2021 ANNUAL SECURITY & FIRE SAFETY REPORT

REPORT REFLECTS 2020 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 (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 Lahey 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 procedures 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 Combs, 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 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 23rd-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.

MESSAGE FROM THE PRESIDENT

Our focus at Northern Kentucky University is the success of our students. Maintaining a safe environment and our students’ confidence in their safety is key. Safety is a priority for our students, faculty, staff and visitors.

As part of our commitment to university safety, we publish the Annual Security Report with information about the Clery Act and incidents that have occurred in our area. The report also includes information about crime reporting, crime prevention, victim’s rights and services, public safety programs, and other information that will help better inform you about the safety of our campus and the services available at NKU.

Everyone plays an important role in ensuring the safety of our campus community. It is our responsibility to remain observant and report any activity, individual, or incident that poses a threat to our campus community. I encourage you to read this report and learn how we can all help to ensure NKU is safe for everyone.

Thank you, and go Norse!

Ashish Vaidya
President, Northern Kentucky University

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 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 at NKU.

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

We are a part of the educational process. We enjoy engaging and educating while also keeping student safety our top priority.

- AUTUMN RUEHL, COMMUNITY RESOURCE OFFICER, NKU
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 vary 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 the 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 $58,328 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 41076, or you can request that a copy be mailed to you by calling (859) 572-5746 or sending an email to combsg7@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 Williamsport 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 (nku.edu/securityreports). A physical copy can be requested by contacting the Clery compliance coordinator, Gina Combs, 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 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.

Compliance:
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, 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.

- **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)


<table>
<thead>
<tr>
<th>OFFENSE (Crimes Reported by Hierarchy)</th>
<th>YEAR</th>
<th>On-Campus Property (including Student Housing Facilities)</th>
<th>On-Campus Property (Student Housing Facilities only)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder Non-Negligent Manslaughter</td>
<td>2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Manslaughter By Negligence</td>
<td>2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
<td>2020</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2019</td>
<td>10</td>
<td>9</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Fondling</td>
<td>2020</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2019</td>
<td>9</td>
<td>6</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Incest</td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Statutory Rape</td>
<td>2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>2020</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2019</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Burglary</td>
<td>2020</td>
<td>4</td>
<td>3</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>4</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>2020</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2019</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
### Arson

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>On-Campus Property (including Student Housing Facilities)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Arrests and Disciplinary Referrals Reporting Table

**OFFENSE YEAR GEOGRAPHIC LOCATION**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2019</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2020</td>
<td>6</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2019</td>
<td>24</td>
<td>19</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>7</td>
<td>3</td>
<td>0</td>
<td>4</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2020</td>
<td>11</td>
<td>7</td>
<td>0</td>
<td>4</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2019</td>
<td>13</td>
<td>13</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>15</td>
<td>15</td>
<td>0</td>
<td>3</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2020</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>2019</td>
<td>17</td>
<td>17</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>2018</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>2020</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2019</td>
<td>44</td>
<td>44</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>13</td>
<td>13</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</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>Non-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence</td>
<td>2020</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2019</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>2018</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

### Dating Violence

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>On-Campus Property (including Student Housing Facilities)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2019</td>
<td>9</td>
<td>9</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Stalking

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>YEAR</th>
<th>On-Campus Property (including Student Housing Facilities)</th>
<th>Non-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>7</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2019</td>
<td>19</td>
<td>8</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>2018</td>
<td>12</td>
<td>6</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Hate Crime Statistics

- **2020:** One Hate Crime reported.
- **2019:** No Hate Crimes reported.
- **2018:** Two on-campus intimidation incidents characterized by race bias.

### Unfounded Crimes

- **2020:** One unfounded case.
- **2019:** One unfounded case.
- **2018:** One unfounded case.

**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 the 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:

- 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, the Office of Compliance and Institutional Ethics. This includes non-sworn personnel consisting of:

- Chief of police
- One lieutenant
- One detective
- One compliance coordinator*
- Five sergeants
- Seven full-time police officers
- One full-time community resource officer
- One K-9 unit (Armit)
- Five state-certified emergency dispatchers

*depicts a certified emergency dispatcher

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 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 students, faculty, staff and visitors with a staff of 24 people. This includes sworn and non-sworn personnel consisting of:

- Chief of police
- One lieutenant
- One detective
- One compliance coordinator
- Five sergeants
- Seven full-time police officers
- One full-time community resource officer
- One K-9 unit (Armit)
- Five state-certified emergency dispatchers

*depicts a certified emergency dispatcher
**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 attend 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 a 9-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.

**LAW ENFORCEMENT PARTNERSHIPS**

**UNIVERSITY POLICE’S WORKING RELATIONSHIP WITH OTHER LOCAL LAW ENFORCEMENT**

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, including the Department of Natural Resources, the Cincinnati Police Department and the Cincinnati Fire Department. 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. 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, including the Department of Natural Resources, the Cincinnati Police Department and the Cincinnati Fire Department. 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.

**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 an 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 off-campus emergencies:

- Dial 911 from a wired phone.
- Dial 911 from a mobile phone.

For Grant County Campus:

- Dial (859) 572-5500

For off-campus emergencies:

- Dial 911 from a wired 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.
MEET ATHENA

K-9 Athena is NKU's newest officer. Athena is a German Shepherd puppy currently in training to be a therapy and explosive detection dog. Athena was donated to Northern Kentucky University Police from an established kennel in Adams County which breeds German Shepherds for various organizations in Southwest Ohio.

Athena will be a valuable asset to NKU and the region. More importantly, Athena is a friendly accessible canine who loves to interact with students, faculty, staff, and guests on campus, and the occasional duck out by Norse Lake. You may also see K-9 Athena and her handler, Officer John Murray walking through campus interacting with the public and searching buildings on patrol.

As Athena advances in her training, she will be doing more patrols especially, prior to large events on campus, eventually working up to being a member of the tri-state regional team where she will assist other agencies.

NKU is excited to see Athena grow as she develops into a mature multipurpose therapy and EDD canine.

More importantly, Athena is a friendly accessible canine which can be done directly or anonymously through the Crime Tip Form (nkuedu/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 Health, Counseling, and Student Wellness 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 (nkuedu/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 reports are generally made to other CSAs who meet certain requirements and only under certain situations, such as pastoral or professional counselors that are acting in that role when made aware of a crime.

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 (nkuedu/police/crimetips). The Crime Tip Form should not be used in emergency situations. For emergencies, call 911 or (859) 572-7777. White anonymous reporting is available by this limited means, the university’s ability to investigate and appropriately address allegations.

Confidential reporting is confidential and will not be shared with police/timely warnings 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 (nkuedu/police/timelywarnings). Timely Warnings will include (subject to availability): • A summary of the incident • 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.
• Possible connection to previous incidents (if applicable)
• Physical description of the suspect (if available)
• Actions taken by police officials in response to the crimes
• 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. These bulletins may be placed on University Police’s social media pages and/or a bulletin may be placed in a public areas on campus. Dissemination of such bulletins will be considered on a case-by-case basis.

Grant County Campus
Grant County Center is responsible for preparing and distributing timely warnings for that campus via email blast to their faculty, staff and students and/or by placing a bulletin in a public area on campus.

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 Building 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 nikustudentflash 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
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.

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(s), to be contacted by the university in the event that the student is 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).

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 [nkue.edu/police/dischal](http://nkue.edu/police/dischal).

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 campus 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 [nkue.edu/police/firelog](http://nkue.edu/police/firelog). 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
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 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 (kentucky.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 includes 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
- Athletic Director
- Vice President and Chief Strategy Officer
- Vice President, Legal Affairs and General Counsel
- Vice President, University Advancement
- Interim Vice President, Administration & Finance/Chief Financial Officer
- St. Elizabeth Healthcare Executive Director of the

Institute for Health Innovation and Vice President for Health Innovation
- Special Advisor to the President for Student Success Initiatives
- Chief Diversity, Equity and Inclusion Officer
- Provost and Executive Vice President for Academic Affairs
- Vice President, Enrollment and Degree Management
- Vice President, Student Affairs
- Chief Human Resources Officer

Incident Response Team

- Director, Safety and Emergency Management
- Chief, University Police
- Assistant Vice President, Facilities Management
- Lieutenant, University Police
- Director, Operations & Maintenance
- Assistant Vice President, Marketing and Communications
- Senior Director, Strategic Communications
- Director, Digital and Web Strategy
- Director, University Communications
- Vice Provost, Undergraduate Academic Affairs
- Vice Provost, Graduate Education, Research and Outreach
- Vice President, Enrollment & Degree Management
- Assistant Provost, Special Projects
- Assistant Vice President, Economic Engagement and Government Relations
- Executive Director, Center for Global Engagement and International Affairs
- Senior Associate Athletic Director, Business and Finance
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 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.

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.

How to Respond During the EMNS Activation:

- 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 campus 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.
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 Norse Alert 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
• Vroom
• 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 University Police. 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 a licensed contractor of the state.

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 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 download 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) 572-6352 or by visiting Lucas Administrative Center 724.

Procedures for Students and Employees in the Event of a Fire:
- Activate a pull station as you exit the building, 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 door knob:
  - If it is hot, do not open the door.
  - If the door knob 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 at (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 stairwell. 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 can do so safely and have been trained.
- 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.
- Plan ahead for fire emergencies.
- 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)
- Tape, carpets, tapestries, 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 Foramen-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, (including 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—to wade, swim or ice skate.

EMERGENCY EVACUATION DRILLS
Every fire that is not known to be accidental (such as a cooking fire) is investigated by a Central Campbell County Fire Department and the Kentucky State Fire Marshal. Fires determined through investigation to be willfully or maliciously set are classified as arsons for Clery reporting purposes.

FIRE INVESTIGATIONS/ARSON
Every fire that is not known to be accidental (such as a cooking fire) is investigated by a Central Campbell County Fire Department and the Kentucky State Fire Marshal. Fires determined through investigation to be willfully or maliciously set are classified as arsons for Clery reporting purposes.

COMMUNITY ENGAGEMENT IS IN OUR DNA
In July, 2021, NKUPD implemented a police community engagement program aimed to support student success and campus safety. The program requires all officers to participate in at least 12 hours of community engagement annually from a scheduled NKU event, program or activity. In addition, within the 12 annual hours, at least 4 hours must be dedicated to at least two different underrepresented student groups/offices on campus, such as LGBTQ, Veterans, Latino, African American, Parents Attending College, and International Students, etc. The purpose of this program is to ensure all NKUPD officers are taking advantage of opportunities to engage, understand and embrace groups within our diverse community. Our goal is to strengthen current relationships and develop new relationships through consistent engagement and collaboration in order to provide a safe environment for growth and success.

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 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. University Police spend time in the University 101 classes connecting and educating our new students to help prepare them for their college career.

MENTAL HEALTH ADVISORY GROUP
The NKU Mental Health Advisory Group (MHAG) is an organization tasked with addressing mental health concerns raised by university constituents. The MHAG is composed of individuals with a myriad of roles and responsibilities in the NKU community, all of whom can offer unique insights into the issues present and contribute valuable perspectives to a campus-wide response. As part of the university’s Student Mental Health Initiative, President Ashish Vaidya tasked the MHAG with:

• Building awareness about the mental health resources available at NKU.

• Assessing gaps and unmet needs in student mental health support services.

• Developing a three-year plan around areas of priority need, using evidence-based best practices and success metrics.

In July, 2021, NKUPD implemented a police community engagement program aimed to support student success and campus safety. The program requires all officers to participate in at least 12 hours of community engagement annually from a scheduled NKU event, program or activity. In addition, within the 12 annual hours, at least 4 hours must be dedicated to at least two different underrepresented student groups/offices on campus, such as LGBTQ, Veterans, Latino, African American, Parents Attending College, and International Students, etc. The purpose of

...
Recognizing that promoting student success requires attending to the wellness of the staff and faculty members with whom students engage, MHAG expanded its exploratory efforts to determine staff and faculty’s awareness of and experiences with mental health and well-being. The intent was to create a more comprehensive picture of mental health at NKU.

Surveys conducted with university constituents found students, staff and faculty struggle with mental health issues. Sixty-five percent of participating NKU students reported some degree of need for help with mental health or emotional problems within the past 12 months. Likewise, nearly 60 percent of staff and faculty respondents shared that, in the past year, they could have received help for symptoms equated with depression and anxiety.

**BIAS INCIDENT RESPONSE TEAM**

Northern Kentucky University’s Bias Incident Response Protocol advances NKU’s commitment to create and maintain a university climate free of discrimination and to promote a learning and living environment that is welcoming and respectful. The Protocol provides notification to the university of bias-motivated incidents that impact NKU students, administrators, faculty and staff. The purpose of the Bias Incident Response Team (BIRT) is to provide support and outreach, education, and resources to individual students and/or groups of students, administrators, faculty and staff that is safe, inclusive, welcoming and respectful. The Protocol provides notification to the university of bias-motivated incidents and a process to address bias-motivated incidents that impact NKU students, administrators, faculty and staff.

The university’s crime log can be found online (nk.edu/police/crimelog). 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 (nk.edu/police/crimelog).

**BLUE LIGHT EMERGENCY CALLBOX PHONES**

Exterior emergency call phones linked directly to University Police are located in 65 locations throughout campus. 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 (nk.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, the BIRT may recommend training, mediation, restorative justice, or campus-wide discussions on concerns related to the bias incident.
SEXUAL HARASSMENT POLICIES, SERVICES, RESOURCES AND PROTOCOLS

NKU is committed to fostering a safe and inclusive educational and work environment free from sexual harassment, including sexual assault, dating and domestic violence, stalking, and other sex-based offenses. These behaviors 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 (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the university community. NKU issues this statement of policy to inform the campus community of our policies and procedures. The Clery Act prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking as follows: a domestic or family violence law is the law of the jurisdiction in which the crime of violence occurred.

For the purposes of complying with the requirements of this section and §688.41, 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 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 §688.41, 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 §688.41, any incident meeting this definition is considered a crime for the purposes of Clery Act Reporting.
JURISDICTIONAL DEFINITIONS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING

SEXUAL ASSAULT

The Commonwealth of Kentucky defines sexual assault as follows:

• 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 as:

1. Physical injury, serious physical injury, sexual abuse, and abuse as:
   • Sex offenses (except rape, prostitution and commercialized vice): statutory rape, offenses against chastity, common decency, morals and the like. Attempts are included.
   • 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.

2. “Dating violence and abuse” means physical injury, serious physical injury, stalking, sexual assault or the infliction of fear of imminent physical injury, serious physical injury, sexual abuse or assault occurring between persons who are or have been in a dating relationship.

3. “Member of an unmarried couple” means each member of an unmarried couple who are living together or have formerly lived together.

DATING VIOLENCE

The Commonwealth of Kentucky defines Dating Relationship and Dating violence and abuse in KRS §456.010 as:

1. “Dating relationship” means a relationship between individuals who have or have had a relationship of a romantic or intimate nature. It does not include a casual acquaintanceship or ordinary fraternization in a business or social context. The following factors may be considered in addition to any other relevant factors in determining whether the relationship is or was of a romantic or intimate nature:
   a. Declarations of romantic interest
   b. The relationship was characterized by the expectation of affection
   c. Attendance at social outings together as a couple
   d. The frequency and type of interaction between the persons, including whether the persons have been involved together over time and on a continuous basis during the course of the relationship
   e. The length and recency of the relationship
   f. Other indications of a substantial connection that would lead a reasonable person to understand that a dating relationship existed.

2. “Dating violence and abuse” means physical injury, serious physical injury, stalking, sexual assault or the infliction of fear of imminent physical injury, serious physical injury, sexual abuse or assault occurring between persons who are or have been in a dating relationship.

3. A person is deemed incapable of consent when he or she is:
   a. 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.

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 incapacity in which the victim does not express or imply acquiesce in the actor’s conduct.
   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.

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. Silence or the absence of resistance alone is not consent. Consent is not demonstrated by the absence of resistance.

Coercion: is unreasonable pressure for sexual activity. Coercive conduct differs from seductive conduct based on factors such as the type and/or extent of the pressure used to obtain consent. When someone makes clear that they do not want to engage in certain sexual activity, 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.
- Try to avoid being 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 them 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.

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 to take online courses related to sexual assault, 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 events and activities, which include presentations and an annual Take Back the Night event; ongoing bystander intervention workshops; programming specific to developing healthy relationships; regular student conversations related to sexual assault and relationship violence; and programs from the Norse Violence Prevention Center, LGBTQ Programs and Services, and other university offices.
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:** Including first-year students participate in a series of information sessions about the Clery Act and Title IX, in addition to learning about the Sexual Harassment Policy, consent, bystander intervention and support 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 identify potentially harmful situations, understand barriers to intervening and provide tools to intervene. Bystander intervention workshops include interactive skill-building activities so participants leave with practical skills to intervene.

**INVOLVEMENT OF LAW ENFORCEMENT AND CAMPUS AUTHORITIES**

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.

**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. St. Elizabeth Hospital provides immediate medical care so that victims may be treated for injuries associated with assault and stalking. 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.

**REPORTING INCIDENTS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING**

**Sexual Assault**

If you have been the victim of sexual assault, dating violence, stalking or other sex-based offenses, you should report the incident promptly to the Office of Title IX. Reports can be submitted online at https://inside.nku.edu/titleix/report/formal-complaint. A Complainant’s signature can be physical or digital, or otherwise indicate that the Complainant is the person filing the Complain.

**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 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.
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. 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.

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

“I feel everyone should have at least one positive experience with a police officer in their lifetime. By serving the university community, it gives me the opportunity to share that experience with our stakeholders while they are still impressionable and forming their life long opinion.”

- SGT. ROB YELTON
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 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 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.

**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:

**ON-CAMPUS**

<table>
<thead>
<tr>
<th>Employees</th>
<th>Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling / Mental Health / Health Services</td>
<td>Office of Health, Counseling and Wellness Center</td>
</tr>
<tr>
<td>Employee Assistance Program Website: mylifevalues.com</td>
<td>Website: nku.edu/hcsw</td>
</tr>
<tr>
<td>Phone: 1-888-AETNA-EAP (1-888-238-6232)</td>
<td>Phone: (859) 572-5650</td>
</tr>
</tbody>
</table>

[Can make recommendations for local confidential counseling and psychiatric services in the local area]
Title IX Coordinator
Darryl Peal
Lucas Administrative Center, Room 824
Phone: (859) 572-6630
Email: peald1@nku.edu

Deputy Title IX Coordinator – Human Resources
Rachel Green, director of Employee Relations & EEO
Lucas Administrative Center, Room 708
Phone: (859) 572-7600
Email: greenr5@nku.edu

Title IX Coordinator
Bob Alston, director of Student Conduct, Rights & Advocacy
Student Union, Room 301
Phone: (859) 572-5147
Email: alstonr1@nku.edu

International Admissions
International Student Services (ISSS)
Phone: (859) 572-6517

Student Financial Assistance
Financial Aid Office
Phone: (859) 572-5143

LGBTQ Programs & Services
LGBTQ Programs and Services Office
Phone: (859) 572-6684

Norse Violence Prevention
Norse Violence Prevention Center
Albright Health Center, Suite 246
Email: mvp@nku.edu
Phone: (859) 572-5865

University Police
Non-emergency phone: (859) 572-5500
Emergency phone: (859) 572-7777

Dean of Students
Arnie Slaughter, assistant vice president for Student Engagement and Dean of Students
Phone: (859) 572-5147

Sexual Harassment Resource Site
nku.edu/titleix

Facilitated Anonymous Reporting
A student can go to the Norse Violence Prevention Center or 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

Employees
Counseling/Mental Health
Employee Assistance Program (EAP)
General Assistance phone: (888) 238-6232
*Confidential Resource
NorthKey Community Care Mental Health Services
(859) 781-5595

24-Hour Crisis Line: (serves individuals of all gender identities) (800) 928-3335 or (859) 491-3335

Women Helping Women
24-Hour Crisis Line: (serves individuals of all gender identities) (513) 381-5610

Other Law Enforcement
Emergency 911

Student
Emergency 911

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 (rainn.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 complaints of domestic violence, dating violence, sexual assault, stalking, and other sex-based offenses is completed within 60-90 business 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 these complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, stalking and sexual harassment, 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 accuser 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 parties must have an Advisor present at the hearing to conduct indirect questioning of the other party and witnesses. The parties may choose their own Advisor. If a party does not have an Advisor for a hearing, the University will appoint a trained Advisor for the limited purpose of conducting any questioning of the other party and witnesses during the hearing. In addition to the hearing, the Parties may be accompanied by one individual of their choosing in all meetings and interviews for support, advice, and/or consultation. More information about the role of Advisors may be found in the Sexual Harassment Policy or the Advisor Guidance and Designation Form provided by the Office of Title IX.

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

6. 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 the procedures. When an appeal or grievance decision is made, the accuser and the accused will be notified simultaneously in writing of the outcome.

If the Victim Does Not Wish to Pursue Resolution
Whether or not criminal charges are filed, a victim may pursue the university’s grievance process. Where the victim of sexual harassment does not want to pursue the university’s grievance process, they may make such a request to the Title IX Coordinator, who will evaluate that request in light of the duty to ensure the safety of the campus and to comply with state or federal law. The goal is to provide the victim with as much control over the process as possible, while balancing the university’s obligation to protect its community. In cases where the victim requests confidentiality/no formal action and the circumstances allow the university to honor that request, the university may still provide the victim supportive measures.

DISCIPLINARY PROCEEDINGS UTILIZED IN CASES OF ALLEGED SEXUAL HARASSMENT, INCLUDING DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING

NKU’s Sexual Harassment Policy prohibits all forms of sexual harassment and applies to the entire NKU community, including students, student organizations, faculty, administrators, staff, and third parties such as guests, visitors, volunteers, invitees, and campers.

When an alleged violation of the policy is reported, the allegations are subject to resolution using NKU’s formal grievance process, as detailed in the policy.

ORGANIZATIONAL BEHAVIOR

Registered student organizations are afforded the same rights and responsibilities in accordance with NKU policies. Any member of the university community may bring allegations against a student group or organization for violation of the Sexual Harassment Policy.

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:

- Darryl Peal, Chief Diversity, Equity, and Inclusion Officer/Title IX Coordinator;
- Bob Alston, Assistant Dean of Students Community Care & Student Conduct; or
- A trained designee

Investigation of Reports

NKU will take prompt action to investigate and adjudicate the complaint. However, if the victim 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.
Investigations are completed expeditiously, normally within thirty to forty-five (30-45) business days, though some investigations may take weeks or even months, depending on the nature, extent, and complexity of the allegations, availability of witnesses, police involvement, etc.

The University will make a good faith effort to complete investigations as promptly as circumstances permit and will communicate regularly with the Parties to update them on the progress and timing of the investigation.

Investigations will be conducted by one or more of the following: University Police, an external investigator, or an investigator within the Office of Title IX. 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 and other staff members who are responsible for these investigations have been trained in 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.

Investigations involve interviews with all relevant parties and witnesses; obtaining available, relevant evidence; and identifying sources of expert information, as necessary.

The investigator will provide regular status updates to the Parties as possible. The University will implement measures in a way that does not unreasonably burden the other Party.

These actions may include, but are not limited to:

- Referral to counseling, medical, and/or other healthcare services
- Referral to community-based service providers
- Education to the community or community subgroup(s)
- Altering campus housing assignment(s)
- Altering work arrangements for employees or student-employees
- Providing campus safety escorts
- Implementing contact limitations (university no contact orders) between the Parties. Violations of no contact orders will be referred to appropriate student or employee conduct processes for enforcement.
- Recommendations for academic support, extensions of deadlines, or other course/program-related adjustments
- Class schedule modifications, withdrawals, or leaves of absence
- Campus trespass orders and/or Timely Warnings
- Increased security and monitoring of certain areas of the campus
- Any other actions deemed appropriate by the Title IX Coordinator

Supportive Measures

The University will offer and implement appropriate and reasonable supportive measures to the parties upon notice of alleged sexual harassment. Supportive measures are available to all parties without expense, even if no formal complaint has been filed.

Supportive measures are non-disciplinary, non-punitive individualized services offered when appropriate, as reasonably available, and without fee or charge to the parties to restore or preserve access to the university’s education programs or activities.

The University will maintain the privacy of the supportive measures, provided that privacy does not impair the University’s ability to provide the supportive measures. The University will act to ensure as minimal an academic impact on the Parties as possible. The University will implement measures in a way that does not unreasonably burden the other Party.

These actions may include, but are not limited to:

- Referral to counseling, medical, and/or other healthcare services
- Referral to community-based service providers
- Education to the community or community subgroup(s)
- Altering campus housing assignment(s)
- Altering work arrangements for employees or student-employees
- Providing campus safety escorts
- Implementing contact limitations (university no contact orders) between the Parties. Violations of no contact orders will be referred to appropriate student or employee conduct processes for enforcement.
- Recommendations for academic support, extensions of deadlines, or other course/program-related adjustments
- Class schedule modifications, withdrawals, or leaves of absence
- Campus trespass orders and/or Timely Warnings
- Increased security and monitoring of certain areas of the campus
- Any other actions deemed appropriate by the Title IX Coordinator

HEARING PROCEDURES

Pursuant to the 2020 Title IX Regulations (34 CFR Part 106), the procedures used to resolve allegations of sexual harassment in an education program or activity of the university, against a person in the United States, will involve a live hearing. The university will designate a single Decision-maker to conduct the hearing.

No less than ten (10) business days prior to the hearing, the Title IX Coordinator or the Decision-maker will send notice of the hearing to the parties. During the hearing, parties and witnesses may provide relevant information and will submit to questioning by the parties through their Advisors (“cross-examination”) and then by the Decision-maker if so needed. The Decision-maker will limit or disallow questions on the basis that they are irrelevant, unduly repetitious (and thus irrelevant), or abusive.

If a party or witness chooses not to submit to cross-examination at the hearing, either because they do not attend the meeting, or they attend but refuse to participate in questioning, then the Decision-maker may not rely on any prior statement made by that party or witness at the hearing (including those contained in the investigation report) in the ultimate determination of responsibility.

AEPEALS

Any party may file a request for appeal. A single Appeal Decision-maker will hear the appeal.

Appeals are limited to the following grounds:

- Procedural irregularity that affected the outcome of the matter;
- New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- The Title IX Coordinator, Investigator, Decision-maker, or Sanctioning Panel member had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.

If the request for appeal does not meet any of the grounds for appeal above, that request will be denied by the Appeal Decision-maker. The parties and their Advisors will be notified in writing of the denial and rationale.

If the Request for Appeal meets any of the grounds for appeal above, then the Appeal Decision-maker will notify
respondents who are suspended or expelled. The decision of the Appeal Decision-maker is final unless either party may submit any new requests for appeal after this time period. The Appeal Decision-maker will collect any additional information needed and all documentation regarding the approved grounds and the subsequent responses and the Decision-maker will render a decision, based on the preponderance of the evidence standard. A Notice of Appeal Outcome will be sent to all parties simultaneously including the decision on each approved ground and rationale for each decision. The decision of the Appeal Decision-maker is final unless further appeal is required by law or university policy.

Respondent students who are suspended or expelled may appeal to the Board of Regents on the grounds listed above. The decision of the Board of Regents is final and the sanction(s) imposed will stand.

Employed Parties may file subsequent appeals as outlined in the Staff Grievance Policy, Faculty Handbook or other university policy.

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 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 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 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.

Complaints 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 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 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 be convened within five working days following notification of recommendation 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 working days. So advised, the vice president and Dean of Students will notify the student/student organization in writing within five 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

The decision of the Board of Regents is 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 the findings and sanctions to the student/student organization in writing within five 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 includes 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...
Inappropriate Behavior

Domestic Violence, Stalking, and Sexually Inappropriate Behavior

The intent of this policy is to foster responsible behavior. 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, staff and administration and students have the right to work and study in an environment free from discrimination, including freedom from sexual harassment, 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 NKU members have the right to work and study in an environment free from 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. This, 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.

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

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, staff and administration and students have the right to work and study in an environment free from discrimination, including freedom from sexual harassment, sexual misconduct, dating violence, domestic violence, stalking and other sexually inappropriate behavior.

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. Reporting of prohibited conduct is mandatory. Reporting of prohibited conduct is mandatory. Reporting of prohibited conduct is mandatory.

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. 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 sanctions imposed 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-forceable 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 offenses. If the alleged victim is deceased as the result of such crime or offenses, the next of 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.

The university will communicate the outcome of the final determination and any sanctions imposed 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. 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.
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 (nku.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, probation, 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 (nku.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 FPELL 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 (nku.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 (nku.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 and tobacco prevention, illegal drug abuse as well as counseling services.

Student Wellness aids in the management of substance abuse problems or related issues by referring students to educational and assistance programs to the student population. For more information about these programs, please contact the Office of Student Conduct, Rights, and Advocacy at (859) 572-5147 or by visiting the office in Student Union 301.

Student Rights and Responsibilities Handbook will result 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 (nku.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 (nku.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 and tobacco prevention, illegal drug abuse as well as counseling services.

Student Wellness aids in the management of substance abuse problems or related issues by referring students to educational and assistance programs to the student population. For more information about these programs, please contact the Office of Student Conduct, Rights, and 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 (nku.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 (nku.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 and tobacco prevention, illegal drug abuse as well as counseling services.

Student Wellness aids in the management of substance abuse problems or related issues by referring students to educational and assistance programs to the student population.
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 (nkudepolice). 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.

Fire Safety Systems in NKU Residential Facilities

<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>
</tr>
</thead>
<tbody>
<tr>
<td>Commonwealth Hall 3510 Alexandria Pike</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X 4</td>
</tr>
<tr>
<td>Northern Terrace 3520 Alexandria Pike</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X 4</td>
</tr>
<tr>
<td>University Suites 30 Campbell Drive</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>X 4</td>
</tr>
<tr>
<td>Woodcrest Apartments 10 Campbell Drive</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>22</td>
<td></td>
<td></td>
<td>X 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. Horn/strobes have been placed in each apartment. 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.

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.

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.

University Suites
University Suites 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 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 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 in the common hallways. 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 2020**

### Fires: On-Campus Student Housing Facilities

<table>
<thead>
<tr>
<th>Facility</th>
<th>Street Address</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<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>
<td>0</td>
<td>0</td>
<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>
</tr>
<tr>
<td>Woodcrest Apartments</td>
<td>10 Campbell Drive</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Northern Terrace Apartments</td>
<td>3520 Alexandria Pike</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

### Fires—Summary

<table>
<thead>
<tr>
<th>Facility</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Callahan Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Commonwealth Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Kentucky Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Norse Hall</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>University Suites</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Woodcrest Apartments</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Northern Terrace Apartments</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

**Disability Accommodation**

Students with disabilities are given priority for housing that meets their specific accommodations 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 housing accommodation 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 (dooropeningrequest.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.

**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) 572-5460 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.

ABOUT NKU GRANT COUNTY CENTER

NKU Grant County Center is meeting a true need in the southern part of the northern Kentucky region by making higher education accessible to residents of Grant County and other predominantly rural counties, which we hope will help close the educational attainment discrepancy that exists between the urban and rural sections of our region. This will increase the number of highly educated and employable population in Grant, Gallatin, Owen, Pendleton, southern Boone and southern Kenton counties.

As an extended campus of a public comprehensive university, NKU’s Grant County Center delivers innovative, student-centered education and engages in impactful scholarly and creative endeavors, all of which empower our graduates to have fulfilling career and meaningful lives, while contributing to the economic, civic and social vitality of the community. This mission directly aligns with NKU’s mission and values by putting our students first, leading with excellence and making a lasting impact.

NKU Grant County Center assists rural students in their initial collegiate career by providing a campus to obtain Foundation in Knowledge college credit hours and promote transdisciplinary options in their transition to the NKU main campus. Our innovative academic programs and unparalleled commitment to student success both in the classroom and beyond have helped us earn the designation of one of America’s Best Colleges by Forbes Magazine for years.

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 information in this publication 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.

LAW ENFORCEMENT PARTNERSHIPS

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) 804-3353.

Crime Awareness Bulletin, Timely Warnings at Grant County
The administrator at the Grant County Center campus is responsible for preparing and distributing Crime Bulletins and timely warnings for that campus via email blast to their faculty, staff and students and/or by placing a bulletin in a public area on campus.

Grant County administrators recognize that some instances or crimes not triggering a timely warning can be addressed through similar means. When circumstances warrant, the campus administrator 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.

Crime awareness Bulletins and Timely Warnings are placed in public area’s on Grant County’s campus and may also be placed on University Police’s social media pages. Dissemination of such bulletins will be considered on a case-by-case basis.

Emergency Notifications at Grant County
The administrator at the Grant County campus is responsible for preparing and distributing Emergency Notifications. The administrator relies largely on local resources, for example tornado sirens, weather radios, and/or communications from the Williamstown Police department, to obtain information for dissemination. If an incident arises that requires a police response the administrator would contact the Williamstown Police Department. Communication of the Emergency Notification could include in person contact, email blast and/or Norse Alert.

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

- Active shooter
- Fire
- National Weather Service-issued tornado warning for Grant 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.

A PERSON TO KNOW

SHERRY CUCCHIARA

Sherry Cucchiara is the director at the NKU Grant County Center. She joined NKU in 1997 and began working at the extended campus in 2017. She earned her MPA in 2014. She lives in Johnsville with her husband and loves to spend time with her children and grandchildren. Sherry is a lifelong learner and fiercely defends the idea that knowledge is the path to change and change is the only constant in our lives. “Life is what happens when we are busy making other plans” is one of Sherry’s favorite quotes.

CAMPUS SECURITY AUTHORITIES (CSAS)

The administrator of the Grant County campus provides the Clery Compliance Coordinator with a list of Campus Security Authorities (CSAs) that are at the Grant County campus. This information is updated as changes occur.

"Because of NKU’s Grant County Center, I was able to work full time and attend class full time. Going to college was the best thing I could have done for myself and my family. I encourage anyone in the area considering going back to college to please take some time and go up to the Grant County Center. You will never regret it."

- JEFF D., RECENT GRADUATE
## Grant County Campus:

### VAWA Offenses Reporting Table

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>Geographic Location</th>
<th>YEAR</th>
<th>On-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Dating Violence</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Stalking</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Criminal Offenses Reporting Table

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>Geographic Location</th>
<th>YEAR</th>
<th>On-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder / Non-Negligent Manslaughter</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Manslaughter By Negligence</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Rape</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fondling</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Incest</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Statutory Rape</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Arrests and Disciplinary Referrals Reporting Table

<table>
<thead>
<tr>
<th>OFFENSE</th>
<th>Geographic Location</th>
<th>YEAR</th>
<th>On-Campus Property</th>
<th>Public Property</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrests: Weapons: Carrying, Possessing Etc.</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Disciplinary Referrals: Weapons: Carrying, Possessing Etc.</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arrests: Drug Abuse Violations</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Disciplinary Referrals: Drug Abuse Violations</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arrests: Liquor Law Violations</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Disciplinary Referrals: Liquor Law Violations</td>
<td></td>
<td>2020</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2019</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2018</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Hate Crime Reporting

- **2020:** Zero hate crimes to report
- **2019:** Zero hate crimes to report
- **2018:** Zero hate crimes to report

### Unfounded Crime Reporting

- **2020:** Zero unfounded crimes to report
- **2019:** Zero unfounded crimes to report
- **2018:** 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 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 theft. For reporting purposes, this definition includes: unlawful entry 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 motor vehicle theft and arson. See Section XII.A for definitions of sex offenses.)

**Theft (Except Motor Vehicle Theft)**
The unlawful taking, carrying, leading, or riding away of property from the care, custody or control of it.

**Weapon 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.

**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 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 § 668.44(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**
Thief (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.

**Domestic Violence**
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: a felony or misdemeanor crime of 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; and
  3. The frequency of interaction between the persons involved in the relationship.

**HATE CRIME AND VIOLENCE AGAINST WOMEN ACT (VAWA) VIOLENCE AGAINST WOMEN ACT (VAWA):**

VAWA OFFENSES STATISTICS INCLUDE:

**Dating Violence:**

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:

1. By a current or former spouse or intimate partner of the victim;
2. By a person with whom the victim shares a child in common;
3. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
4. 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
5. 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: a felony or misdemeanor crime of violence committed by a person:

1. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
2. 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; and
   3. The frequency of interaction between the persons involved in the relationship.
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 suffer substantial emotional distress or to be in reasonable fear of suffering physical harm, sexual abuse, or economic abuse, or to suffer substantial property damage.

Definitions

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 heritage 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 identity, e.g., gender non-conforming 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 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.

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. 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.

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 I 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 classes 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 use—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 attack 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.

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 gfitlin@nku.edu, or by telephone (859) 572-5500.