid to report specified crime statistics on college campuses and to provide other safety and crime information to members of the campus community. The U.S. Department of Education holds enforcement authority for the Clery Act, and there is a minimum $57,317 penalty for each violation of the regulations that define the reporting requirements.

The university endeavors to consistently provide accurate information to our community regarding the safety of our campus. In furtherance of these efforts, we make our policies, procedures and statistics available electronically. This information can help keep you and others safe at NKU.

If you would like to receive a printed copy of this report, you can stop by University Police at 419 Old Johns Hill Road, Highland Heights, KY 41099, or you can request that a copy be mailed to you by calling (859) 572-5746 or sending an email to yoong1@nku.edu.

PREPARATION OF THE ANNUAL SECURITY REPORT

University Police prepares the Annual Security Report (ASR) in compliance with the Clery Act. Crime statistics for Clery Act reportable crimes, hate crimes and violations of state and local drug, liquor and weapons laws—which occur within the Clery geography where arrests or referrals for discipline were made—are collected from reports made to University Police and designated Campus Security Authorities (CSAs). University Police has established collaborative relationships with local and state law enforcement agencies—Highland Heights Police Department (HHPD), Campbell County Police Department (CCPD), Kentucky State Police (KSP) and the Williamstown Police Department (WPD)—to encourage statistical Clery reporting by those agencies serving both our main campus and our Grant County campus and public property areas as well as identified non-campus properties that University Police does not patrol or provide a primary law enforcement response.

The ASR is prepared in collaboration with the Office of Student Conduct Rights & Advocacy, University Housing, Human Resources, the Office of the Provost, local law enforcement agencies and stakeholders. Clery compliance is an institutional responsibility, and each department or entity is required to provide updated information to University Police to comply with the Clery Act.

Crime statistics reported to/by any of these sources are recorded in the calendar year the crime was reported. Spearheaded by the Clery compliance coordinator in conjunction with numerous stakeholders, including the chief of police; the Office of Human Resources; the Office of Student Conduct, Rights & Advocacy; Safety and Emergency Management; Compliance; Title IX officers; and the compliance officers.

A written request for statistical information is made on an annual basis to all identified campus security authorities (CSAs) as defined by federal law and university policy. CSAs are also informed through training to report crimes to University Police in a timely manner so those crimes can be evaluated for timely warning purposes.

Certified counselors and pastoral counselors are not required by law to provide statistics for this compliance
document. However, certified counselors and pastoral counselors, as defined by federal law, who act in such capacities are advised that while they are not obligated to report crimes for the purpose of compiling statistical information, they are encouraged, when they deem it appropriate, to inform individuals they are counseling of their ability to report any crime to University Police for inclusion in the annual statistics.

The statistical information published in the ASR is reported to the Department of Education and is available to the public through the Department of Education’s website.

University Police sends an email to every enrolled student and current employee on an annual basis informing them of the availability of the ASR, which can be found on the University Police website (nkue.edu/securityreports). A physical copy can be requested by contacting the Clery compliance coordinator, Gina Yoon, at (859) 572-5746 or in person at 419 Old Johns Hill Rd., Highland Heights, KY. 41076.

CAMPUS SECURITY ACT LEGAL REQUIREMENTS

Federal Law:
The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is part of the Higher Education Opportunity Act. It requires institutions of higher education that receive federal financial aid to report specific crime statistics on college campuses and to provide other safety information to members of the campus community. The U.S. Department of Education holds enforcement authority for the Clery Act there is a minimum penalty of $55,907.00 for each violation for the regulations that define the reporting requirements.

State:
The Kentucky Campus Safety and Security Act (Minger Act) requires higher education institutions in Kentucky to report crime statistics to current and prospective students and employees, to maintain a daily crime log, to report a fire or threat of fire to the Office of the State Fire Marshal immediately and to issue special reports when there is an ongoing threat to the safety of students and employees. An annual report of campus safety policies, programs and statistics must also be submitted to the Kentucky Council on Postsecondary Education.

Compliance:
NKU University Police has been designated as the entity for ensuring that the requirements of the Clery/Minger Acts are met by the designated CSAs and the university as an entity. Federal laws require university employees that are defined as CSAs to report all crimes and fires of which they become aware.

Geographic Definitions:
Crimes are reported according to the following geographic definitions:

- **On-Campus:** (1) 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 (2) any building or property that is within or reasonably contiguous to paragraph the first paragraph of this definition, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes, such as a food or other retail vendor.

- **Non-Campus Building or Property:** (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution (i.e. privately owned fraternity); or (2) any building or property 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:** All public property including thoroughfares, streets, sidewalks and parking facilities within the campus or immediately adjacent to and accessible from the campus.

- **Reasonably Contiguous:** Refers to a building or property an institution owns or controls that is in a location that students consider to be, and treat as, part of the campus. Generally speaking, it is reasonable to consider locations within one mile from the core or main campus border to be reasonably contiguous with the campus.
## CAMPUS CRIME STATISTICS FOR NORTHERN KENTUCKY UNIVERSITY (HIGHLAND HEIGHTS CAMPUS)

(Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act) Calendar Years 2016-2018

<table>
<thead>
<tr>
<th>OFFENSE (Crimes Reported by Hierarchy)</th>
<th>YEAR</th>
<th>GEOGRAPHIC LOCATION</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2016</td>
<td>2017</td>
<td>2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Murder / Non-Negligent Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Manslaughter By Negligence</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
<td>3</td>
<td>8</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>Fondling</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Incest</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Statutory Rape</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>1</td>
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<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>8</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
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</tbody>
</table>
### Arrests and Disciplinary Referrals Reporting Table

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>On-Campus Property (including Student Housing Facilities)</th>
<th>On-Campus (Student Housing Facilities only)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Arrests:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weapons: Carrying, Possessing Etc.</td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td><strong>Disciplinary Referrals:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weapons: Carrying, Possessing Etc.</td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td></td>
<td>2016</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td><strong>Arrests:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drug Abuse Violations</td>
<td>2018</td>
<td>7</td>
<td>3</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>31</td>
<td>7</td>
<td>0</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>2016</td>
<td>32</td>
<td>16</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td><strong>Disciplinary Referrals:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drug Abuse Violations</td>
<td>2018</td>
<td>18</td>
<td>15</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>34</td>
<td>21</td>
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<td>1</td>
</tr>
<tr>
<td></td>
<td>2016</td>
<td>39</td>
<td>39</td>
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<td>0</td>
</tr>
<tr>
<td><strong>Arrests:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liquor Law Violations</td>
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<td>2</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>19</td>
<td>17</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2016</td>
<td>18</td>
<td>17</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Disciplinary Referrals:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liquor Law Violations</td>
<td>2018</td>
<td>13</td>
<td>13</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td>52</td>
<td>50</td>
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<td></td>
<td>2016</td>
<td>59</td>
<td>58</td>
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</tr>
</tbody>
</table>

**NOTE:** Above statistics for liquor, drug and weapons law arrests and referrals were calculated using guidance from the 2016 Department of Education Handbook. These statistics will be calculated outside of the hierarchy.

### VAWA Offenses Reporting Table

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>On-Campus Property (including Student Housing Facilities)</th>
<th>On-Campus (Student Housing Facilities only)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence</td>
<td>2018</td>
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<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>20176</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2016</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
Reported crimes may involve individuals not associated or affiliated with NKU. Reported crimes may include information received from anonymous reporting. Student housing facility crime statistics are a subset of the on-campus category, (i.e. they are counted in both categories.).

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dating Violence</td>
<td>1</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>2</td>
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<td>0</td>
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</tr>
<tr>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stalking</td>
<td>12</td>
<td>4</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>6</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>0</td>
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<td></td>
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</tr>
</tbody>
</table>

**HATE CRIME STATISTICS**

2018: Two hate crimes, as defined by applicable federal law, were reported to University Police in 2018.

2017: Zero hate crimes, as defined by applicable federal law, were reported to University Police in 2017.

2016: Zero hate crimes, as defined by applicable federal law, were reported to University Police in 2016.

**UNFOUNDED CRIMES**

2018: One unfounded crimes for calendar year 2018.


Unfounded Crimes

If a crime is reported as occurring on campus, in on-campus student housing facilities, in or on non-campus buildings or property or on public property and the reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is considered to be “unfounded.” Only sworn or commissioned law enforcement personnel may unfound a crime after a thorough investigative process.
NORTHERN KENTUCKY UNIVERSITY POLICE AND THE CLERY ACT

The NKU Police Department has been designated by the CSAs and the University as an entity as the entity responsible for coordinating university efforts to meet requirements of the Clery and Minger Acts.

University Police is responsible for:

- Collection of data and statistics for the annual campus security report which includes crime and fire data as required in the Clery and Minger Acts by Oct. 1 of each year
- Preparing and submitting the annual campus security report by Oct. 1 of each year
- Creating and posting the daily crime log (nku.edu/police/crimelog) and daily fire log so they are available to the public
- Reporting any fire that occurs in an on-campus student housing facility
- Distributing the annual campus security report as required by the Clery and Minger acts to NKU’s Office of Marketing and Communications
- Issuing timely warnings and emergency notifications as appropriate
- Posting the ASR on the University Police website (nku.edu/securityreports)
- Compiling and maintaining a list of NKU CSAs in conjunction with the Office of Compliance and Institutional Ethics
- Reporting on the completion of training for CSAs in conjunction with the Office of Compliance and Institutional Ethics

CAMPUS SECURITY AUTHORITY (CSAS)

CSAs are broadly defined for this policy as an official of an institution who has significant responsibility for student and campus activities or monitoring university property or an individual who a student could reasonably believe has this authority or responsibility. Examples of CSAs at NKU include but are not limited to:

- The president, provost, vice presidents, senior vice presidents, vice provosts, deans, department chairs and directors
- Assistant and associate vice presidents and assistant and associate vice provosts
- Resident assistants/advisors
- Athletics employees
- Parking Services employees
- Student Affairs employees
- Office of Fraternity and Sorority Life employees
- Norse Violence Prevention Center employees
- University compliance officer
- Title IX coordinator(s) and deputy Title IX coordinator(s)
- Any employee in a supervisory or management role
- Any faculty member responsible for supervising any activities or programs that include direct contact with students outside the classroom (this includes faculty advisors)
- University Police employees

Exceptions regarding CSAs: When a professional mental health counselor, pastoral counselor and any other licensed counselor is functioning in those capacities, they are not considered to be a CSA. Maintenance, support and clerical staff are not considered CSAs.

CSAs are not responsible for investigating crimes. CSAs are only responsible for reporting crimes by completing the Campus Security Authority Incident Form (nku.edu/police/incidentform) or by calling University Police at (859) 572-5500.
This information is provided to meet the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 and the Kentucky Postsecondary Education Campus Security (Minger) Act of 2000.

Submission of the Campus Security Authority Incident Form does not constitute an official police report and will not result in any further investigation by law enforcement personnel unless the reported act is an immediate threat to the safety or well-being of a student or the university community.

The designation of CSA is not an optional designation. The exceptions are listed as follows.

Exemption definitions regarding CSAs:

- **Professional counselor:** a person whose official responsibilities include providing mental health counseling to members of the institution’s community and who is functioning within the scope of the counselor’s license or certification.

- **Pastoral counselor:** a person who associates with a religious order or denomination, is recognized by that religious order or denomination and someone who provided confidential counseling and is functioning within the scope of that recognition as a pastoral counselor.

Members of the university community are asked to report violations of this policy to the appropriate authorities by contacting the Clery compliance coordinator at (859) 572-5746, the Title IX investigator at (859) 572-7669.

**UNIVERSITY POLICE ENFORCEMENT AUTHORITY**

University Police officers are sworn and state-certified police officers responsible for the full range of law enforcement services. These include but are not limited to: responding to and the investigation of incidents and offenses, medical emergencies, fires, bomb threats, traffic accidents, enforcement of state and local laws and other incidents that require police assistance. University Police is responsible for providing services to NKU’s Highland Heights campus and is accredited through the Kentucky Association of Chiefs of Police.

The director of the Office of Student Conduct, Rights and Advocacy—along with the assistant vice president for student engagement/dean of students, Title IX officers, and the vice president for Student Affairs—coordinates disciplinary action for matters that are violations of university rules.

University Police provides 24/7 protection to NKU’s Highland Heights campus community with an emergency dispatch center, which is staffed 24 hours a day. University Police maintains a close working relationship with all appropriate law enforcement elements of the criminal justice system. Meetings are held with other agencies on both a formal and informal basis.

University police services a community of more than 16,000 student, faculty, staff and visitors with a staff of 23 people. This includes sworn and non-sworn personnel consisting of:

- Chief of police
- One lieutenant
- One detective
- One compliance coordinator*
- Five sergeants
- 13 full-time police officers
- One Full time Community Resource officer**
- One K-9 unit (Arriet) **
- Five state-certified emergency dispatchers
UNIVERSITY POLICE ARREST AUTHORITY

University Police officers receive their law enforcement authority through the provisions of Kentucky revised Statutes 164.950-164.990. All University Police officers have arrest powers, and as such, officers have the right to carry a concealed weapon and to exercise the power of arrest when discharging their duties while in or out of uniform—to discharge their duties on or off campus.

UNIVERSITY POLICE OFFICER JURISDICTION

The University Police’s jurisdiction encompasses on-campus property that includes campus residence halls, buildings and/or facilities; designated non-campus properties and facilities; public property adjacent and accessible from on campus property; and leased, rented or otherwise recognized and/or controlled buildings, spaces and/or facilities. University Police also has jurisdiction or enforcement authority outside of the identified Clery reporting geography—this includes areas and/or properties that are not owned, rented, leased, recognized or otherwise controlled by the university.

*The director of the Office of Student Conduct, Rights and Advocacy along with the vice president for the Office of Student Affairs and Dean of Students, Title IX officer, and the Office of Student Affairs, coordinate disciplinary action for matters that are violations of university rules.

UNIVERSITY POLICE TRAINING

University Police officers are trained according to Kentucky Law Enforcement Council standards which apply to all peace officers in Kentucky. Certification requires that each officer must successfully complete 800 hours of basic training at a school certified by the Kentucky Law Enforcement Council. University Police officers go through the Department of Criminal Justice Training (DOCJT) Police Academy in Richmond, Kentucky.

Each officer completes a 14-week, in-house field training program. Training includes firearms, defensive tactics, law, evidence collection and traffic accident investigation among other topics. Officers also attend a minimum of 40 hours of in-service and specialized training in a variety of subjects to ensure competency in law enforcement, security and safety areas.

In addition, each officer receives periodic in-house training in CPR, first aid, firearms, hazardous materials, blood borne pathogens, health and counseling and other related topics. Training also includes department and guest lecturers, select seminars, training, webinars and roll-call information sessions relating to civil law, federal law, the Clery Act and campus security authority, Title IX, sexual assault and gender violence response and investigation, trauma informed investigation, public relations, inclusivity, interpersonal communication, crisis intervention, critical incident response and incident command system, emergency operations and other related topics.

EMERGENCY DISPATCH TRAINING

All full- and part-time University Police dispatchers are certified and trained according to Kentucky Law Enforcement Council standards. They attend the same basic training academy as other emergency dispatchers in the Commonwealth of Kentucky. Certification requires that each full-time dispatcher must successfully complete 200 hours of basic training at the Department of Criminal Justice Training (DOCJT). Certification further requires a minimum of eight hours of annual in-service and specialized training. Dispatchers receive instructions on a variety of subjects including cultural awareness, dispatching for critical incidents, human trafficking and fire/hazmat incidents. Each dispatcher completes an eight-week, in-house field training program where they become familiar with university specific systems including fire alarms, call boxes, video monitoring system and emergency mass notification system.
University Police maintains a close working relationship with local, state and federal law enforcement agencies. Officers meet their counterparts from northern Kentucky and the Greater Cincinnati area, Kentucky State Police, the FBI, postal inspectors, ATF and the Secret Service regarding common crime problems and criminal activity on and near campus. Crime-related reports and statistics are also exchanged with Highland Heights Police, Williamstown Police and contiguous Kentucky State police departments to monitor and record criminal activity which may involve students at off-campus locations. By agreement with these agencies, University Police responds to situations at off-campus locations when requested by the agencies. These agencies will also respond to campus at the request of University Police.

**MOUs: Written Memorandums of Understanding with Local Law Enforcement Agencies**

There are written agreements or Memorandums of Understandings (MOU) between University Police and the local Campbell County law enforcement agencies. Current agreements specifically address the response and investigation of alleged incidents of sexual assault, relationship violence and crime scene investigations.

**Reporting to Law Enforcement**

NKU encourages crime victims, witnesses or anyone who learns about a crime to report the crime or emergency accurately and promptly to University Police. If you are off campus, you are encouraged to contact local law enforcement or, if in emergency, dial 911. Every report made to University Police is reviewed to determine whether a follow-up investigation is required, whether a timely warning or emergency notification to the NKU campus community is warranted and whether the incident qualifies as a Clery-reportable event for the ASR.

University Police is located at 415 Old Johns Hill Rd., Highland Heights, KY 41076, and can be reached 24 hours a day. If in an emergency, dial 911 or (859) 572-7777 to be connected to University Police’s Emergency Dispatch Center.

When calling 911 from a campus phone, you will be connected to the University Police Emergency Dispatch Center. If on campus and calling 911 from a cell phone, your call will be connected to the Campbell County Consolidated Dispatch Center. Once you identify that your emergency is on NKU’s campus, you will be connected to University Police’s Emergency Dispatch Center for assistance.

**Important Numbers**

For on-campus emergencies (police, fire, or medical):
- Dial 911 from a campus or mobile phone.
- Dial (859) 572-7777.
- Use one of the emergency call boxes located throughout campus.
- Use the emergency intercom system located in the building elevators.

For on-campus or off campus non-emergency calls:
- Dial (859) 572-5500

For off-campus emergencies:
- Dial 911 from a hardwired phone.
- Dial 911 from a mobile phone.

For Grant County Campus:
University Police does not respond to emergency calls at the Grant County campus and encourages faculty, staff and students to report any immediate threats to Williamstown Police Department by dialing 911 or, for non-emergency calls, dial (859) 824-3353.
THE K-9 CONNECTION TO COMMUNITY PARTNERSHIPS

K-9 Arrit is a 7-year-old German Shepherd who came to the university approximately five years ago on a Homeland Security grant. K-9 Arrit and his handler, Officer John Murray, have a broad role they play not only here at NKU but in the region.

Here on campus, K9 Arrit and Officer Murray do various education presentations. They also walk through campus buildings, interact with the public and search buildings on patrol or prior to large events, basketball games and political events, ensuring safety in the environment for students and guests of the university.

In the tri-state region, K-9 Arrit and Officer Murray are called upon to assist other agencies. These calls can be to assist in searching school threats and dignitary visits, or to assist with searching for the various professional sports teams.

In doing this, they build relationships and network with other departments. This is valuable in today’s society, as these resources from various agencies can be critical in a major event.

Campus Security Authority Reports

Campus Security Authorities (CSAs) should report crimes in progress by immediately dialing 911. If a crime is not in progress, crimes still need to be reported accurately and promptly to the University Police website (nkue.edu/police/incidentform).

If you find yourself questioning if an incident is reportable or if you should report an incident, side with caution by by submitting a CSA report form. Once you report the incident, you have fulfilled your responsibility as a CSA. Your report could make a difference. Providing the information helps officials decide if a timely warning or emergency notification needs to be sent out to the campus community, which, in turn, could help prevent another person from being victimized.

Voluntary /Anonymous Reporting

University Police does not have a voluntary confidential reporting policy. CSAs are required to report crimes of which they become aware. NKU encourages all victims or witnesses of a crime to file a report with University Police. Community members can report criminal or suspicious activity anonymously by either calling the University Police emergency dispatch center at (859) 572-5500 or by using the Crime Tip Form (nkue.edu/police/crimetips). If a crime is in progress, contact law enforcement by dialing 911.

Confidential Reporting

Students may make confidential reports to pastoral counselors and/or certified counselors assigned to the counseling center. Pastoral counselors and certified counselors in their capacity and function do not make identifiable reports of incidents to the official on-campus resources unless the student specifically requests them to do so. However, the university encourages counselors, if and when they deem it appropriate, to inform students they can report incidents of crime to University Police—which can be done directly or anonymously through the facilitated anonymous reporting process as outlined below. Students may request a pastoral counselor or a certified counselor in the NKU Health, Counseling, and Student Wellness Center to facilitate anonymous reporting using an internal form designed to capture general details about the incident (date, time, location and brief description of the incident type) for inclusion in the ASR. This form can be found on the University Police website (nkue.edu/police/incidentform).

Most reports are public records under state law. University Police cannot hold reports of crime in confidence. When a dangerous threat to the university community arises, timely warnings will be issued by means including but not limited to: email announcements, text messages, voicemail messages, flyers or other appropriate means. Confidential
Crime Tips
Anyone may report a crime or criminal activity to University Police by calling (859) 572-5500 or by using the Crime Tip Form located online (nku.edu/police/crimetips). The Crime Tip Form should not be used in emergency situations. For emergencies, call 911 or (859) 572-7777. While anonymous reporting is available by this limited means, the university’s ability to investigate and appropriately address allegations. Crimes reported confidentially to the counseling center or pastoral counselors are not disclosed in the university’s crime statistics or reporting processes unless those crimes are reported to University Police through the facilitated anonymous reporting process. University Police investigates all criminal activity, vehicle collisions, missing persons and other traditional police concerns as they pertain to the university community.

Timely Warnings
Timely warnings are designed to provide notification regarding certain crimes which present a serious and continuing threat to the campus community. The occurrence of Clery reportable crimes on campus or on non-campus property immediately adjacent to or accessible from campus may trigger a timely warning. Such crimes include:

- Criminal homicide (murder, non-negligent manslaughter or manslaughter by negligence)
- Sexual assault (including rape, fondling, incest and statutory rape)
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Hate crimes (as defined by the FBI UCR handbook)

In order to trigger a timely warning, the crime in question must present a serious and continuing threat to the campus community. University Police will examine the facts surrounding each eligible crime to determine, on a case-by-case basis, if such a threat exists. Factors to be examined include but are not limited to:

- The nature of the crime;
- The continuing danger to the community; and
- The risk of compromising law enforcement efforts.

If deemed appropriate, a timely warning will be issued to allow community members to take steps to protect themselves. Timely warnings also seek information that may lead to the arrest and conviction of the offender.

On the Highland Heights campus, the chief of police, or designee, is responsible for preparing timely warnings. Information for timely warnings may come from other law enforcement agencies or other offices. While every attempt will be made to distribute the alert as soon as possible after an incident or series of incidents is reported, the release is subject to the availability of accurate information concerning the incident(s). A determination will then be made regarding the existence of an ongoing threat to the community.

University Police makes every effort to properly classify a criminal incident when issuing a timely warning. However, upon further investigation and analysis, it may be determined that an incident for which a timely warning was issued did not ultimately fall within the definitions of Clery-reportable crimes. Therefore, some incidents for which timely warnings were issued may not be included in the crime statistics provided by NKU’s ASR.

Timely warnings must be communicated in a way likely to reach the entire community. University Police will work in conjunction with the vice president for Student Affairs to disseminate timely warnings. Warnings will be disseminated primarily using the NKU Flash and NKU Student Flash email list servs. Warnings will also be posted online (nku.edu/police/timelywarnings).

Timely Warnings will include (subject to availability):

- A summary of the incident
• Possible connection to previous incidents (if applicable)
• Physical description of the suspect (if available)
• Actions taken by police officials in response to the crime(s)
• Crime prevention, personal safety or other community safety resources, tips or action items

University Police may withhold timely warnings, or information in timely warnings, if providing that information could compromise law enforcement efforts. Additionally, timely warnings may be updated if new or more accurate information becomes available.

Crime Awareness Bulletin

University Police recognizes that some instances or crimes not triggering a timely warning can be addressed through similar means. When circumstances warrant, University Police may release a crime awareness bulletin to inform the community to a particular string of incidents, such as a string of thefts or car break-ins. The intention is to bring about awareness and inform the community of particular incidents with the ultimate goal of preventing further occurrences. The crimes reported in such bulletins are not subject to timely warning mandates. Dissemination of such bulletins will be considered on a case-by-case basis.

Grant County Campus

The offices of Grant County Center are responsible for preparing and distributing timely warnings for that campus via email blast to their faculty, staff and students.

EMERGENCY NOTIFICATION PROTOCOL

The purpose of this protocol is to guide the university in the authorization and issuance of messages via its emergency notification channels. These channels of communication can be used during emergencies or situations in which the campus is in imminent danger and individuals should take immediate safety precautions. They can also be used to notify the community of closures, delays, utility failures or other events which cause a significant disruption of campus services.

This protocol provides a projection of emergency notification needs and anticipated responses. The protocol is not a replacement for good judgment and leadership in times of crisis. Further, it is not intended to be a set of all-inclusive instructions for responding to an emergency, as each situation will differ and individually accounting for the innumerable variables involved is not realistic.

Note: Decision making for winter weather-related closures occurs through a separate process, and notification is initiated as soon as possible following a decision.

Communication Channels

For the purposes of this protocol, the following communication channels will be considered as part of the university’s emergency notification system:

• Norse Alert: A multi-modal alert and notification system provided by Rave Mobile Safety. Alerts generated within the system can be sent via SMS, telephone (voice), email and social media. University Police is responsible for sending Norse Alerts.

• Federal Signal Public Address and Siren System: This system consists of outdoor warning sirens and indoor loudspeakers capable of broadcasting alert tones along with preprogrammed messages. The system is also capable of broadcasting live voice warnings via a microphone located on the base stations at University Police dispatch, maintenance and operations and the power plant. University Police is responsible for activating the public address and siren systems.

• Email: Emergency notifications can be sent to official nk.edu email addresses via the nkuflash and nkustudentflash listservs. In the event email is unavailable, communications will continue on official NKU social media channels. The Office of Marketing and Communications is responsible for email notification.

• NKU homepage: Emergency notifications and messages can be posted at nk.edu. The Office of Marketing and Communications is responsible for notifications on the NKU homepage.
• **Official NKU social media accounts:** Warnings sent via Norse Alert can be communicated on official NKU social media channels including Twitter and Facebook. The Office of Marketing and Communications is responsible for notifications made via official NKU social media accounts.

**Intended Use**

Emergency notifications will occur upon confirmation of a dangerous situation that poses a threat to safety on NKU’s campus. Such situations include:

- Active shooter
- Fire
- National Weather Service-issued tornado warning for Campbell County, Kentucky
- Hazardous materials release
- Presence of an explosive device

Emergency notification may be delayed if it will compromise the efforts of first responders to contain and/or resolve the situation.

As noted previously, components of the alert system can also be used to notify the community of closures, delays, utility failures or other similar events that may not be immediately life threatening.

**CONFIRMATION OF DANGEROUS SITUATIONS**

Dangerous situations may be confirmed in a variety of manners—depending on the type of situation.

**Weather**

Tornado warnings are considered to be confirmed when the National Weather Service issues a tornado warning for Campbell County, Kentucky.

**Crime**

Crime-related situations will be considered confirmed upon observation by a police officer or by a credible report from another police agency. If a citizen or community member reports a situation in which harm is actively occurring, waiting for confirmation from an on-scene police officer may cause unnecessary delay. In such cases, the on-duty police dispatcher will immediately notify the chief of police or designee. Available information will be reviewed and the chief of police or designee will determine if sufficient information exists to immediately initiate emergency notification.

**Other**

Other situations can be confirmed by established authorities with expertise related to the emergency. Examples include: Campbell County Emergency Management, Central Campbell Fire Department and Northern Kentucky Health Department.

**AUTHORIZATION OF EMERGENCY NOTIFICATIONS:**

The authorization process for emergency notifications will vary. The immediacy of threat-to-life safety and the time before that threat commences will dictate the approval process for notifications.

- Confirmed events which require immediate action to reduce a threat-to-life safety require authorization from the on-duty police supervisor or other higher ranking police official. Example: Police officers respond to a report of a fight. Upon their arrival, a suspect brandishes a weapon and fires several shots before fleeing the scene.

- Confirmed events which may pose a threat to the community but are not actively life threatening require authorization from the chief of police in consultation with the vice president for Student Affairs. Example: A neighboring police department responds to a report of an armed bank robbery in close proximity to the university’s boundaries. The suspect has fled the scene, and their whereabouts are unknown.

- Unconfirmed events will trigger an emergency notification when, in the judgment of the chief of police or designee, available information is sufficient to suggest that an event is likely to be active, harmful and life threatening. Example: Multiple callers to the
dispatch center have reported the sound of gunshots and screaming in an academic building.

The Federal Signal Public Address and Siren System may be activated by a police dispatcher without further authorization during National Weather Service-declared tornado warnings for Campbell County, Kentucky. The dispatcher will also sound the all-clear message when the tornado warning has been lifted.

STATUS UPDATES AND ALL-CLEAR MESSAGES

Status updates will be sent, as appropriate, as situations evolve and new information is available. Follow-up messages will be sent in accordance with the provisions of this protocol. All-clear messages will be sent, as appropriate, when an emergency has been resolved.

All-clear messages will also be sent, as appropriate, if notification was delayed to allow first responders to contain and/or resolve a situation. Such instances include scenarios where an emergency was resolved before emergency notification was initiated.

MISSING STUDENT NOTIFICATION

It is the policy of the university to provide all students residing in on-campus housing the option of identifying an individual or individuals to be contacted by the university in the event that the student is determined to be missing for a period of more than 24 hours. This confidential missing persons contact, also referred to as confidential contact person, for residential students is in addition to general emergency contact information collected by the university. The policy does not restrict NKU from making notifications earlier than noted if deemed necessary. Official determination that a student is missing is made by the investigating police department.

Confidential Missing Persons Contact Information

- All students, regardless of age, who reside in on-campus housing, will have the option to identify a confidential contact person or persons to be contacted in the event that the student is reported missing. The student may identify the same person for both the general emergency contact person and as their confidential contact person.
- Students can list multiple confidential contact persons.
- Students who wish to identify a confidential contact person(s) may do so through the Office of University Housing.
- Confidential contact information is strictly for missing person purposes and shall be accessible only by authorized campus officials identified in this policy.
- The confidential contact information will only be shared with police personnel in furtherance of a missing person(s) investigation.
- Students shall be given the opportunity to register confidential missing persons contact information at the time of application for on-campus housing. This information can be updated at any time by contacting the Office of University Housing.
- Confidential contact information must be kept separately from general emergency contact information.
- If a student under the age of 18 has been determined to be missing, the university shall notify both the student’s custodial parent or guardian and the student’s confidential contact person within 24 hours that the student is missing (in no required order).

Authorized Campus Officials

The following campus officials can access a student’s confidential missing persons contact information: assistant vice president for Student Engagement/Dean of Students; director and assistant/associate director of University Housing; employees of the Office of Student Conduct, Rights, and Advocacy; and Residence Hall Directors.

Note: Such information can only be accessed in conjunction with a missing person(s) investigation and shall only be disseminated to police.
Procedures:

- If a member of the university community has reason to believe that a student who resides in on-campus housing is missing or receives a report of a missing student, he or she shall immediately notify University Police at (859) 572-5500. Upon receipt of missing student information, University Police will analyze the credibility of the report and initiate a preliminary investigation to determine whether the student is missing.

- If University Police determines a student to be missing, they shall notify the student’s confidential contact person(s) within 24 hours. If the student has multiple contacts, the order of contact is determined by University Police. If a student has registered multiple contact persons and the first person contacted confirms that the student is not missing, the institution must contact each additional contact person unless the student in question has made contact with University Police.

- If the missing student is under the age of 18 and not emancipated, and it has been determined that the student is missing, the university shall notify both the student’s custodial parent or guardian and the student’s confidential contact person (in no required order) within 24 hours. If not previously done, this contact is required to be made once 24 hours has elapsed from the time the student was determined to be missing.

- If not previously done, University Police will notify the following entities once 24 hours has elapsed from the time the student was determined to be missing:
  - Local law enforcement;
  - Vice president for Student Affairs
  - Dean of students

This policy contacts the official notification procedures of the university for missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act (HEOA). This policy can be viewed online (nku.edu/police/disclosure).

ADDITIONAL NOTIFICATION RESPONSIBILITY

NKU professional staff are informed of their responsibility to share alert information with their sponsored visitor and/or guests. Conference Services staff are instructed to inform conference attendee camp counselors and/or directors/leaders of alerts, and alert posters may be posted in areas or residence halls where conference or camp attendees are visiting and/or occupying. Conference Services staff are provided training on the University’s Sexual Misconduct Policy and reporting requirements to the Office of Title IX and University Police.

DAILY CRIME AND FIRE LOG

University Police maintains a Daily Crime and Fire Log. The most recent 60-day period is open for public inspection during normal business hours at University Police located at 415 Old Johns Hill Rd., Highland Heights, KY, 41076. The log is available on the University Police website (nku.edu/police/crimelog). The Daily Crime and Fire Log contains the following information:

- All crimes occurring on Clery Act geography. Information includes the nature of the crime, date, time and general location of each crime, and the disposition (if known).

- The fire log entries include any fire that occurred in an on-campus student housing facility, including the nature, date, time and general location of each fire.

The Daily Crime and Fire Log does not contain any personally identifiable information about a victim.

Information in the log is not required to be disclosed when there is clear and convincing evidence that the release of such information would jeopardize an on-going criminal investigation or the safety of an individual; that may cause a suspect to flee or evade detection; or that could result in the destruction of evidence. In any of these cases, the information may be withheld until that damage is no longer likely to occur following the release of such information.
SEX OFFENDER REGISTRY AND ACCESS TO RELATED INFORMATION

The Federal Campus Sex Crimes Prevention Act, enacted on Oct. 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

Under Section 121 of the Adam Walsh Child Protection Act of 2006, information regarding registered sex offenders who are subject to community notification may be obtained from the Kentucky State Police. The Kentucky State Police Sex Offender Registry 78 (SOR) is located online (kspsor.state.ky.us). This website provides sex offender registration information to the public through this website. The intent of this site is public safety and awareness. This database is made available to alert possible victims of potential danger, not to punish or embarrass offenders.

Information regarding registered sex offenders who are affiliated with the university may be accessed online (nku.edu/police/sexoffenders).

EMERGENCY PREPAREDNESS OVERVIEW

Emergency preparedness at NKU is managed by the director of safety and emergency management. Emergency operations planning at NKU means preventing, preparing for, responding to and recovering from any and all emergencies that could affect NKU and local communities. It means having a comprehensive plan extending from all levels of emergency personnel down through the individuals that make up our community to prevent situations that cause emergencies. It means preparing people on the procedures to follow—should a crisis occur. It means having a well-collaborated response approach from university and local officials and state and federal agencies to effectively mitigate any crisis. It means being ready and able to recover quickly from emergency events in order to keep the operations and business continuity of NKU moving forward.

INCIDENT RESPONSE TEAM (IRT)

All emergency incidents occurring on campus or impacting the university campus community will be managed using the NKU Emergency Operation Plan (EOP). The EOP design is based on the Incident Command System (ICS) and the National Incident Management System (NIMS) as outlined by federal and state agencies.

The EOP is the established protocol for managing all emergencies. University Police, Marketing and Communications, IT and Facilities Management, along with other university departments and the emergency services organizations, play an essential role as the first line of defense in most incidents. When responding to an emergency or disaster, the university will make full use of its facilities, equipment, supplies, personnel, and resources. The university president, as chief executive, has the authority to declare an emergency and delegate authority to the IRT. Incident command is established when an authorized individual (usually a University Police officer or supervisor, fire chief, police officer) is onsite and communicates their authority with all personnel involved.

If a situation arises on or around campus that could potentially threaten the health or safety of university community members, senior officials of the university, members of IRT and members of University Police are notified as outlined in the EOP.

NKU police officers, supervisors and administrators are trained in crisis response and have the authority to take immediate action in response to an imminent crisis, using the EOP and departmental procedures as a guideline.

These actions may include:

- Deployment of additional University Police officers
- Engagement of law enforcement officials
- Summoning of local, county or state emergency management officials
- Enhanced patrol of the campus
- Closing of roads and entrances onto campus
- Securing of campus buildings and residence halls
- Evacuation of campus buildings and residence halls
There is one Incident Commander (IC) for an incident. When more than one jurisdiction or one agency is involved, a unified command structure will be established. Command for Level 1 and Level 2 emergencies, as defined in the EOP, will typically function from an incident command post (ICP). Certain "triggering" conditions may dictate a broader institutional response. This broader response will be managed from an Emergency Operations Center (EOC) by the IRT.

When an EOC is activated, the IRT will assume a management, direction and coordination role over the institution’s response and recovery. The IRT will act as an umbrella organization that brings together all of the elements necessary to support the incident and maintain ongoing operations. Incident command, or unified command, shall be moved to the EOC when activated.

The EOP organizational structure consists of two groups: the executive team and the IRT. The executive team members are the policy decision-makers and include the president and senior staff. The IRT include key department heads from organizations throughout the institution. The members of IRT are institutional emergency resources; they are not persons who community members should report crimes to.

The two teams’ composition is as follows:

**Executive Team**

- President
- Senior vice president, Administration and Finance
- Provost & executive vice president for Academic Affairs
- Vice president, Legal Affairs & General Council
- Vice president, Student Affairs
- Vice president, University Advancement
- Vice president, Enrollment and Degree Management
- Senior director, Human Resources
- Director, Intercollegiate Athletics
- Chief financial officer
- Senior advisor for Inclusive Excellence

**Incident Response Team**

- Director, Safety and Emergency Management
- Chief, University Police
- Assistant vice president, Facilities Management
- Lieutenant, University Police
- Assistant vice president, Marketing and Communications
- Director, University Communications
- Director, Public Relations
- Director, Marketing Strategy
- Vice provost, Undergraduate Academic Affairs
- Vice provost, Graduate Education, Research and Outreach
- Vice president, Enrollment & Degree Management
- Assistant provost, Special Projects
- Assistant vice president, Government, Corporate and Foundation Engagement
- Associate project manager, D&CM
- Executive director, Center for Global Engagement and International Affairs
- Senior associate athletic director, Business and Finance
- Chief financial officer/treasurer
- Comptroller
- Director, Procurement Services
- Assistant director, Procurement Services

**IMMEDIATE OR EMERGENCY NOTIFICATION, EMERGENCY RESPONSE AND EMERGENCY MASS NOTIFICATION SYSTEM (EMNS)**

The immediate notification capability of the emergency mass notification process is designed to assist the
university in determining the content of the notification and initiating the notification system without delay—taking into account the safety of the community—unless issuing a notification will, in the professional judgment of responsible institutional authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency situation/incident.

The chief of police, or a University Police designee or CERT designee, may initiate the university’s emergency mass notification processes during extremely violent or hazardous incidents that pose immediate danger or threat to the health and safety of campus community members wherein University Police personnel need to notify campus community members immediately in order to reduce the likelihood of casualties or injuries.

Immediate notification to the campus about a confirmed seriously violent or extremely hazardous incident or dangerous situation involving an immediate threat to the health and/or safety of students or staff occurring on the campus or near the campus can be accomplished through a variety of communications methods, but the use of the emergency cell phone text/voice messaging, all campus email and/or alert siren would be seen as the most common and quickest form of communications under these circumstances. Confirmation typically involves the response and assessment of University Police officers, University officials, local police or emergency responders. As previously stated, notification will occur for these types of incident situations as described unless the notification will compromise efforts to assist a victim(s) or contain, respond to or otherwise mitigate the emergency.

In the event of an emergency, an effective campus-wide communications process is vital in order to provide the greatest safety possible for the campus community. As part of its EOP, the university has adopted a formalized procedure for issuing emergency alerts to the campus community. When on-duty University Police officers become aware of a situation that may warrant the issuing of an emergency alert, the on-duty officer confirms—through response, investigation, or collaboration with emergency responders—that there is a significant emergency and then immediately contacts the chief of police, who quickly evaluates the situation to determine if an alert is warranted, the content of the notification message and the appropriate segment or segments of the campus community who will receive the notification. In situations where an imminent threat is present, the chief of police or a University Police designee has the ability and authority to issue an alert without delay and without further consultation with any other university official.

In situations lacking the presence of an imminent threat, the chief of police or a University Police designee consults with the Vice President of Student Affairs, and/or other members of the Campus Emergency Response Team (CERT) prior to an alert being issued. The university, based on the judgments of members of University Police and CERT will endeavor to immediately notify the campus community (or appropriate segments separately and distinctly impacted) upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on or near the campus. A threat is imminent when the need for action is instant, overwhelming and leaves no moment for deliberation. Such situations may include but are not limited to: a hazardous materials incident requiring sheltering in place or evacuation, an active shooter on or near campus or a shooting incident on or near the campus. Follow-up notices/communications will be provided as necessary during an active incident and may be provided by the chief of police, University Police designee or a CERT member. When a threat is neutralized or effectively removed, campus community members will be appropriately informed via all or some of the aforementioned communications methods.

When the emergency mass notification system (EMNS) is activated using the siren, email and cell phone text/voice messaging, university officials will notify campus community members of the emergency situation, its exact location and will most likely request community members to protect themselves by evacuating the affected area if it is safe to do so and/or by employing the “shelter-in-place” concept. University Police, local police and emergency responders as well as select university officials are also alerted via text messaging of any actual on-campus emergency that poses a threat to campus and/or the immediate local community.

University authorities may instruct campus community members to “shelter-in-place” if a condition exists that is potentially life threatening and has an immediate threat to the health and personal safety of the campus community. Immediate threats would include but are not limited to:
active shooter incidents, mass acts of violence, tornadoes, terrorist attacks or hazardous materials incidents.

How to Shelter-In-Place:

- If you can safely evacuate a potentially dangerous or hazardous situation, do so immediately. If you cannot safely evacuate and you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel.

- Locate a room to shelter inside. It should be an interior room, above ground level and without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.

- Shut and lock, if possible, all windows (tighter seal) and close exterior doors. Doors and windows may need to be barricaded (if possible).

- Turn off air conditioners, heaters and fans.

- Close vents to ventilation systems as you are able.

- Make a list of people with you and ask someone to call University Police to inform them where you are sheltering.

- Turn on a radio or TV and listen for further instructions.

- Make yourself comfortable.

Off-Campus Emergencies:

University Police officials often receive emergency information from the Campbell County Consolidated Dispatch Center regarding incidents in Campbell County that could imminently impact the safety of the NKU community. When appropriate, University Police notifies the campus community of off-campus threats that could also represent a serious or continuing threat to students, employees and visitors.

EMERGENCY MASS NOTIFICATION SYSTEM (EMNS) TESTING AND REGISTRATION:

EMNS will be tested each academic semester to ensure that all systems are working properly and that emergency managers maintain a working knowledge of the system. These tests will also be educational moments for the campus community to remind them that this system does exist and that it is a working and functioning system that they can rely on. Information is shared with the campus community related to the campus’ emergency response and evacuation procedures in conjunction with at least one of the annual EMNS test notifications.

Students, staff and faculty are informed of the university’s EMNS program and evacuation processes annually during training and through written notification. This includes dissemination of information about how to respond during the activation of the EMNS in response to a significant incident on campus or within the immediate area of the campus that potentially directly impacts the safety of campus community members. These information sessions have been built into first-year orientation, residence life student staff training and new employee/faculty orientations. Additionally, EMNS posters are posted in classrooms and public areas throughout campus. These posters provide quick actions for community members to take in the event of an EMNS activation, including shelter-in-place actions, etc. The University Safety and Emergency Management personnel test evacuation procedures for all residence halls at least once each semester as part of the fire drill and safe evacuation programs.

The EMNS processes are tested once each semester – including the activation of the alert siren and phone/text/email messaging systems. These tests are usually announced tests, but they may be unannounced.

All student, faculty and staff emails are automatically loaded into the phone/text/email system. Additional information to be used for Norse Alert is optional. Students, faculty and staff must register through Norse Alert on myNKU:

- Log onto myNKU, and select Norse Alert tab.
- Under Update Settings, add your cell phone number (with area code) and other numbers that you wish to add.
If you do not receive the EMNS notification, it shows you are not in the system and should sign up if you want to receive future notifications. The university's means of communicating during an emergency situation includes the following, although not all of these methods are always employed. The communications method used would depend on the type of emergency:

- Cell phone text/voice messaging
- Alert siren
- All campus email alerts
- Voicemail
- Computer instant pop-up emergency screen messages
- Emergency website, Facebook and Twitter accounts
- Telephone trees
- Public media (TV, radio, news websites)
- Fire alarm system notification
- Public address system from siren and from University Police vehicles
- Flyers posted throughout campus
- Direct on-foot and in-person notifications

**EVACUATION PROCEDURES**

University Police shall be responsible for the safe evacuation of all persons utilizing the university's facilities in the event of natural disasters, civil disturbances and active threats. The level of necessity will determine the response by University Police. If large-scale events occur that are beyond the resource capabilities of University Police and the university, officials will request assistance from outside emergency resources such as the Highland Heights Police, Central Campbell County Fire Department, Kentucky State Police, Campbell County Emergency Management and/or state departments of emergency management. The need to implement evacuation from a campus building or the entire campus shall be based upon information received or furnished to NKU.

The information may be in the form of instructions or advice from the Campbell County Emergency Management, the Governor’s Office or other officially recognized agency. Full or partial evacuations may be necessary as a protective action to reduce campus community members’ exposure to a hazard. Protective actions reduce time of exposure, create distance or provide shielding from a specific hazard. Hazards that may require an evacuation include:

- Fire
- HAZMAT release
- Bomb threat or suspicious device/package
- Hostile intruder
- Massive utility failure
- Severe weather conditions
- Hazard that renders facilities uninhabitable
Exercise of Judgment and Contingencies
The actions described are basically standard by nature. When situations arise for which the procedures to be followed are not fully prescribed in the university’s EOP, responsible personnel will be expected to exercise good judgment, make appropriate decisions and provide any support necessitated by the situation.

As part of the decision-making process relative to an evacuation, the evacuation must be able to be completed well before the arrival of a hazard. When there is little-to-no warning time, a shelter-in-place decision/order may be more appropriate. Additional factors to consider beyond warning time when deciding on whether or not to evacuate include:

- Size and geographical area affected
- Population density of the surrounding area
- Capacity and condition of the road network
- Checking if sufficient transportation resources are available – college transportation, public transportation and private transportation
- Availability of safe alternatives
- Ability of campus facilities to provide shielding from the hazard
- Ability of facilities to support the population
- Local considerations and local police and emergency resources support

Scope of an Evacuation
The scope of an evacuation can include a single building, a group of buildings, and/or a large geographical area. The scope could go beyond the borders of the institution, and/or the university may be impacted by an evacuation initiated by the local authorities. Size and scope considerations must be included in the overall decision-making process.

Building Evacuation:
- All building occupants are required to evacuate when the fire alarm sounds or upon the order of an authorized university official, such as a University Police officer.
- If time permits, stabilize lab procedures, turn off stoves and ovens and unplug or disable any device that could make a dangerous situation even worse.
- Move to the closest exit and proceed down the exit stairwell in a safe and orderly manner. Take personal belongings with you. Do not use elevators.
- Remain at least three 300 feet outside of the building and await further instructions. Keep roadways open, and beware of approaching emergency vehicles. Notify emergency responders of anyone trapped, especially anyone with a physical disability.

Large-Scale Campus Evacuation:
- If evacuation of part or all of the campus is necessary, monitor text message/voice alert system, email, and the university’s website for additional information.
- Those in need of transportation will be directed to areas to await transport to an off-campus site.

TESTING, EXERCISE PREPAREDNESS DRILLS AND TABLETOP EXERCISES
In accordance with the institution’s EOP, NKU will use these procedures and plans for testing emergency notification, response and evacuation.

IRT will perform periodic tabletop exercises in order to practice the implementation of the campus EOP and supplement emergency policies and procedures and to assess and evaluate emergency plan capabilities. Additionally, divisional and department level exercises are regularly initiated to train staff personnel on emergency operations. The director of Safety and Emergency Management will be responsible for scheduling and conducting these tabletop exercises. As a minimum, one exercise per academic year will occur. Local emergency
responders and Campbell County Emergency Management may be invited to participate along with university officials.

**After-Action Reports of Tests/Exercises**
After-action reviews will be conducted following each test and/or exercise that documents the test/exercise, provides a description for each test/exercise, the date, time and whether the test was announced or unannounced.

**General Residence Hall Fire Safety**
All of Northern Kentucky University’s on-campus residential student housing facilities are completely covered by integrated automatic sprinkler and fire alarm systems, which are monitored 24 hours a day, seven days a week by the University Police Dispatch Center. All required life-safety equipment including portable fire extinguishers, emergency lighting, emergency exit signs, fire-rated doors and stairways and emergency phones are inspected on a regular basis to ensure that these systems are in working condition. Fire alarm systems are tested annually by a licensed contractor. Automatic sprinkler systems, including all valves, flow alarms and fire pumps, are tested annually by personnel from the Kentucky Fire Marshal’s office.

Each resident is given a copy of the Residence Halls Guidebook for Residents, which includes information on fire safety and what appropriate action to take during a fire alarm or fire emergency. All dormitory rooms connected to an interior hallway have an emergency evacuation map installed on the inside of the front door. Fire drills are conducted each semester by the Safety and Emergency Management.

**FIRES SHOULD BE IMMEDIATELY REPORTED TO THE UNIVERSITY POLICE.**
If a member of the NKU community finds evidence of a fire, even if extinguished, the community member should immediately notify University Police to investigate and document the incident. For example, if a housekeeper finds evidence of a fire in a trashcan in the hallway of a residence hall, they should not touch the trashcan and should report the incident to University Police immediately and wait for an officer’s response.

Fire alarms alert community members of potential hazards, and community members are required to heed their warning and evacuate buildings immediately upon activation. Use the nearest stairwell and/or exit to leave the building immediately. Do not use the elevator. Community members should familiarize themselves with the exits in each building. University Police can work with other university offices to levy fines and penalties upon individuals who fail to evacuate a building promptly – but a more important reason for evacuating is for safety!

University Police publishes this fire safety report as part of its annual Clery Act Compliance document, via this annual report, which contains information with respect to the fire safety practices and standards for NKU. This report includes statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire and the value of the property damage caused by a fire. The compliance document is available for review 24 hours a day on the University Police website. A physical copy may be obtained by making a request to Safety and Emergency Management (859) 572-6522 or by visiting in person at MA 134.

**Procedures for Students and Employees in the Event of a Fire:**
Find nearest pull station and sound central alarm, call 911 or contact University Police directly at: (859) 572-7777.

- Shut all doors and windows in the vicinity of the fire.
- Leave the building through the nearest exit.
- Do not use the elevators.
- Do not run.
- If there is smoke in area, keep low to the floor.
- Try to exit the room, feel the doorknob:
  - If it is hot, do not open the door.
  - If the doorknob is not hot, brace yourself against the door and crack it open.
  - If there is heat or heavy smoke, close the door and stay in your room.
• Don’t panic.

• Seal up the cracks under the door with sheets or towels.

• If there is smoke in the room, crack the windows at the bottom and at the top, if possible, to allow for ventilation. Hang a sheet or towel from the window to announce that you are in your room.

• Call University Police (859) 572-7777. Be sure to give your room number and your location.

• If you can exit the room, put on shoes and, if necessary, a coat. If smoke is evident, get a wet towel to cover your face.

• Close all doors.

• If you are blocked by fire when exiting a building, go to the safest fire-free area or stairwell. If a phone is available call University Police or find a window and signal that you are still in the building.

Student Residence Hall Fire Evacuation Procedures in the Event of a Fire:

• The fire alarm system should be used to evacuate a building(s) if there is a potential threat to the health and safety in the building due to fire.

• Pull a fire alarm station on the way out if the fire alarm is not already sounding.

• Leave the building by using the nearest exit.

• Crawl if there is smoke. Cleaner, cooler air will be near the floor. Get low and go.

• Before opening any doors, feel the metal knob:
  • If it is hot, do not open the door.
  • If it is cool, brace yourself against the door, open it slightly, and if heat or heavy smoke are present, close the door and stay in the room.

• Go to the nearest exit or stairway. If the nearest exit is blocked by fire, heat or smoke, go to another exit.

• Always use an exit stairway, not an elevator.

• Elevator shafts may fill with smoke or the power may fail, leaving you trapped.

• Stairway fire doors will keep out fire and smoke (if they are closed) and will protect you until you get outside.

• Close as many doors as possible as you leave. This helps to confine the fire.

• Total and immediate evacuation is safest.

• Only use a fire extinguisher if the fire is very small and you know how to do it safely.
  • Do not delay calling emergency responders or activating the building fire alarm.
  • If you cannot put out the fire, leave immediately.
  • Make sure the fire department is called—even if you think the fire is out.

• If you get trapped, keep the doors closed. Place cloth material (wet, if possible) around and under door to prevent smoke from entering.

• Be prepared to signal your presence from a window.

• Signal for help. Hang an object like a jacket or shirt at the window to attract the fire department’s attention. If there is a phone in the room, call 911, 7777 from an on-campus phone or (859) 572-7777 from a cellular phone and report that you are trapped. Be sure to give your room number and location.

• If all exits from a floor are blocked, go back to your room, close the door, seal any cracks, open the windows if safe, wave something out the window and shout or phone for help.

• If you are on fire, stop, drop and roll wherever you are. Rolling smothers fire.

• Cool burns. Use cool tap water on burns immediately. Don’t use ointments. If skin is blistered, brown or charred, call for an ambulance.

• Be aware of obstacles. Storage of any items in the corridors, such as bicycles, chairs, desks and other
items is prohibited in all exit ways, including stairwells. Blocked exits and obstacles impede evacuation, especially during dark and smoky conditions.

- If you are a person with a disability (even temporarily), you should do the following:
  - Learn about fire safety.
  - Plan ahead for fire emergencies.
  - Be aware of your own capabilities and limitations.

PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

We strive to constantly improve and expand on our in-service training sessions for all students, faculty and staff. Training includes basic fire safety and emergency response topics.

The university continues to assess and upgrade fire safety equipment as an ongoing process, to ensure that all equipment meets national fire safety standards. Future improvements will be made as needed as part of the ongoing assessment and budget process.

LIFE SAFETY INSPECTIONS AND VIOLATIONS

University Housing performs residence hall inspections monthly throughout the year. The inspections are primarily designed to find and eliminate safety violations. Room inspections are typically announced. Inspections of common areas are not always announced. Students are required to read and comply with the residential guidelines, which include life and fire safety rules and regulations for residential buildings.

The inspections include but are not limited to: a visual examination of electrical cords, sprinkler heads, smoke detectors, fire extinguishers and other life safety systems. In addition, each room will be examined for the presence of prohibited items (e.g., sources of open flames, such as candles; non-surge protected extension cords; halogen lamps; portable cooking appliances in non-kitchen areas; etc.) or prohibited activity (e.g., smoking in the room, tampering with life safety equipment, possession of pets, etc.). This inspection will also include a general assessment of food and waste storage and cleanliness of the room.

PROHIBITED ITEMS AND PROHIBITED CONDUCT

If a student’s behavior does not meet university community expectations or is in violation of the policies outlined in the Student Housing License Agreement or the Handbook of Student Conduct, Rights and Advocacy, they may expect conduct action. NKU expects students, as adults, to maintain a standard of personal discipline that is in harmony with the educational goals of the institution, federal, state and local laws, and to respect the rights, privileges and property of fellow students, faculty, staff and administrators. Students are responsible for the items contained in their rooms and the events that occur in their rooms. Special surveillance resources may be utilized by the university when conduct issues become chronic or disruptive.

Prohibited Items

The following items are prohibited in residence halls:

- Guns; firearms; knives longer than three inches; or weapons of any type, including BB and pellet guns
- Candles and/or incense (lit or unlit)
- Tapestries, banners, and flags. These items cannot be hung on walls, ceilings or over windows. Window treatments such as curtains must be made of a fabric that resists or retards the spreading of flames and has either a UL fire rating #723 or NFPA 225.
- Room-heating devices, including all space heaters, kerosene or oil lamps and alcohol burners
- Gasoline-powered items, such as motorcycles, mopeds or parts thereof
- Pressurized tanks (e.g., helium tanks)
- Flammable and/or combustible liquids and/or chemicals, including gasoline and charcoal
• Grills of any type (except UL-listed Foreman-style grills in apartments)
• Fireworks, smoke bombs, sparklers, etc.
• Drug paraphernalia and illegal drugs
• Animals or pets of any kind, except certified service animals or non-carnivorous fish. Refer to the university’s pet policy in the Student Handbook and on the university website
• Light dimmers, ceiling fans or any other device that replaces, adds to or interferes with any room apparatus
• Excessive furniture that blocks or restricts egress from sleeping areas
• Physical training equipment
• Three-section couches
• Waterbeds
• Dartboards and darts
• Nails, hooks, double-faced adhesive tape or other items that will damage walls
• Live trees
• Personal lofts
• Hoverboards

The following electrical appliances and corded items are prohibited in residence halls (Note: all cords and permitted appliances must be UL listed):

• Portable and electrical appliances (including toasters, toaster ovens, hot plates, etc.)
• Halogen lamps
• Overloaded electrical receptacles
• Faulty or old extension cords
• Portable washers, dryers and dishwashers
• Air conditioners (except for a certified disability or as provided by the university)

NOTE: The preceding list is not all inclusive. Any item that is a threat to public safety may be removed. In addition to confiscation, violators may pay a monetary fine and may be subject to conduct action under the student’s University Housing contract and/or the NKU Code of Rights and Responsibilities.

Prohibited Conduct
The following activities and actions are prohibited in residence halls and may result in action under the student’s University Housing Agreement and/or the NKU Code of Rights and Responsibilities

• Smoking inside any residential space, this includes the use of electronic cigarettes
• Open flames
• Draping or placing objects, including fabric, over lighting fixtures, smoke detectors or fire sprinkler systems
• Hanging cardboard, plastic or fabric (e.g., tapestries, banners and flags) on walls, ceilings, light fixtures or fire sprinkler apparatus. Posters on walls can’t exceed 25 percent of the total wall surface.
• Hanging stringed lights on the exterior of buildings without the advance, expressed, written consent of the University Housing. Inside residence halls, students may use up to three strands of stringed lights per room; all stringed lights must be UL approved.
• Wrapping or placing wires or stringed lights in the area of beds
• Lending keys to others, copying keys, possession of keys that are not authorized for your use
• Water fights, ball playing, bike riding or similar activities that may cause harm to persons or property
• Storage of bicycles in stairwells, halls or rooms
• Storage of personal items such as sports bags/equipment, furniture or suitcases in stairwells or halls
• Throwing any items into or out of windows
• Altering, tampering or dismantling any door closure or propping open any exterior door
• Cooking food in individual rooms (other than in micro-fridges)
• Solicitation of goods or services, except by NKU students who have received prior approval from Housing
• Painting, wallpapering or similarly decorating individual rooms or common areas, unless prior approval is given by Housing
• Repairing any damages or the removal or replacement of light bulbs in ceiling fixtures that have not been provided by the Facilities staff
• Removal, destruction, disassembling or altering of any furniture in a room
• Removing screens from windows
• Installing wall partitions or paneling
• Modifying or tampering with circuit breakers or any part of the electrical system
• Installing personal locks or chains on doors or windows
• Sleeping in public areas of the residence halls by residents and/or guests
• Entering the Quarry pond—also referred to as Loch Norse this includes wading, swimming and ice skating.

EMERGENCY EVACUATION DRILLS

Fires determined through investigation to be willfully or maliciously set are classified as arsons for Clery reporting purposes.

NORTHERN KENTUCKY UNIVERSITY POLICE CRIME PREVENTION

CRIME PREVENTION PRESENTATIONS

University Police offers crime prevention training for students, faculty and staff and their respective organizations to increase crime deterrence and awareness campus wide. Informative crime prevention presentations are conducted throughout the academic school year as well as new student summer orientation programs to inform the campus community of services provided by University Police. We also provide self-defense training course for female students, staff and faculty each semester. Some of the topics have included self-defense, alcohol and drug awareness, safeguarding property, preventing theft, identity theft and emergency evacuation procedures.

NKU APP

NKU has a free phone app which is available to students, staff, faculty, parents and the public. The app contains several safety information with the following safety features:

• Emergency Contacts: Provides the caller with a convenient way to contact University Police.
• **Safety Escorts:** University Police offers a 24/7, safety escort service for individuals who feel unsafe walking alone to their vehicle, office, dorm or other campus location.

• **Personal Safety Tips:** The personal safety tip offers numerous topics of safety including, alcohol and drugs, car safety, on-and off-campus living and more.

• **Crime Tips:** Crime tips are to enhance security on campus and in the campus community as well as a crime tip-reporting service.

**BLUE EMERGENCY CALLBOX PHONES**

Exterior emergency call phones linked directly to University Police are located in 67 locations throughout the university. The phones are easily recognized by the blue light above each phone. To operate, simply push the red button, and you will be connected directly with University Police. Your location is displayed automatically in the dispatch center. These phones should only be used for emergencies and for reporting crimes or suspicious activity. You can view locations online ([nkue.edu/safety](http://nkue.edu/safety)).

**CRIME LOG**

This log contains specific incident information including reports taken and arrest made as by University Police as well as incidents reported by CSAs. This log is updated every 24 hours, Monday through Friday. Additionally, a printed crime log is available for viewing at all times at University Police. The university’s crime log can be found online ([nkue.edu/police/crimelog](http://nkue.edu/police/crimelog)).

**RESIDENCE HALL PROGRAMS**

Programs are offered for students and residence hall staff to address security and safety measures in the residence halls, as well as educate students on co-curricular topics. Some of these programs include self-defense and personal safety, drugs and alcohol and other topics.

**FIRE SAFETY**

Training is provided to all Residence Hall Directors and resident assistants. Each resident assistant is responsible for covering fire safety during floor meetings throughout the semester. Fire safety training is available to all faculty, staff and students through Safety and Emergency Management. For more information, visit the website ([nkue.edu/safety](http://nkue.edu/safety)).

**TRAINING OF RESIDENCE HALL STAFF**

The University Police chief, lieutenant, Clery Compliance coordinator, Director of University Housing and Safety and Emergency Management provide annual security and life-safety training. This training minimally includes introduction of officers, description of services offered, instruction on fire safety hazards and building evacuation, instruction on the EOP and emergency notification system, training related to the Clery Act and CSAs, Title IX awareness training and general information on requesting emergency assistance from University Police.

Other related training conducted for the resident assistants by members of University Police includes locking buildings, responding to fire alarms and other crisis response procedures. Several times each academic year, University Police officers are invited into each residential community to conduct informal meetings with students on security and enforcement procedures.

**WEAPONS POLICY**

NKU police officers are armed and do carry firearms, tasers, batons, handcuffs and pepper spray. Outside law enforcement personnel who are authorized to possess weapons may do so within the scope of their authority. No other persons are permitted to possess weapons on university property, even if such weapons are legally registered. NKU is committed to maintaining a safe and secure environment that supports the academic mission of the university.

According to the NKU Firearms, Explosives, Deadly Weapons and Dangerous Instrumentalities Policy, members of the NKU community, including students, faculty and
staff, as well as visitors to any NKU campus location, are prohibited from possession of firearms, explosives, weapons or any item that may be construed as such, on the premises of the university or in any building under university control. There are some limited exceptions to this policy. For example, certified and licensed law enforcement personnel who are authorized to carry a firearm are permitted to do so while on NKU property. All members of the NKU community should refer to the Firearms, Explosive, Deadly Weapons and Dangerous Instrumentalities Policy, which is available at the university’s Office of Policy Administration website (nku.edu/policy).

JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT, AS AMENDED BY THE VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT OF 2013

SEXUAL MISCONDUCT POLICIES, SERVICES, RESOURCES AND PROTOCOLS

NKU is committed to fostering a safe and inclusive educational and work environment free from sexual misconduct, including sexual assault, non-consensual sexual contact, non-consensual sexual intercourse, sexual exploitation, sexual harassment, dating and intimate partner violence, relationship and domestic violence, stalking and gender-based bullying. Gender-based and sexual harassment, including sexual violence, are forms of sex discrimination in that they deny or limit an individual’s ability to participate in or benefit from university educational programs or activities and employment.

NKU prohibits the offenses of domestic violence, dating violence, sexual assault and stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a university official.

Clery Act/VAWA Definitions of Domestic Violence, Dating Violence, Sexual Assault and Stalking

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault and stalking as follows: a felony or misdemeanor crime of violence committed—

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

For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Definition of a Crime of Violence

According to Section 16 of Title 18 of the United States Code, the term crime of violence means:

- An offense that has as an element of the use, attempted use or threatened use of physical force against the person or property of another; or
- Any other offense that is a felony and that, by its nature, involves a substantial risk that physical force against the person or property of another may be used in the course of committing the offense.
Dating Violence
Dating violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship.

i. 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.

ii. For the purpose of complying with the requirements of this section and 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act Reporting.

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 System 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 purposes 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.

Stalking
Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

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

For the purposes of this definition:

- Course of conduct: two or more acts, including but not limited to: acts which the stalker directly, indirectly or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens or communicates to or about, a person or interferes with a person’s property.

- Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.
• Rape: A person is engaging in sexual intercourse with another person by forcible compulsion; or engages in sexual intercourse with another person who is incapable of consent because he or she is an individual with an intellectual disability; the person is physically helpless, mentally incapacitated or is a minor.

• 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. Statutory offenses (no force used–victim under age of consent) are excluded.

• Sex offenses (except rape, prostitution and commercialized vice): statutory rape, offenses against chastity, common decency, morals and the like. Attempts are included.

DOMESTIC VIOLENCE/ABUSE
Kentucky law (KRS §403.720) defines domestic violence and abuse as:

1. Physical injury, serious physical injury, sexual abuse, assault or the infliction of fear of imminent physical injury, serious physical injury, sexual abuse or assault between family members or members of an unmarried couple.

2. “Family member” means a spouse, including a former spouse, a grandparent, a parent, a child, a stepchild or any other person living in the same household as a child if the child is the alleged victim.

3. “Member of an unmarried couple” means each member of an unmarried couple which allegedly has a child in common, any children of that couple or a member of an unmarried couple who are living together or have formerly lived together.

STALKING
The Commonwealth of Kentucky law defines stalking in (KRS §508.130) as:

A. To “stalk” means to engage in an intentional course of conduct:

1. Directed at a specific person or persons;

2. Which seriously alarms, annoys, intimidates or harasses the person or persons; and

3. Which serves no legitimate purpose.
B. The course of conduct shall be that which would cause a reasonable person to suffer substantial mental distress.

CONSENT

The Commonwealth of Kentucky defines lack of consent in KRS 510.020 as:

1. Whether or not specifically stated, it is an element of every offense defined in this chapter that the sexual act was committed without the consent of the victim.

2. Lack of consent results from:
   a. Forcible compulsion
   b. Incapacity to consent or
   c. If the offense is charged is sexual assault, any circumstances in addition to forcible compulsion or incapacity in which the victim does not expressly or impliedly acquiesce in the actor’s conduct.

3. A person is deemed incapable of consent when he or she is:
   a. Less than 16 years old
   b. An individual with an intellectual disability or an individual that suffers from a mental illness
   c. Mentally incapacitated
   d. Physically helpless
   e. Under the care or custody of a state or local agency pursuant to court order and the actor is employed by or working on behalf of the state or local agency.

NKU’S DEFINITION OF CONSENT

Consent is clear, knowing and voluntary. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Verbal consent is not a requirement of this policy, however, consent may be given by words as long as those words create mutually understandable clear permission regarding willingness to engage in sexual activity. Consent to any one form of sexual activity cannot alone imply consent to any other forms of sexual activity. Previous relationships or prior consent cannot imply consent to future sexual acts.

Coercion: Coercion is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear to you that they do not want sex, that they want to stop or that they do not want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

HOW TO BE AN ACTIVE BYSTANDER

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.

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up or do something about it.” NKU wants to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. If you or someone else is in immediate danger, call University Police at (859) 572-5500 or the local police by dialing 911.

Tips on how to be an active bystander.

• Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are OK.
• Intervene in situations where a person is attempting to seclude, hit on or trying to engage in sexual contact with people who are incapacitated. Speak up when someone discusses plans to take sexual advantage of another person.

• Believe someone who discloses sexual assault, abusive behavior or experience with stalking.

• Refer people to on-or off-campus resources listed in this document for support in health, counseling or with legal assistance.


2 Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse

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 or harassment:

• Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.

• Try to avoid isolated areas. It is more difficult to get help if no one is around.

• Walk with purpose. Even if you don’t know where you are going, act like you do.

• Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.

• Try not to load yourself down with packages or bags as this can make you appear more vulnerable. Make sure your cell phone is with you and charged.

• Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.

• Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.

• When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening and leave together.

• Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately. Local authorities can be reached by calling 911 in most areas of the U.S.

• Don’t leave your drink unattended while talking, dancing, using the restroom or making a phone call. If you’ve left your drink alone, get a new one.

• Don’t accept drinks from people you don’t know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.

• Watch out for your friends and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had or is acting out of character, get him or her to a safe place immediately. If you suspect you or a friend has been drugged, contact law enforcement immediately. Be explicit with doctors so they can give you the correct tests. You will need a urine test and possibly others.

Information from the Rape, Abuse, & Incest National Network (rainn.org).

If you need to get out of an uncomfortable or scary situation, here are some things that you can try:

• Remember that being in this situation is not your fault. You did not do anything wrong. It is the person who is making you uncomfortable that is to blame.

• Be true to yourself. Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good
enough reason. Do what feels right to you and what
you are comfortable with.

- Have a code word with your friends or family so that
  if you don't feel comfortable you can call them and
  communicate your discomfort without the person you
  are with knowing. Your friends or family can then come
to get you or make up an excuse for you to leave.

- Lie. If you don't want to hurt the person's feelings, it is
  better to lie and make up a reason to leave than to stay
  and be uncomfortable, scared or worse. Some excuses
  you could use are: needing to take care of a friend or
  family member, not feeling well, having somewhere
  else that you need to be, etc.

- Try to think of an escape route. How would you try to
  get out of the room? Where are the doors? Windows?
  Are there people around who might be able to help
  you? Is there an emergency phone nearby?

- If you and/or the other person have been drinking, you
  can say that you would rather wait until you both have
  your full judgment before doing anything you may
  regret later.

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

- The university engages in comprehensive, intentional
  and integrated programming, initiatives, strategies and
  campaigns intended to end dating violence, domestic
  violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities
  and identities, sustainable, responsive to community
  needs and informed by research, or assessed for value,
  effectiveness or outcome; and

- Consider environmental risk and protective factors as
  they occur on the individual, relationship, institutional,
  community and societal levels.

- NKU educational programming consists of primary
  prevention and awareness programs for all incoming
  students and new employees and ongoing awareness
  and prevention campaigns for students.

**Primary Prevention and Awareness Programs**

NKU provides primary prevention and awareness programs
to all incoming students and employees that involves the
distribution of educational materials to new students,
participating in and presenting information and materials
during new student and employee orientations, providing
programs by invitation at staff meetings or academic
programs and requiring incoming first-year students and
returning upperclass students to take online courses
related to sexual assault and high risk drinking awareness
and education.

**Ongoing Prevention and Awareness Campaigns**

The university provides an annual educational campaign
for all students and employees designed to provide
ongoing education and programming around issues
of sexual violence—including sexual assault, domestic
violence, dating violence and stalking. Campaign
strategies employed include face-to-face presentations,
online training programs, printed materials, self-defense
programming and related lectures

Ongoing prevention and awareness campaigns include
self-defense programming; domestic violence month
events and activities; sexual assault and awareness month,
which includes presentations and an annual Take Back the
Night event; “It’s On Us”campaign, related to bystander
intervention; ongoing bystander intervention workshops,
programming specific to developing healthy relationships;
Norse Violence Prevention Center; LGBTQ programs; and
regular student conversations related to sexual assault and
relationship violence.

The following are some specific examples of annual programs
currently offered by the university. This list is not all inclusive.

**Online Education:** The university utilizes EverFi online
education course and Campus Answers to assist students
in learning effective ways to prevent and report sexual
assault on our campus. Employees also receive online
education through Safe Colleges.

**Orientation Programming:** Incoming first-year students
participate in a series of information sessions about the
Clery Act and Title IX information in addition to learning
about the Sexual Misconduct Policy, consent, bystander
intervention and resources.
University Liaison Programming: University Police officers are assigned liaison activities with students for the purpose of concentrated crime prevention and security awareness programming. In addition to general crime prevention programming, University Police officers are available to provide sexual assault, domestic violence, self-defense, dating violence and stalking awareness programs for these students.

Bystander Intervention Workshops: Bystander Intervention presentations help people understand what stops us from intervening in potentially harmful situations and provide tools to intervene. Bystander intervention workshops cover bystander effect and ways to decide to act when we see someone in need. Participants leave with practical tips to intervene.

PROCEDURES VICTIMS SHOULD FOLLOW IF A CRIME OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING OCCURS

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible at the St. Elizabeth Hospital Ft. Thomas. Sexual assault nurse examiners (SANE) at the hospital are trained and certified in physical evidentiary recovery kit collection. Evidence can be collected even if you choose not to make a report to law enforcement.

If a sexual assault victim does not currently wish to involve police, there is still an option to have the forensic evidence collected in a timely manner. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings or obtaining protection from abuse orders related to the incident more difficult. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring, or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications and keeping pictures, logs or other copies of documents, if they have any, that would be useful to university adjudicators/investigators or local police.

IN Volvement OF LA W EnFOrMeNt AND Campus AUTHORItYs

Although the university strongly encourages all members of its community to report violations of this policy to University Police, it is the victim’s choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However, University Police will assist any victim if the victim so desires.

Reporting Incidents of Domestic Violence, Dating Violence, Sexual Assault and Stalking

If you have been the victim of domestic violence, dating violence, sexual assault or stalking, you should report the incident promptly to the Office of Title IX. Reports can be submitted online at https://inside.nku.edu/titleix.html, or by contacting the Title IX Investigator, Angela Zippin, in person at University Center 330, by email at zippina1@nku.edu or by phone at (859) 572-7669.

- For all issues relating to Title IX Compliance, please contact Ande Durojaiye, interim Title IX coordinator, in person at University Center 415, by email at durojaiyea1@nku.edu or by phone at (859) 572.6040.

- Students may contact the deputy Title IX coordinator Bob Alston in person at Student Union 301, by email at alstonr1@nku.edu or by phone at (859) 572-5147.

- Faculty and staff may contact deputy Title IX coordinator Rachel Green in person at Lucas Administrative Center 717, by email at greenr5@nku.edu or by phone at (859) 572-7600.

Deputy/Title IX coordinators are not confidential reporting entities and are required to report criminal incidents to University Police. Reports of domestic violence, dating violence, sexual assault, and stalking made to University Police will automatically be referred to the Office of Title IX for review.
PROCEDURES THE UNIVERSITY WILL FOLLOW WHEN A CRIME OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING IS REPORTED

The university has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence and stalking—including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services on and/or off campus; as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The university will make such accommodations if the victim requests them and, if they are reasonably available, regardless of whether the victim chooses to report the crime to the University Police or local law enforcement.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to NKU, below are the procedures that the university will follow.

<table>
<thead>
<tr>
<th>Reported Incident</th>
<th>Procedures Institution Will Follow</th>
</tr>
</thead>
</table>
| **Sexual Assault** | • Institution will provide victim with information about obtaining medical care.  
 • Institution will assess immediate safety needs of victim.  
 • Institution will assist victim with contacting local police if complainant requests and provide the victim with contact information for local police department.  
 • Institution will provide victim with referrals to on- and off-campus mental health providers.  
 • Institution will assess need to implement interim or long-term protective measures, if appropriate.  
 • Institution will provide the victim with a written explanation of the victim’s rights and options.  
 • Institution will provide a “No trespass” or “No Contact” directive to accused party if deemed appropriate. |
| **Sexual Assault** | • Institution will provide a copy of the policy applicable to sexual assault to the victim and inform the victim regarding timeframes for inquiry, investigation and resolution.  
 • Institution will inform the victim of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.  
 • Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for reporting sex-based discrimination or for assisting in the investigation. |
| **Stalking** | • Institution will assess immediate safety needs of victim.  
• Institution will assist victim with contacting local police if complainant requests and provide the victim with contact information for local police department.  
• Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate.  
• Institution will provide the victim with a written explanation of the victim’s rights and options.  
• Institution will provide a “No trespass” or “No Contact” directive to accused party if deemed appropriate. |
| **Dating Violence** | • Institution will assess immediate safety needs of victim.  
• Institution will assist victim with contacting local police if victim requests and provide the victim with contact information for local police department.  
• Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate.  
• Institution will provide the victim with a written explanation of the victim’s rights and options.  
• Institution will provide a “No-trespass” or “No-contact” directive to accused party if deemed appropriate. |
| **Domestic Violence** | • Institution will assess immediate safety needs of victim.  
• Institution will assist victim with contacting local police if victim requests and provide the victim with contact information for local police department.  
• Institution will assess need to implement interim or long-term protective measures to protect the victim, if appropriate.  
• Institution will provide the victim with a written explanation of the victim’s rights and options.  
• Institution will provide a “No-trespass” or “No-contact” directive to accused party if deemed appropriate. |
EMPLOYEE ASSISTANCE PROGRAM

NKU also provides an Employee Assistance Program (EAP) for use by employees. The EAP is available to provide full-time employees assistance with such problems as sexual or physical abuse, depression, marital and relationship conflict, stress, grief, critical incident stress, anxiety and other personal matters. All full-time employees, regardless of performance, are eligible. The contact number of the EAP is listed in the resources section of this annual report.

All information relating to an employee’s EAP participation is strictly confidential. Only the EAP provider maintains records. The provider does not release specific information about an employee’s use of EAP services unless the employee gives his or her advance written consent. The EAP does not report incidents to any official on-campus resources unless the employee specifically gives them permission to do so.

“NKU University Police was there for me in a time where I was very afraid and concerned for my personal safety. Officers sought me out and did more than just check in on me. They sat down and took the time to genuinely listen to me. They made me feel valued, and I felt that they went out of their way to make sure that I felt safe. We are a family at NKU, and our police department is a major part!”

- TIFFANY MAYSE

ASSISTANCE FOR VICTIMS - RIGHTS & OPTIONS:

NKU will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus.

Such written information will include:

- The procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred
- Information about how the institution will protect the confidentiality of victims and other necessary parties
- Information about victim services in the institution and in the community
- A statement regarding the institution’s provisions about options for, available assistance in and how to request accommodations and protective measures
- An explanation of the procedures for institutional disciplinary action
RIGHTS OF VICTIMS AND THE INSTITUTION’S RESPONSIBILITIES FOR ORDERS OF PROTECTION, “NO CONTACT” ORDERS, RESTRAINING ORDERS, OR SIMILAR LAWFUL ORDERS ISSUED BY A CRIMINAL, CIVIL, OR TRIBAL COURT OR BY THE INSTITUTION

NKU complies with the Commonwealth of Kentucky state law in recognizing orders of protection. Any person who obtains an order of protection from Kentucky or any reciprocal state should provide a copy to University Police and the Office of Title IX. A complainant may then meet with University Police, the Norse Violence Prevention Center and the Office of Title IX to develop a Safety Action Plan, which is a plan for University Police and the victim to reduce the risk of harm while on campus or coming and going from campus. This plan may include but is not limited to: escorts, special parking arrangements, providing a temporary cellphone, changing classroom/work site location, working with Academic Advising on alternative class possibilities, allowing a student to complete assignments from home, allowing an employee to develop a flexible work schedule, etc. The university cannot apply for a legal order of protection, no-contact order or restraining order for a victim from the applicable jurisdiction(s).

In Kentucky, a victim of domestic violence, dating violence, sexual assault or stalking has the right to file a petition with the courts requesting protection through EPOs, DVOs and/or IPO, which could include the following:

- An order restraining the abuser from further acts of abuse;
- An order directing the abuser to leave the victim’s household/place of residence;
- An order directing the abuser to refrain from stalking or harassing the victim or other designated persons;
- Other protections based on issues related to cohabitation, residency, employment and child custody.

Accommodations and Protective Measures Available for Victims:
NKU will provide written notification to students and employees about accommodations available to them—including academic, living, transportation and working situations—upon receipt of a report of domestic violence, dating violence, sexual assault or stalking. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations and how to request accommodations and protective measures (i.e., The notification will include the name and contact information for the individual or office that should be contacted to request the accommodations.).

At the victim’s request, and to the extent of the victim’s cooperation and consent, university offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working or transportation situations regardless of whether the victim chooses to report the crime to law enforcement.

Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc. Issuance of a full, partial, or modified trespass to the respondent may also be appropriate.

To request changes to academic, living, transportation and/or working situations or protective measures, a victim should contact the Office of Title IX at (859) 572-7669 or by visiting University Center 330.

If the victim wishes to receive assistance in requesting these accommodations, the victim should contact the Title IX coordinator and/or the University Police.
Confidentiality

Victims may request that directory information on file with the university be withheld by request. This request can be made to the Office of the Registrar in person by visiting Lucas Administrative Center 301 or by calling (859) 572-6094. Employees can contact the Office of Human Resources to make a similar request regarding directory information at (859) 572-5200.

Regardless of whether a victim has opted-out of allowing the university to share directory information, personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know; i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The university does not publish the name of crime victims or other identifiable information regarding victims in the daily crime and fire log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a campus crime alert or timely warning notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld. This could include the specific location where an incident is reported to have occurred when reporting the location could inadvertently identify the victim.

On-and Off-Campus Services for Victims

NKU will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services—including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement—upon receipt of a report of domestic violence, dating violence, sexual assault or stalking. If a sexual assault or rape should occur on campus, on-scene staff, including University Police, will offer the victim a wide variety of services. This information regarding resources is not provided to infer that those resources are crime-reporting entities for NKU.

These resources include the following:

<table>
<thead>
<tr>
<th>ON-CAMPUS</th>
<th>Employees</th>
<th>Students</th>
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</thead>
<tbody>
<tr>
<td>Counseling / Mental Health / Health Services</td>
<td>Employee Assistant Program&lt;br&gt;website: mylifevalues.com&lt;br&gt;phone: 1-888-AETNA-EAP (1-888-238-6232)</td>
<td>NKU Health, Counseling and Wellness Center&lt;br&gt;website: nku.edu/hcsw&lt;br&gt;phone: (859) 572-5650&lt;br&gt;(Can make recommendations for local confidential counseling and psychiatric services in the local area)</td>
</tr>
<tr>
<td>Title IX Coordinator</td>
<td>Deputy Title IX Coordinator – Human Resources</td>
<td>Title IX Coordinator – Office of the Vice Provost for Undergraduate Academic Affairs</td>
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</tr>
<tr>
<td>Rachel Green, director of Employee Relations &amp; EEO</td>
<td>Lucas Administrative Center, Room 723</td>
<td>Dr. Ande Durojaiye, vice provost for Undergraduate Academic Affairs</td>
</tr>
<tr>
<td>phone: (859) 572-7600</td>
<td>phone: (859) 572-6040</td>
<td>University Center, Room 415</td>
</tr>
<tr>
<td>email: <a href="mailto:greenr5@nku.edu">greenr5@nku.edu</a></td>
<td>email: <a href="mailto:durojaiyead@nku.edu">durojaiyead@nku.edu</a></td>
<td></td>
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<tr>
<td>hr.nku.edu</td>
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<td>Deputi Title IX Coordinator – Office of Student Conduct, Rights &amp; Advocacy</td>
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<tr>
<td></td>
<td></td>
<td>Bob Alston, director of Student Conduct, Rights &amp; Advocacy</td>
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<tr>
<td></td>
<td></td>
<td>Student Union, Room 301</td>
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<tr>
<td></td>
<td></td>
<td>phone: (859) 572-5147</td>
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<tr>
<td></td>
<td></td>
<td>email: <a href="mailto:alstonr1@nku.edu">alstonr1@nku.edu</a></td>
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<td>nku.edu/scra</td>
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<tr>
<th>International Admissions</th>
<th>International Student Services (ISSS)</th>
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<tr>
<td></td>
<td>phone: (859) 572-6517</td>
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<tr>
<td>Student Financial Assistance</td>
<td>Financial Aid Office</td>
<td></td>
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<tr>
<td></td>
<td>phone: (859) 572-5143</td>
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<tr>
<td>LGBTQ Programs &amp; Services</td>
<td>LGBTQ Programs and Services Office</td>
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<td></td>
<td>phone: (859) 572-6684</td>
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<tr>
<td>Norse Violence Prevention Center</td>
<td>Norse Violence Prevention Center</td>
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<td></td>
<td>Albright Health Center, Suite 246</td>
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<td></td>
<td>phone: (859) 572-5865</td>
<td></td>
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<tr>
<td></td>
<td>email: <a href="mailto:nvp@nku.edu">nvp@nku.edu</a></td>
<td></td>
</tr>
<tr>
<td>University Police</td>
<td>Non-emergency phone: (859) 572-5500</td>
<td>Non-emergency phone: (859) 572-5500</td>
</tr>
<tr>
<td></td>
<td>Emergency phone: (859) 572-7777</td>
<td>Emergency phone: (859) 572-7777</td>
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<tr>
<td>Dean of Students</td>
<td>Arnie Slaughter, assistant vice president for Student Engagement and Dean of Students</td>
<td></td>
</tr>
<tr>
<td></td>
<td>phone: (859) 572-5147</td>
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</tbody>
</table>
Facilitated Anonymous Reporting

A student can go to the Norse Violence Prevention Center, Health, Counseling and Student Wellness to submit an anonymous report. The amount of detail provided in an anonymous report will determine the university’s ability to investigate or respond. Anonymous reports of Clery Act crimes made through these offices may still be subject to a CSA report under the Jeanne Clery Act.

OFF-CAMPUS

<table>
<thead>
<tr>
<th>Employee Assistance Program (EAP)</th>
<th>NorthKey Community Care</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Assistance phone: (888) 238-6232</td>
<td>Mental Health Services</td>
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<tr>
<td><em>Confidential Resource</em></td>
<td>(859) 781-5595</td>
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<tr>
<th>24-Hour Crisis Line: (800) 928-3335 or (859) 491-3335</th>
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<table>
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<tr>
<th>24-Hour Crisis Line: (513) 381-5610</th>
<th>24-Hour Crisis Line: (513) 381-5610</th>
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<tbody>
<tr>
<td>Emergency 911</td>
<td>Emergency 911</td>
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</table>

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence or stalking, include the Rape, Abuse and Incest National Network (rann.org) and the Department of Justice (www.justice.gov/ovw/sexual-assault).

ADJUDICATION OF POSSIBLE VIOLATIONS

The university’s disciplinary process includes a prompt, fair, equitable and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution’s policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. University officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault and stalking, as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability.
Furthermore, each policy provides that:

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;

2. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings;

3. The institutional disciplinary procedures will not be conducted by officials who have conflict of interest or bias for or against the accuser or the accused;

4. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to have a support person to be present at the hearing. The support person may only consult and interact privately with the student and will not be allowed to address the hearing board or witnesses. The university will not limit the choice of support person or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. A support person is someone who acts as an advisor to the complainant or respondent involved in an investigation or disciplinary proceeding under the university’s policies. The support person is permitted to be a part of any meetings their student may have. University employees who provide confidential support services (counseling/health services staff and pastoral counselors) or have an actual or perceived conflict of interest (the Title IX coordinator, Department of Public Safety and the Dean of Students, for example) may not serve as a support person.

5. The support person may not speak aloud during meetings involving the student and an investigator/adjudicator but may confer quietly or by means of written notes with their advisee. The complainant and respondent are not obligated to have a support person.

6. The accuser and the accused will be notified simultaneously, in writing, of any initial, interim and final decision of any disciplinary proceeding; and

7. Where an appeal or grievance is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal or grievance is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final, as well as of the final result once the appeal is resolved.

If the Victim Does Not Wish to Pursue Resolution

In all reported cases of sexual misconduct, the university will conduct a fact-finding investigation to the best of its ability. In cases where the victim wishes to become a complainant, this investigative report is provided to the Student Conduct, Rights and Advocacy director for a threshold analysis.

In cases where the victim does not wish to become a complainant, the university has two options:

1. The university may attempt to resolve the complaint in a manner consistent with the victim’s request. This may include holding the report for action at a later date.

2. The university may pursue a judicial hearing against the respondent named in the investigation. Under these circumstances, the university would take into consideration the nature of the assault, the safety of the victim and the campus community as well as the previous disciplinary history and previous allegations of sexual misconduct.

Whether or not criminal charges are filed, the university or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee).
STUDENT DISCIPLINARY PROCEEDINGS UTILIZED IN CASES OF ALLEGED DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING

ORGANIZATIONAL BEHAVIOR

Registered student organizations are afforded the same rights and responsibilities in accordance with the NKU Code of Student Rights and Responsibilities and as described in this policy. Any behavior, patterns of behavior or information suggesting patterns of behavior that creates or contributes to the creation of hostile environment, retaliation, discrimination or harassment will be investigated and could result in organizational and/or individual charges.

Any member of the university community may bring allegations against a student group or organization for violation of the Sexual Misconduct Policy. The university will conduct a preliminary investigation into an incident.

An investigation will be conducted to determine if the allegations have merit and have met the threshold (defined below) to move forward with charges. The Title IX coordinator and the director of Student Conduct, Rights and Advocacy may confer with the student group/organization’s advisor(s), international headquarters and/or other faculty and staff with a relationship to the student group/organization to solicit advice and recommendations regarding the case. Ultimately, the university is responsible for determining if the organization and/or individuals will be charged and the process for adjudication. All sections of this policy apply to groups and organizations.

Statement on Privacy

The university will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating violence or stalking to the fullest extent of the law. Additionally, the university will take all reasonable steps to investigate and respond to the complaint consistent with any request for privacy or request not to pursue an investigation. However, its ability to do so may be limited based on the nature of the request by the complainant.

If the victim requests anonymity or that the university not pursue an investigation, NKU must balance this request in the context of its responsibility to provide a safe environment for all university community members. In cases where NKU cannot respect the wishes of the victim, the university will consult with the victim and keep them informed about its course of action.

If the report of misconduct discloses an immediate threat to the NKU campus community, where timely notice must be given to protect the health or safety of the community, the university will maintain the privacy of the victim or respondent’s identities, understanding that in a small community an alert may make members of the community feel known or singled out.

NKU will assess any barriers to proceeding, including retaliation, and in cases where informal or formal resolution will take place, the university will inform the respondent that Title IX prohibits retaliation, and the university will take strong responsive action to protect the complainant.

NKU has designated the following individual(s) to evaluate requests for privacy once the University is aware of alleged sexual violence:

- Dr. Ande Durojaiye, vice provost for Undergraduate Academic Affairs/Title IX Coordinator;
- Bob Alston, director of the Office of Student Conduct, Rights & Advocacy; or
- A trained designee

Investigation of Reports

NKU will take prompt action to investigate and adjudicate the complaint. However, if the student wishes to participate in a police investigation, the university may wait a reasonable amount of time (usually 7-10 business days) to allow the police to conduct initial fact finding and the gathering of evidence in the criminal investigation. NKU’s police chief or designee may regularly confer on the status of an active investigation to ensure compliance with federal requirements while maintaining the integrity of any active criminal process.
The university’s goal is to complete the investigation within 60 days. However, there may be times where the process may take longer, and NKU will communicate on an ongoing basis with the parties a realistic timeline and the circumstances regarding the same.

Investigations will be conducted by one or more of the following: University Police, an external investigator or the Title IX Investigator. All reasonable efforts will be made to keep information private during NKU's investigation and adjudication of a complaint.

The investigation is designed to provide a fair and reliable gathering of the facts. The investigation will be thorough, impartial and fair. University Police staff members who are responsible for these investigations have been trained on investigation, Title IX, LGBTQ concerns and trauma-informed training and are aware of this policy. As described in the confidentiality section of this policy, the investigation will be conducted in a manner that is respectful of individual privacy concerns.

The investigation is a process that involves obtaining and evaluating information given by persons having personal knowledge of the events or circumstances concerning the reported incident. This may include the collection of all statements (both oral and written), pertinent facts and/or evidence. This process will be exhaustive and is likely to include the interviewing and re-interviewing of involved parties so as to ensure as much clarity around conflicting or differing statements as may be possible. The director of Student Conduct, Rights & Advocacy; Title IX Coordinator; or their designees may refer an investigative report back to University Police for further follow-up, pending the availability of new information, for additional clarity regarding conflicting or inconsistent information/reports or for any other reason necessary to ensure further clarity or strengthen the final report.

At the conclusion of the investigation, the investigator will prepare a report setting forth the facts gathered. The report will provide an assessment of reliability of the information, as well as a recommendation regarding potential policy violations.

Threshold of Information
The Title IX Investigator will review the investigation report to make a determination on the threshold of information. The Title IX Investigator may determine that there is sufficient information to proceed. If it is determined that the threshold has been reached, a notice of charge will be issued to begin the formal or informal conduct resolution process. If the Title IX Investigator determines that this threshold has not been reached, the complainant and respondent will be notified in writing.

Interim Measures
During the investigation and prior to the final determination, NKU may take appropriate interim measures to protect the parties involved. A complainant or respondent may request an interim measure or other protection, or the university may impose interim measures at its discretion to ensure the safety of all parties, the university community and/or the integrity of the process. These actions are not a presumption of responsibility for violation of the Sexual Misconduct and Relationship Violence Policy. Interim measures may be imposed whether or not formal disciplinary action is sought by the complainant or the university.

Interim measures may prevent a student from attending class and other university activities. The director of Student Conduct, Rights & Advocacy (or designee) will communicate with a student’s faculty instructors and/or advisors at the request of the student to determine if alternate arrangements can be made to support a student’s completion of academic assignments.

Interim measures may prevent a student from attending class and other university activities. The director of Student Conduct, Rights & Advocacy (or designee) will communicate with a student’s faculty instructors and/or advisors at the request of the student to determine if alternate arrangements can be made to support a student’s completion of academic assignments.

The university will try to provide academic support where necessary. Academic support means that the director of Student Conduct, Rights & Advocacy (or designee) will communicate with a student’s faculty instructors and/or advisors on a student’s behalf. Faculty, however, work at their own discretion and, therefore, Student Affairs can make no guarantees that a student will receive the support they may desire. The complainant and respondent will be notified in writing of any or all interim measures.

Types of Interim Measures

Interim Separation: In certain circumstances, the vice president of Student Affairs, Title IX Coordinator, or designee, may impose an interim separation from the university at any point after a complaint has been filed. Interim separation may be imposed:
• During the investigatory stage to ensure the safety and well-being of members of the university community or preservation of university property;
• To ensure the student’s own physical or emotional safety and well-being; or,
• If the student poses an ongoing threat of disruption of, or interference with, the normal operations of the university or the investigation.

During the interim separation, a student shall be denied access to the residence halls and/or to the campus. Interim separation will not be placed on a student’s official, permanent academic record.

The interim separation does not replace the regular process, which shall proceed on the normal schedule, up to and through a hearing if required. However, the student should be notified in writing of this action and the reasons for the separation. The student will also be notified of the time, date and place of a subsequent student conduct review board or sexual misconduct hearing, if applicable.

Interim residential separation or residential relocation:
A student may be separated temporarily from NKU housing or temporarily reassigned to another residential location on campus. The student’s original housing location will be held until the process is over. It can be determined that residential relocation is a sanction when appropriate, and at that time the student will move permanently into a location determined by Residence Life.

Class schedule changes: Changes to a student’s class schedule may be made on a temporary basis in the event it is deemed appropriate by the Title IX Coordinator or designee. Students may be sanctioned to a permanent change(s) through the normal adjudication process.

Restrictions from university activities and/or facilities: A student may be denied, on a temporary basis, participation in a university activity or privilege for which they may be otherwise eligible, as the Title IX Coordinator or designee determines to be appropriate. Students may also be prohibited from certain facilities including but not limited to: academic buildings, fraternities, athletic facilities and/or practice and competition spaces and transportation services. Students may be sanctioned to a permanent restriction(s) through the normal adjudication process.

Work or job assignment changes: Changes to a student’s work or job assignment (including internships) may be made on a temporary basis in the event it is deemed appropriate by the Title IX Coordinator.

No-contact directive: NKU may impose a no-contact directive in cases where an agreement cannot be reached or is not applicable, or as an interim measure. Generally, no contact is defined as having no direct or indirect contact with another party (or parties) at any time. This includes but is not limited to: communication that is written, verbal or physical. Written communication is understood to include all electronic means of communication, including but not limited to: email, instant messaging, text messaging and all forms of social media. Verbal communication is understood to include phone calls and voice mail messages. A no-contact directive may include additional restrictions and terms. Violations of the no-contact directive will result in disciplinary action.

Informal Resolution: A complainant may elect to pursue an informal resolution to a sexual misconduct complaint. The director of Student Conduct, Rights and Advocacy has the discretion to determine if it would be appropriate to resolve a complaint under this policy through informal resolution. An informal resolution is designed to officially resolve complaints promptly and with mutual approval of all parties involved.

Informal resolutions include but are not limited to: online education courses, counseling sessions, other educational remedies or mediation of the complaint conducted by the Student Conduct, Rights and Advocacy Director and/or a designee of Student Affairs. Informal resolution may be used in certain cases involving sexual misconduct, such as non-consensual sexual contact, sexual exploitation and sexually inappropriate behaviors. Informal resolution will never be used in cases involving allegations of sexual assault (including rape, fondling, incest or statutory rape). Both the complainant and respondent must agree to engage in informal resolution. Either party can end the informal resolution process at any time, for any reason, and begin the formal resolution process. Formal resolution may not be initiated after the conclusion of informal resolution.

Outcomes of Informal Resolution: At the conclusion of
informal resolution, the student conduct administrator or designated university administrator may propose a sanction agreed upon by the parties or may impose or continue a no-contact directive based on information derived from the informal resolution proceedings taken together with any other relevant information known to the university at the time of the informal resolution. Actions imposed by the Student Conduct, Rights and Advocacy director and designated university administrator may include accommodations to living, academic courses or employment; limitations of contact between the parties; and recommendation to counseling for the respondent.

Election of Formal Resolution: Except in cases where a formal resolution hearing has already been denied for not meeting the threshold, the university, complainant or the respondent may, at any time prior to the conclusion of the informal resolution, elect to end such proceedings and initiate formal resolution instead. In such cases, statements or disclosures made by the parties in the course of the informal resolution may be considered in the subsequent formal resolution.

Formal Resolution, Pre-Hearing Process: After the student conduct administrator charges a student with a potential violation of policy:

- The student conduct administrator will contact the complainant and respondent where applicable, to go over details of the case and answer any questions concerning the process.
- The complainant and respondent will be asked to provide the Student Conduct, Rights and Advocacy director with a list of witnesses (if there are any). Those witnesses will be asked to provide statements. Character witnesses are not permitted as part of the hearing process.
- The Student Conduct, Rights and Advocacy director will request the names of the complainant’s and respondent’s advisors. The advisors will be contacted by the Student Conduct, Rights and Advocacy director to be certain that they understand their role in the hearing process. It is the student’s responsibility to meet with the advisor and to provide the advisor with hearing materials, if desired.
- The Student Conduct, Rights and Advocacy director will be available to speak with the parent(s)/guardian(s) of the complainant and respondent to answer any questions about the process. It is the student’s responsibility to provide parent(s)/guardian(s) with copies of hearing materials, if desired. This information will not be provided by the Office of Student Conduct, Rights and Advocacy, Student Affairs or University Police.

HEARING PROCEDURES

The Student Conduct, Rights and Advocacy director (or designee) will produce written charges to be delivered to the complainant and respondent. The charge letter should indicate the elements of this policy that are alleged to have been violated. In addition to the formal charge letter, the complainant and respondent will receive copies of written statements provided by witnesses during the inquiry process (these may be received after the charge letter). The complainant and respondent will have five calendar days from receipt of the charge letter and statements to submit a response to the Student Conduct, Rights and Advocacy Director (or designee) to be shared with the vice president of Student Affairs or designee.

Adjudication of the Sexual Misconduct Policy will be conducted by a panel, trained and selected by the Office of Student Conduct, Rights and Advocacy. The panel members will receive a written report of the investigation, prepared by the Office of Title IX.

The adjudicator will base their decision on the information available in the written report; interviews with the complainant, respondent, witnesses; and any other information that is deemed relevant and pertinent to the case. In the event the adjudicator wishes to meet with the respondent or complainant, the respondent and complainant will not be in the same place at the same time. Additional investigation may be conducted at the discretion of the student conduct administrator at the request of the adjudicator.

The standard of proof that the adjudicator will utilize is preponderance of information. The preponderance standard means that the adjudicator finds it is more
likely than not that the respondent is responsible or not responsible for a violation of this policy based on the information presented to the adjudicator.

The respondent and complainant will be notified in writing of the decision made by the adjudicator within five business days of the hearing. This notification to both respondent and complainant(s) will be done at the same time or as close to the same time as possible. If the complainant is deceased, the next of kin will receive results of disciplinary proceedings.

A student found responsible for violating this policy may be assigned sanctions that include but are not limited to expulsion, suspension or probation. For a full list of sanctions, see the sanctions in the NKU Code of Student Rights and Responsibilities.

**APPEALS**

The respondent or complainant may appeal a decision in a case for the following reasons:

- **Unreasonable Sanction:** to determine whether the magnitude of the sanction(s) imposed was unreasonable for the violation of policy for which the student was found responsible;

- **Procedural Error:** to determine procedural error or absence of conformity with prescribed procedures during the investigative stage or any stage of the process (including an error during the hearing) preventing either the complainant or respondent a reasonable opportunity to prepare and present information to the investigator; and

- **New Information:** to determine new information is discovered that was not available at the time of the investigative process and could have affected the outcome of the case.

Note: Appeals granted for “Unreasonable Sanction” will be referred to an appeals board. Appeals granted for reasons of “Procedural Error” or “New Information” will go back to the original adjudicator unless an error during the hearing influenced the outcome.

The complainant would have the right to appeal in the case that the respondent was found “Not Responsible,” if there were a procedural error or if new information has been discovered. If students indicate one basis for appeal that would send the case back to the original adjudicator and another ground for appeal that involves an appeals board, then both conditions for appeal would be heard by the appeals board. If both or all students appeal and any ground for appeal involves an appeal of sanction, then all grounds for appeal would be heard through the appellate process.

**APPEAL PROCESS**

**Appeal procedures for sanctions other than suspension or expulsion:**

An Appeal Panel will be appointed by the senior Associate Dean of Students and shall consist of three members of the University: one faculty member, one staff member and one student member. No member of the Conduct Board may sit on the Appeal Panel for the same matter. The Senior Associate Dean of Students will provide training to the panel. An Appeal Panel will be convened within five (5) working days following notification of appeal from the Senior Associate Dean of Students.

The Panel shall review the record and recommend to the Senior Associate Dean of Students to approve, reject or modify an earlier decision or the sanctions recommended or imposed. A majority vote is required. The Appeal Panel will notify the Senior Associate Dean of Students of their recommendation in writing within five (5) working days. So advised, the Senior Associate Dean of Students will make a final decision in writing to the student/student organization in writing within five (5) working days. The Senior Associate Dean may reconvene the Conduct Board to hear new or different evidence. The decision of the Senior Associate Dean after a review of the Appeal Panel’s recommendation shall be final, and there are no further appeals.

Complainants and/or the Accused shall use this procedure to appeal the decision of a sexual misconduct allegation unless a sanction of suspension or expulsion is imposed. This includes an appeal of a finding of not responsible.

Within University Housing, cases heard by a Residence Hall Director in which eviction was not involved as a sanction can be appealed to the Associate Director of University Housing. Cases heard by the Associate Director of
Evictions and Sanctions

University Housing, or her/his designee, in which eviction was involved as a sanction can be appealed to the Office of Student Conduct, Rights and Advocacy. In both cases, findings will be provided to the student in writing within five (5) working days.

**Appeal procedures for sanctions of suspension or expulsion:**

**a. First Appeal—Vice President and Dean of Students for Student Affairs**

The written statement of appeal will be forwarded by the Senior Associate Dean of Students to the Office of the Vice President and Dean of Students for Student Affairs. The Vice President and Dean of Students has the sole discretion to decide whether to review the appeal or send it to an Appeal Panel for review. Should the Vice President and Dean of Students review the case, he/she will review the record and determine whether to approve, reject or modify an earlier decision or the sanctions recommended or imposed. The decision of the Vice President and Dean of Students will be made in writing within five (5) working days of receipt of the appeal unless extenuating circumstances apply. Should the Vice President and Dean of Students for Student Affairs decide to send the case to an Appeal Panel, the following procedures will apply:

**i. Appeal Panel**

The Appeal Panel shall consist of three members of the University: one faculty member, one staff member and one student member. Panel members shall be appointed by the Vice President and Dean of Students for Student Affairs. The Senior Associate Dean of Students will provide training to the panel. An Appeal Panel will normally be convened within five (5) working days following notification from the Vice President and Dean of Students for Student Affairs. The Panel shall review the record and recommend to the Vice President and Dean of Students whether to approve, reject or modify an earlier decision or the sanctions recommended or imposed. A majority vote is required. The Appeal Panel will notify the Vice President and Dean of Students of their recommendation in writing within five (5) working days. So advised, the Vice President and Dean of Students will notify the student/student organization and Senior Associate Dean of Students of the decision in writing within five (5) working days. The Senior Associate Dean of Students shall implement the decision of the Vice President and Dean of Students for Student Affairs.

**b. Final Appeal—Board of Regents**

If the student/student organization disagrees with the decision of the Vice President and Dean of Students for Student Affairs, he/she may appeal to the Board of Regents by submitting a written statement of appeal to the Dean of Students office within five (5) working days after the date of the Vice President and Dean’s decision. The Board will review the record and determine whether to approve, reject or modify an earlier decision or the sanctions recommended or imposed. The decision of the Board of Regents will be final, and the sanction(s) imposed will stand. The Board will inform the Senior Associate Dean of Students of their decision in writing and provide these findings and sanctions to the student/student organization in writing within five (5) working days following the Board of Regents Meeting. The Senior Associate Dean of Students shall implement the decision of the Board.
FACULTY, STAFF, AND ADMINISTRATION INVESTIGATION PROCESS UTILIZED IN CASES OF ALLEGED DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING

GENERAL STANDARDS OF CONDUCT

NKU is committed to operating with integrity and in compliance with all applicable federal, state and local laws, regulations and policies. Additionally, all faculty, staff and administrators are expected to conduct themselves honestly and with a high degree of personal integrity. The mutual respect and collegiality that is gained as a result of adherence to these high standards encourages a positive and productive work environment. This not only involves sincere respect for the rights of others but also requires that faculty, staff and administrators refrain from behavior, in both their professional and personal lives, that might be harmful to themselves or their coworkers and/or the university. To maintain the integrity of NKU and to protect the rights of its students, faculty, staff, administration and the university itself, employees are expected to conduct themselves honestly, professionally and ethically at all times.

Additionally, to make NKU a safe and pleasant place to work, every employee is expected to observe certain standards of conduct. Certain conduct is of such serious nature that immediate dismissal may be warranted without prior warning or discipline. Examples of such conduct are as follows: gross insubordination; dishonesty; stealing property or merchandise belonging to the university, its suppliers, students or other employees; private financial relations with customers or suppliers; deliberate damage to university property; fighting, falsifying or causing to be falsified information on an employment application, time card or other university documents; unlawful possession, use or distribution of alcohol; intoxication; the illegal use, sale, manufacture, possession or distribution of drugs or narcotics; sexual misconduct, other inappropriate sexual conduct, illegal harassment and/or discrimination; the possession or use of firearms or other weapons on university premises, including in employees’ own vehicles; or the use or threat of violence. The specific conduct described in this section does not include all of the possible grounds for discipline or discharge.

These descriptions are intended as illustrations of the types of conduct that must be avoided for the good of our employees, students, visitors and the university itself. Because these rules are essential to our most important function—high quality service to our students—as well as to the efficient operation of our business, the provisions of this section will be promptly and fairly enforced. We appreciate the cooperation of every employee in the careful observance of these standards of conduct.

Faculty, staff, administration and Student Sexual Harassment, Sexual Misconduct, Dating Violence, Domestic Violence, Stalking, and Sexually Inappropriate Behavior

All NKU members have the right to work and study in an environment free of discrimination, including freedom from sexual harassment, sexual misconduct, dating violence, domestic violence, stalking and other sexually inappropriate behavior. The intent of this policy is to foster responsible behavior in a working and academic environment free from discrimination and harassment. Thus, NKU strongly disapproves of and forbids the sexual harassment of students, faculty, staff and administration, and will not tolerate sexual assault, sexual misconduct, dating violence, domestic violence, stalking and other sexually inappropriate behavior.

Sexual harassment, sexual misconduct, dating violence, domestic violence, stalking and other sexually inappropriate behavior as defined by this policy is prohibited when it involves any member of the campus community:

- Toward a faculty member or employee by a faculty member or employee
- Toward a student by a faculty member or employee
- Toward a faculty member or employee by a student
• Toward a student by a student
• Toward a member of the faculty, staff or administration by a visitor or guest of the university
• Toward a student by a visitor or guest of the university

All members of the faculty, staff and administration (with the exception of Health, Counseling, and Student Wellness staff) are required to report incidents of prohibited conduct, harassment and/or discrimination—including sexual harassment and gender discrimination, sexual misconduct, relationship violence and sexually inappropriate behavior—that they observe, are informed about or of which they become aware by any means to the Office of Title IX.

Discrimination occurs when race, color, national or ethnic origin, sex, sexual orientation, gender identity or expression, marital status, disability, religion, veteran status, age or any protected status is used as (inappropriate) irrelevant criteria for action. Discrimination is particularly condemned when it exploits and jeopardizes the trust that should exist among members of an educational institution. To preserve a work and study atmosphere that fosters such trust, NKU affirms the principle that students, faculty and staff must be treated equitably and evaluated on the basis of merit rather than irrelevant criteria. When a person intentionally or inadvertently abuses the power and authority inherent in their position, there can be negative consequences both to the individuals involved, as well as to the educational and working environment of the university.

Discrimination also includes harassment. Harassment may be based on a person’s race, color, national or ethnic origin, sex, sexual orientation, gender identity or expression, marital status, disability, religion, veteran status, age or any protected status. It includes a wide range of abusive and humiliating verbal or physical behaviors that are directed against a particular person or persons. In some cases, the conduct may be such that it is clear that it is directed against a particular person or persons, even though the person(s) may not be explicitly identified.

Examples of unacceptable behavior include but are not limited to the following:

• Physical, emotional or mental abuse
• Racial, religious, ethnic or gender—based or sexual insults
• Derogatory ethnic, religious or sexual jokes or slurs
• Unwelcome sexual comments or advances
• Taunting intended to provoke an employee
• Requests for sexual favors used as a condition of employment or affecting any personnel decisions such as hiring, promotion or compensation
• Unwanted physical contact such as pinching, grabbing, rubbing, etc.; stalking, bullying, cyberbullying, etc.

All members of the faculty, administration and support staff who have information regarding, are witness to or become aware of by any means any form of harassment or discrimination are required to report the incident.

REPORTING OF PROHIBITED CONDUCT, HARASSMENT AND DISCRIMINATION VIOLATIONS

Any faculty, staff or administrator who believes they have been a victim of any form of prohibited conduct, harassment or discrimination in any form should bring the matter to the Office of Human Resources.

All faculty, staff and administration members are required to report incidents of prohibited conduct, harassment and/or discrimination, including sexual harassment and gender discrimination, sexual misconduct, relationship violence and sexually inappropriate behavior, that they observe, that they are informed about or of which they become aware by any means to Office of Title IX.

Review Process

When the individual making a claim or is the respondent to a claim and is a faculty, staff or administrator, the investigation will normally be assigned and investigated by the Title IX Investigator or Human Resources. The investigation at a minimum include meeting with the individual making the claim, the individual who is the respondent and any witnesses or those who may have relevant information. Any action taken regarding a faculty member will be determined based on procedures set forth in the faculty handbook. Any action taken regarding a staff
or administrator will be based on university policy and procedures. NKU, in its sole discretion, makes corrective action decisions.

Faculty or staff complaints about a student will be reviewed by the Office of Title IX. The judicial procedures for sexual harassment grievances are outlined in the Student Code of Conduct.

Student complaints about other students will be reviewed and investigated per the Sexual Misconduct Policy by the Office of Title IX. The judicial procedures for sexual harassment grievances are outlined in the Student Code of Conduct.

During the course of an investigation, the individual conducting the investigation may consult with or notify the university president, the provost, the vice president of Student Affairs, the designee of Human Resources, the chief of police and/or another administrator or outside legal counsel as appropriate.

Confidentiality will be maintained throughout the investigation to the extent practicable and consistent with NKU’s need to undertake a full and impartial investigation. Only those with a need-to-know business will be involved in the investigation.

In cases involving an issue or concern outlined on page 54, both the complainant and/or the respondent may have an advisor of their choice present during the investigation.

The role of an advisor is to support the claimant/respondent, but the advisor may not represent the claimant/respondent during the investigation. The claimant/respondent may speak quietly with their advisor or request a short break in order to speak.

Faculty, staff and administrators questioned by the university during the course of an investigation are expected to provide their full cooperation. In turn, it is the expectation of NKU that all those involved in an investigation, including the individual making the claim, the individual who has been accused and any witnesses will be treated with dignity and respect during the course of the investigation. If criminal conduct has been alleged, the claimant may elect to file a complaint with the appropriate authorities. The university will conduct its own investigation, even if a criminal investigation occurs.

NKU will normally conclude its investigation in a period of 60 days or less. In rare cases where the matter presents particular complexities or the unavailability of witnesses, the time period may be extended. All investigations will offer an equal opportunity for the claimant and the respondent to present relevant witnesses and other evidence. At the conclusion of the investigation, the university will determine whether a violation of this policy occurred using a “preponderance of the evidence” standard. This means that, based on the totality of the evidence, harassment more likely than not occurred (not a “clear and convincing evidence” standard).

The individual making the complaint, as well as the respondent, will be apprised of the outcome of the investigation in writing. The University Grievance Procedure is available to staff and administrators after a determination has been made by the university as discussed above (as long as it meets one of the three grounds identified in the policy).

If harassment or other violation is found to have occurred, immediate and appropriate action will be taken to stop the harassment or other violation, eliminate the hostile environment, prevent its recurrence and remedy its effects.

Where a respondent has been found responsible, NKU will take appropriate actions, which may include disciplinary and corrective actions designed to prevent future occurrences. Sanctions may be issued individually, or a combination of sanctions may be imposed. The determination of sanctions is based upon a number of factors including: the nature, severity of and circumstances surrounding the violation; the harm suffered by the complainant; any ongoing risk to either the complainant or the community posed by the respondent; the impact of the violation on the community, its members or its property; any previous disciplinary history; previous complaints or allegations involving similar conduct; and any mitigating or aggravating circumstances.

Corrective action measures may consist of actions including: verbal warning, written warning, last-chance agreement, suspension without pay or possible termination of employment. Employees found responsible for incidents of sexual violence or assault will receive a more significant corrective action, up to and including termination. The determination of corrective action is made by a designee.
of Human Resources. Faculty sanctions will be handled per procedures outlined in the Faculty Handbook.

In appropriate cases, NKU may determine the misconduct was motivated by bias, insofar as a complainant was selected on the basis of their race, color, ethnicity, national origin, religion, sex, sexual orientation, gender expression, gender identity, age, veteran’s status, marital/family status, genetic information or disability.

Where the university determines that the misconduct was motivated by bias, it may elect to increase the sanction imposed as a result of this motivation. Disciplinary sanctions may range from probation to permanent separation from NKU. They may also include any educational, remedial or corrective actions as warranted. Sexual assault allegations cannot be resolved through any voluntary or informal process.

**Notice of Outcome and Sanction**
The university will communicate the outcome and any sanction(s) to the complainant and respondent. Generally, the outcome of the formal process will be final and communicated to the parties within five business days from the date of the final determination and will be provided in writing.

**Grievance Procedure**
The University Grievance Procedure exists as a means to contest a determination that has been made regarding an alleged violation of the university’s Harassment and Discrimination-Free Workplace Policy, including any Title IX-related claims. This procedure is available to employees after a determination has been made by a university administrator.

**What Categories are Not Covered by the University Grievance Appeal Procedure?**
The University Grievance Appeal Procedure does not apply to issues concerning compensation, classification, work standards, other university policies, matters that are beyond the control of jurisdiction of the university or any disciplinary matter or termination unless the employee believes that such actions were the result of unlawful discrimination or harassment.

Additionally, dismissal of a faculty member for cause, non-reappointment of a non-tenured faculty member or tenure/promotion issues may not be addressed with the University Grievance Appeal Procedure. These faculty issues, which may be addressed using procedures found in the Faculty Handbook, are under the purview of the peer review committee, a faculty committee that is distinct from the other grievance processes.

**NOTIFICATION TO VICTIMS OF CRIMES OF VIOLENCE**
NKU will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense the report on the results of any disciplinary proceeding conducted by the university against a student or employee who is the alleged perpetrator of that crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next kin of such victim shall be treated as the alleged victim for the purposes of this paragraph.

**CRIME PREVENTION, FIRE SAFETY AND SAFETY AWARENESS PROGRAMMING**
NKU offers many programs designed to inform students and employees about campus security procedures and practices. A common theme of all awareness and crime prevention programs is to encourage students and employees to be responsible for their own safety and for the safety of others on campus.

Crime prevention programs on personal safety and security are sponsored by various campus organizations throughout the year. These programs include general crime prevention and security awareness programs such as safety education forums, programs and discussions about topics such as alcohol abuse, sexual assault awareness and prevention, relationship violence awareness and prevention, bystander intervention, fire safety, emergency response and evacuation procedures and theft prevention. University Police, Residence Life, Student Affairs, Student Conduct, Rights and Advocacy and the Title IX officer participate in forums, panels, meetings and programs in residence halls and fraternities to explain university security, campus safety and fire safety measures and procedures at NKU.
with all incoming students during the fall orientation program. These crime prevention and security awareness themes are additionally reviewed as part of the University Police’s community policing liaison program with sororities, fraternities, first-year residents and other key student groups and organizations. New-employee orientation includes the distribution of crime prevention and fire safety materials to all new employees during scheduled orientation sessions throughout the year.

ALCOHOL/DRUG POLICIES AND PROCEEDINGS

In accordance with the federal Drug-Free Workplace Act of 1988, the federal Drug-Free Schools and Communities Act (DFSCA) of 1989, and state policies on alcohol and other drugs, NKU prohibits the unlawful or unauthorized possession, use, sale, manufacture, distribution or dispensation of alcohol and other drugs by employees and students in the workplace, on university property or as part of any campus activity. Employee or student violators are subject to disciplinary action, up to and including termination of employment and expulsion.

In order to ensure the university’s commitment to a quality educational and work environment, every student, faculty and staff member of the NKU community has a right to work and learn in an environment free from the effects of alcohol and other drug abuse.

It is the policy of the university to discourage the misuse and abuse of alcohol and other drugs. NKU prohibits the unlawful possession, use or distribution of drugs and alcohol on its property or as part of its activities. Alcoholic beverages are permitted in university facilities for private events with permission of various departments, provided such does not violate any law or university regulation.

The Drug Free Schools and Communities Act requires every institution of higher education to inform students of standards of conduct that clearly prohibit violations of local, state and federal laws pertaining to alcohol and other drugs. Standards of conduct for NKU students, including those that prohibit certain behavior related to substance use/abuse, are found in the NKU Code of Student Rights and Responsibilities (nkue.edu/scra). For more information about these policies, please contact the Office of Student Conduct, Rights, and Advocacy by visiting Student Union 301 or by calling (859) 572-5147.

In response to the serious problems of alcohol and other drug abuse in our society, NKU offers a variety of educational and assistance programs to the student population. For more information about these programs, students should contact the Office of Health, Counseling, and Student Wellness by visiting University Center 440 or by calling (859) 572-5650.

University Police reports violations of law to the appropriate university department and works in collaboration with the state and local police, who are responsible for enforcing the laws of the Commonwealth of Kentucky, including laws relative to the possession, use and sale of alcoholic beverages. This includes the enforcement of state underage drinking laws and federal and state drug laws. Student violations of the policies and guidelines pertaining to alcohol and drugs specified in the NKU’s Code of Student Rights and Responsibilities Handbook will result in sanctions appropriate to the degree of the violation. Sanctions will increase in severity for repeated violations. Student sanctions will include but are not limited to: points, fines, education, referrals for counseling, community service, probations, residence hall separation or suspension or expulsion from the university.

Students and employees are expected to be acquainted with and abide by state laws and university regulations regarding alcohol and drugs and to be aware of the social, physiological and psychological consequences of excessive drinking in order to make responsible and informed decisions about the serving and consumption of alcohol. NKU’s Alcoholic Beverage Policy is designed to be consistent with the laws of the Commonwealth of Kentucky, which, in general, prohibits the possession, consumption, transporting and serving of alcoholic beverages by and to persons less than 21 years of age. The university enforces all local and state laws regarding the possession, use and sale of alcoholic beverages, including those prohibiting the consumption of alcoholic beverages by persons under the age of 21 on campus and at university-sponsored activities. NKU provides regular education programs on alcohol and drug abuse as well as counseling services.

Appearing in a public place on university premises or at university-sponsored activities under the influence
of a controlled or other intoxicating substance to the degree that there is danger to self, others or property, or unreasonable annoyance to others can result in the individual being criminally charged and are subject to university disciplinary proceedings.

The full text of the NKU’s Alcohol Beverage Policy is available online (nk.edu/scra).

There are also serious legal repercussions for driving under the influence of alcohol. Drivers under the age of 21 with a BAC of .02 or higher will be charged with Driving Under the Influence (DUI). Drivers 21 and over with a BAC of .08 or higher will be charged with DUI. Locally, there are local open container and noise ordinances.

Narcotics on Campus

The use of narcotics and controlled substances without a prescription on university premises, as elsewhere, is illegal. Illegal possession, use and/or sale of drugs or narcotics by students, employees or guests constitute unacceptable and illegal conduct. University Police reports violations of law to the appropriate university department and works in collaboration with state and federal law enforcement and local police. When students are awarded PELL or other federally funded grants, they agree to abide by the conditions of the drug-free workplace certifications. It is their responsibility to inform the Office of Student Financial Assistance within five days of any criminal illegal drug statute conviction.

The Office of Student Conduct, Rights, and Advocacy will contact Health, Counseling and Student Wellness to provide the AOD counselor with referred students’ names for reporting student compliance. The referring office will provide the student with information explaining the referral process, fees, class times, deadlines and contact information. The student will be notified by letter as to the session he/she is to attend.

Anyone who has questions about the referral process should contact the Office of Student Conduct, Rights & Advocacy at (859) 572-5147 or by visiting the office in Student Union 301.

The Code of Student Rights and Responsibilities also specifies the prohibitions and penalties for violations of these prohibitions and is part of the Code of Student Rights and Responsibilities Handbook, which is published under separate cover and is available through the Office of Student Conduct, Rights and Advocacy (nk.edu/scra).

The Personal Responsibility Education Program (PREP) at NKU is a mandatory, one-time intervention program designed to educate students about facts, effects and risks of abusing alcohol and/or other drugs. The program was established to assist students who have been referred by University Housing, the dean of students officer or Athletics for first-time infractions related to substance abuse on campus and for violating the university’s alcohol and drug policy. More information about PREP can be located online (nk.edu/hcsw/prep). Additional alcohol and drug policies, standards of conduct, applicable disciplinary sanctions, health risks, counseling and treatment, processes, goals and objectives can be found on this website and within the Health, Counseling and Student Wellness. The biennial report, developed in accordance with the Drug Free Schools and Communities Act (DFSCA) of 1989 can be obtained from the Office of Student Conduct, Rights and Advocacy, located in the Student Union 301 or by calling (859) 572-5147.

ALCOHOL AND OTHER DRUGS (AOD)
EDUCATION AND OUTREACH

NKU recognizes that alcohol and other drug abuse is a serious problem in our society and offers a variety of educational and assistance programs to the student population:

- An annual alcohol and drug abuse awareness week
- Alcohol/drug education and assistance program for athletes.
- Annual residence hall programs on drug and alcohol abuse
- Annual alcohol and drug training sessions for residence hall assistants

Student Wellness provides materials and/or presentations related to all various aspects of wellness including
substance abuse prevention, managing stress, alcohol 101 and other related topics. Information, literature and presentations on substance abuse are available in the Health, Counseling and Student Wellness Office, located in University Center 440. To receive more information, contact the department at (859) 572-5650 or via e-mail at hcsw@nku.edu.

All university employees, faculty members, their dependents and household members are eligible to use the services provided by NKU’s Employee Assistance Program (nku.edu/hcsw/eap).
ANNUAL FIRE SAFETY REPORT AND INFORMATION

Each year, the Northern Kentucky University Police Department completes an Annual Fire Safety Report (ASR) that includes yearly fire statistics, a description of fire safety systems, yearly fire drills, policies on portable electrical appliances, smoking and open flames, evacuation procedures, policies on fire safety education and training, and contact information.

The university shall complete the ASR and include in the university’s annual report pursuant to the Clery Act. To view or obtain a copy of the ASR, visit the University Police website (nku.edu/police). There are also safety guides, fire prevention, fire safety and education programs, and fire safety policies online.

DESCRIPTION OF EACH STUDENT HOUSING FACILITY FIRE SAFETY SYSTEMS

The existence or nonexistence of automatic fire suppression systems in on-campus housing facilities: Sprinkler systems, smoke detectors and fire alarms are provided in the residence halls as specified by fire safety codes. Currently, the existence of automatic fire suppression systems in on-campus housing facilities is disclosed through a brochure created by the Office of Safety and Emergency Management and Compliance and is distributed by University Housing staff to all residents.

<table>
<thead>
<tr>
<th>Facility</th>
<th>Fire Alarm Monitoring Done on Site (by University Police)</th>
<th>Partial *1 Sprinkler System</th>
<th>Full *2 Sprinkler System</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plans &amp; Placard</th>
<th>Number of evacuation (fire) drills each year</th>
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</thead>
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<td>X</td>
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<td>X</td>
<td>X</td>
<td>4</td>
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<td>X</td>
<td>X</td>
<td>X</td>
<td>4</td>
<td>X</td>
<td>X</td>
<td>4</td>
</tr>
<tr>
<td>Norse Hall 10 Campbell Drive</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>2</td>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
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<td>X</td>
<td>X</td>
<td>X</td>
<td>50</td>
<td></td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>University Suites 30 Campbell Drive</td>
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<td>X</td>
<td>24</td>
<td>X</td>
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<tr>
<td>Woodcrest Apartments 10 Campbell Drive</td>
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<td>X</td>
<td>X</td>
<td>3</td>
<td></td>
<td></td>
<td>4</td>
</tr>
</tbody>
</table>

*1. Partial Sprinkler Systems is defined as having sprinklers in the common areas only

*2. Full Sprinkler System is defined as having sprinklers in both the common areas and individual rooms.

Note: Apartment style dorms having a direct exit to the outside are not required to have emergency evacuation plans.
Norse Hall
Norse Hall is an apartment-style housing facility in which each apartment has access directly to the outside of the building. Each apartment is equipped with a single station smoke detector. Norse Hall is equipped with an automatic fire alarm system with pull stations at each level and automatic flow switched on the sprinkler system. Horns/strobes have been placed in each apartment. The building is fully sprinkled with automatic flow switches attached to the fire alarm.

Woodcrest Apartments
Woodcrest is an apartment-style housing facility in which each apartment has egress directly to the outside. Each apartment is equipped with a single station smoke detector. Woodcrest is equipped with an automatic fire alarm system with pull stations at each level and automatic flow switched on the sprinkler system. Horn/strobes have been placed in each apartment. The building is fully sprinkled with automatic flow switches attached to the fire alarm.

Kentucky Hall
Kentucky Hall is a traditional-style housing facility. Each unit is equipped with a single station smoke detector. The building is equipped with an automatic fire alarm system with system smoke detectors throughout the hallways, common areas and equipment rooms. System pull stations are located at each exit on every floor. Horn/strobes are located in the common hallways. The building is fully sprinkled with automatic flow switches attached to the fire alarm.

Commonwealth Hall
Commonwealth Hall is a traditional-style housing facility. Each unit is equipped with a single station smoke detector. The building is equipped with an automatic fire alarm system with system smoke detectors throughout the hallways, common areas and equipment rooms. System pull stations are located at each exit on every floor. Horn/strobes are located in the common hallways. The building is fully sprinkled with automatic flow switches attached to the fire alarm.

University Suites
University Suites is equipped with an automatic fire alarm system consisting of system smoke detectors in each unit with pull stations at each exit. Speaker and speaker/strobes are located in each unit and in the common hallways. The building is fully sprinkled with automatic flow switches attached to the fire alarm.

Callahan Hall
Each unit is equipped with a single station smoke detector. The building is equipped with an automatic fire alarm system with system smoke detectors throughout the hallways, common areas and equipment rooms. System pull stations are located at each exit on every floor. Horn/strobes are located in each unit and the common hallways. The building is fully sprinkled with automatic flow switches attached to the fire alarm.

Northern Terrace
Each unit is equipped with two single station smoke detectors. This building is equipped with an automatic fire alarm system with smoke detectors in elevators lobbies and mechanical rooms. System pulls stations are located at each exit. Horn/strobes are located in each unit and in the common open-air breezeways. The building is fully sprinkled with automatic flow switches attached to the fire alarm.

NOTE: The campus fire alarm system is a certified proprietary system monitored by University Police.
## ANNUAL FIRE SAFETY REPORT/FIRE STATISTICS (ON-CAMPUS)

### CALENDAR YEAR 2018

### Fires: On-Campus Student Housing Facilities

<table>
<thead>
<tr>
<th>Facility</th>
<th>Street Address</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
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<tbody>
<tr>
<td>Callahan Hall</td>
<td>3510 Alexandria Pike</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Commonwealth Hall</td>
<td>20 Campbell Drive</td>
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<td>0</td>
</tr>
<tr>
<td>Kentucky Hall</td>
<td>20 Campbell Drive</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Norse Hall</td>
<td>10 Campbell Drive</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>University Suites</td>
<td>30 Campbell Drive</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Woodcrest Apartments</td>
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<td>1</td>
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<tr>
<td>Northern Terrace Apartments</td>
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<tr>
<td><strong>Total</strong></td>
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### Fires—Summary

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</thead>
<tbody>
<tr>
<td>Callahan Hall</td>
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<tr>
<td>Commonwealth Hall</td>
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<td>Kentucky Hall</td>
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<td>Woodcrest Apartments</td>
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<tr>
<td>Northern Terrace</td>
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<td><strong>Total</strong></td>
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<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
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</tr>
</tbody>
</table>
Disability Accommodation

Students with disabilities are given priority for first-floor housing to any student who informs the institution of a disability or a sensory, cognitive, or neurological deficit or impairment, or a learning disorder, minimal brain dysfunction, dyslexia, pervasive developmental disorder, autism or Asperger’s syndrome. If the first-floor housing is unavailable, the university allows the student to seek alternative on-campus or off-campus housing.

University Housing maintains a record of all on-campus housing assignment for student with disabilities. These records are shared with University Police at the beginning of each semester.

SECURITY OF AND ACCESS TO CAMPUS FACILITIES

Academic and Administrative Buildings

NKU’s campus is open to the public. The majority of academic and administrative buildings are open to the public during normal business hours—typically 8:15 a.m. to 4:30 p.m., except holidays—and are typically secured through an automated access control system. Some buildings or labs are open for longer periods to accommodate evening classes, research, community usage or other special program needs. The Steely Library hours can fluctuate, but the library is normally accessible 7 a.m. to 1 a.m., Monday through Thursday of each week and other similar hours for Friday through Sunday, except holidays, break periods and summer session.

Access to some of these buildings is also controlled by card access after normal business hours, and each of these buildings have varied levels of access. Individuals who wish to access these buildings during non-business hours or special events should contact the appropriate department head. Individuals can also request doors to be opened by using the Door Opening Request System (doorrequest.nku.edu).

Academic and administrative buildings do not have a specific University Police officer assigned to them. However, University Police officers patrol the interior and exteriors of all academic and administrative buildings on a regular basis. For information about the access protocol for a specific building, see the building manager, a department head or contact University Police at (859) 572-5500.

University Housing

Access to residential communities is restricted to NKU housing residents, authorized staff, their approved guests and other approved members of the university community. The halls are secured by key and lock systems 24 hours a day, seven days a week. Residents gain entry by use of a key or by swiping their student ID cards in the card access readers. All others gain entry by request using an intercom system. University Housing and Operations & Maintenance employees perform preventative maintenance throughout the residences, as well as responding to reported issues. Members of University Police regularly patrol the interiors and exteriors of all campus residential communities. Residence Life professional and student staff also enforce campus policies and security measures within the residential communities to achieve a community respectful of individual and group rights and responsibilities.

Students are encouraged to keep their room and apartment doors locked at all times. They are expected to ensure that doors latch behind them when they enter or leave a building and not to prop doors open. Residents should notify University Police immediately of any suspicious activity.

Residents are cautioned against permitting strangers to enter the buildings and are strongly discouraged from holding doors open for strangers. University Police officers patrol the residential communities on a regular basis.

Resident Assistants also enforce security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities. University Housing staff and University Police also conduct periodic educational sessions on prevention of various crimes, including sexual assault and acquaintance rape.

Housing and Academic Year Breaks

University Housing remains open to residents during all academic year breaks, including fall break, Thanksgiving break, winter break and spring break. Students who choose to remain in their room during winter break, specifically, are encouraged to notify their Residence Hall Director for safety and security purposes. University Housing provides limited services during academic year breaks.
MAINTENANCE OF CAMPUS FACILITIES

NKU is committed to campus safety and security, and its facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Operations and Maintenance helps keep university buildings and grounds safe and secure. The director of Operations and Maintenance, or his designated representative, inspects campus facilities regularly, promptly makes repairs affecting safety and security and responds to reports of potential safety and security hazards (such as broken windows and locks). Shrubbery, trees and other vegetation on campus are trimmed on a regular basis by the Grounds and Horticulture staff. University Police assists Operations and Maintenance personnel by reporting potential safety and security hazards. Students, faculty, staff and visitors are encouraged to report any equipment problems, safety or security hazards by calling Operations and Maintenance at (859) 572-5660 and/or University Police at (859) 572-5500.

The campus’ overall safety and security program is supplemented by a variety of technological systems including; access control, emergency phones and fire detection, suppression and reporting systems. Other members of the university community are helpful when they report equipment problems to University Police and Operations and Maintenance.
GRANT COUNTY CENTER
CAMPUS SAFETY AND SECURITY FOR 2019 ACTIVITY REPORTED FOR CALENDAR YEAR 2018

Grant County Campus:

**VAWA Offenses Reporting Table**

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>On-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence</td>
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</tr>
<tr>
<td></td>
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<tr>
<td></td>
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<tr>
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<td>2016</td>
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<td></td>
<td>2018</td>
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**Criminal Offenses Reporting Table**

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<td></td>
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<tr>
<td>Manslaughter By Negligence</td>
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### Arrests and Disciplinary Referrals Reporting Table

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### GRANT COUNTY CAMPUS:

#### Hate Crime Reporting
- 2018: Zero hate crimes to report
- 2017: Zero hate crimes to report
- 2016: Zero hate crimes to report

#### Descriptive Unfounded Crime Reporting
- 2018: Zero unfounded crimes to report
- 2017: Zero unfounded crimes to report
- 2016: Zero unfounded crimes to report
CLERY DESIGNATED CRIME DEFINITIONS

The following definitions come from the Summary Reporting System (SRS) User Manual from the FBI’s Uniform Crime Reporting Program and are used for purposes of reporting crimes under the Clery Act.

Criminal Homicide
Murder and non-negligent manslaughter: the willful (non-negligent) killing of one human being by another.

Criminal Homicide
Manslaughter by negligence: the killing of another person through gross negligence.

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

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

Burglary
The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft
The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned – including joyriding.)

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.

Weapons Law Violations
The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Drug Abuse Violations
The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws–specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Liquor Law Violations
The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

The following definitions come from the U.S. Department of Education Code of Federal Regulations as they relate to hate crimes and are used for purposes of reporting hate crimes under the Clery Act.

Hate Crime
A crime that is reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Categories of bias include the victim’s actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin and disability. (34 CFR § 668.46(a))

For purposes of Clery Act reporting, hate crimes are reported for the following crimes: criminal homicide; murder and non-negligent manslaughter; sex offenses (rape, fondling, incest and statutory rape); robbery; aggravated assault; burglary; motor vehicle theft; arson;
larceny-theft; simple assault; intimidation; and destruction/damage/vandalism of property. See above for definitions of criminal homicide, robbery, aggravated assault, burglary, motor vehicle theft and arson. See Section XII.A for definitions of sex offenses.

The definitions for larceny-theft, simple assault, intimidation and the destruction/damage/vandalism of property come from the Hate Crime Data Collection Guidelines and Training Manual from the FBI's Uniform Crime Reporting Program:

**Larceny**
Theft (except motor vehicle theft): the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc. are excluded.

**Simple Assault**
An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

**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.

**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.

VIOLENCE AGAINST WOMEN ACT (VAWA): VAWA OFFENSES STATISTICS INCLUDE DATING VIOLENCE; DOMESTIC VIOLENCE, SEXUAL ASSAULT AND STALKING.

**Domestic Violence, Dating Violence, and Stalking**
additions from the 2014 VAWA Negotiated Rulemaking Final Consensus Language:

The Federal definition (from VAWA) of domestic violence: a felony or misdemeanor crime of violence committed:

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

The Federal definition (from VAWA) of Dating Violence: the term dating violence means violence committed by a person:

- Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- The existence of such a relationship shall be determined based on the reporting party’s statement with consideration of:
  1. The length of the relationship;
  2. The type of relationship;
  3. The frequency of interaction between the persons involved in the relationship.
• Dating violence includes but is not limited to sexual or physical abuse or the threat of such abuse
• Dating violence does not include acts covered under the definition of domestic violence.

The Federal definition (from VAWA) of Stalking: engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

• Fear for the person’s safety or the safety of others; or
• Suffer substantial emotional distress

For the purpose of this definition:

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

HATE CRIMES

A hate crime is any of the above offenses, and any other crime involving bodily injury, reported to a local police agencies or campus security authority that manifest evidence that the victim was intentionally selected because of the perpetrator’s bias, or the perpetrator perceived the person to be in one of the protected group categories. Additionally, on Aug. 14, 2008, the Clery Act was amended to include larceny/simple assault, intimidation and destruction/damage/vandalism (except arson) as reportable categories of hate crimes. These new reporting categories are only reported if motivated by bias as determined by one of the designated bias categories.

The types of bias categories include: race, gender, religion, sexual orientation, ethnicity, national origin, gender identity and disability.

Definitions

To ensure uniformity in reporting nationwide, the following definitions have been adopted for use in hate crime reporting:

Bias: a preformed negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation or ethnicity/national origin.

Bias Crime: a criminal offense committed against a person or property is motivated, in whole or in part, by the offender’s bias against a race, religion, disability, sexual orientation or ethnicity/national origin. This is also known as hate crime.

Race: a preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes and/or hair; facial features, etc.) genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).

Religion: a preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).

Sexual Orientation: a preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual orientation is the term for a person’s physical, romantic and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual and heterosexual (straight) individuals.

Gender: a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

Gender Identity: a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender
or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup.

A gender non-conforming person may or may not be a lesbian, gay, bisexual or transgender person but may be perceived as such.

**Ethnicity:** a preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term “race” in that “race” refers to a grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

**National Origin:** a preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.

**Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

NOTE: Even if the offender was mistaken in their perception that the victim was a member of the group the offender was acting against, the offense is still a bias crime because the offender was motivated by bias against the group.

**UNIFORM CRIME REPORTING DEFINITIONS**

Kentucky is certified for National Incident Based Reporting System (NIBRS) reporting. University Police submits reports through the Kentucky Open Portal Solution (KyOPS), and crime statistics are obtained from those reports. Crime statistics as defined by the Uniform Crime Reporting (UCR) program for the following crimes are reported and occur on the property owned by the university. The UCR divides offenses into two groups: Part 1 and Part II offenses.

**PART 1 OFFENSES**

**Criminal Homicide:**

A) Murder and non-negligent manslaughter: the willful (non-negligent) killing of one human being by another. Deaths caused by negligence, attempts to kill, assaults to kill, suicides and accidental deaths are excluded. The program classifies justifiable homicides separately and limits the definition to:

1. The killing of a felon by a law enforcement officer in the line of duty; or
2. The killing of a felon, during the commission of a felony, by a private citizen.

B) Manslaughter by negligence; the killing of another person through gross negligence. Traffic fatalities are excluded.

**Rape:** 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 consent of the victim. Statutory offenses (no forced used—victim under age of consent) are excluded.

**Robbery:** the taking or attempted taking of anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault:** an unlawful attached by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

**Burglary (breaking or entering):** the unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.

**Larceny-Theft (except motor vehicle theft):** the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Examples are thefts of bicycles or automobile accessories,
shoplifting, pocket-picking or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

Motor Vehicle Theft: the theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on land surface and not on rails. Motorboats, construction equipment, airplanes and farming equipment are specifically excluded from this category.

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.

PART II OFFENSES

Other Assaults (simple): assaults and attempted assaults which are not of an aggravated nature and do not result in serious injury to the victim. This includes subjecting a person to unlawful physical attack or in fear of bodily harm by word or action.

Forgery and Counterfeiting: the altering, copying or imitating of something, without authority or right, with the intent to deceive or defraud by passing the copy of thing altered or imitated as that which is original or genuine; or the selling, buying or possession of an altered, copied or imitated thing with the intent to deceive or defraud. Attempts are included.

Fraud: the intentional perversion of the truth for the purpose of inducing another person or other entity in reliance upon it to part with something of value or to surrender a legal right. Fraudulent conversion and obtaining of money or property by false pretenses, confidence games and bad checks, except forgeries and counterfeiting, are included.

Embezzlement: the unlawful misappropriation or misapplication by an offender to his/her own use or purpose of money, property or some other thing of value entrusted to his/her care, custody or control.

Stolen Property; Buying, Receiving, Possessing: buying, receiving, possessing, selling, concealing or transporting any property with the knowledge that it has been unlawfully taken, as by burglary, embezzlement, fraud, larceny, robbery, etc. Attempts are included.

Vandalism: to willfully or maliciously destroy, injure, disfigure or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth or any other such means as may be specified by local law. Attempts are included.

Weapons; Carrying, Possessing, etc.: the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. Attempts are included.

Prostitution and Commercialized Vice: the unlawful promotion of or participation in sexual activities for profit, including attempts.

Sex offenses (except forcible rape, prostitution and commercialized vice): statutory rape, offenses against chastity, common decency, morals and the like. This includes the offense of fondling. Attempts are included.

Drug Abuse Violations: the violation of laws prohibiting the production, distribution and/or use of certain controlled substances. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The following drug categories are specified: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics—manufactured narcotics that can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Gambling: to unlawfully bet or wager money or something else of value; assist, promote or operate a game of chance for money or some other stake; possess or transmit wagering information; manufacture, sell, purchase, possess or transport gambling equipment, devices or goods; or tamper with the outcome of a sporting event or contest to gain a gambling advantage.
**Offenses Against the Family and Children:** unlawful nonviolent acts by a family member (or legal guardian) that threaten the physical, mental or economic well-being or morals of another family member and that are not classifiable as other offenses, such as assault or sex offenses. Attempts are included.

**Driving Under the Influence:** driving or operating a motor vehicle or common carrier while mentally or physically impaired as the result of consuming an alcoholic beverage or using a drug or narcotic.

**Liquor Laws:** the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness. Federal violations are excluded.

**Drunkenness:** to drink alcoholic beverages to the extent that one’s mental faculties and physical coordination are substantially impaired. This excludes driving under the influence.

**Disorderly Conduct:** any behavior that tends to disturb the public peace or decorum, scandalizes the community or shocks the public sense of morality.

**Vagrancy:** the violation of a court order, regulation, ordinance or law requiring the withdrawal of persons from the streets or other specified areas; prohibiting persons from remaining in an area or place in an idle or aimless manner; or prohibiting persons from going from place to place without visible means of support.

**All Other Offenses:** all violations of state or local laws not specifically identified as Part I or Part II offenses, except traffic violations.

This information is provided as a part of NKU’s continuing commitment to safety and security on campus in compliance with the Uniform Crime Reporting Act and the Jeanne Clery Act. Concerns, questions or complaints related to this document or the applicable statutes should be directed to the chief of police either by mail at Northern Kentucky University Police, 415 Old Johns Hill Road, Highland Heights, KY 41076; by email at gaffinj@nku.edu; or by telephone (859) 572-5500.