



Northwestern
Health Sciences University

2018 ANNUAL SECURITY REPORT
INCLUDING 2015, 2016, 2017 CAMPUS CRIME STATISTICS
Issued September 30, 2018



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MESSAGE FROM THE PRESIDENT AND CEO

Thank you for spending time reviewing our annual security report. Northwestern Health Sciences University publishes this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), Campus Sexual Violence Elimination Act (Campus SaVE Act) and the Higher Education Opportunity Act of 2008 and Minn. Stat. § 135A.15. This report includes statistics for the previous three years concerning reported crimes that occurred on campus or property owned or controlled by Northwestern Health Sciences University and on public property within, immediately adjacent to, and/or accessible from the campus.

Northwestern Health Sciences University is committed to ensuring a safe environment for all members of our community by providing adequate and appropriate security services and establishing procedures for reporting crimes on campus. However, a safe campus can only be achieved with the cooperation of all members of the campus community. Students and employees are encouraged to be aware of the safety issues on campus and to act to prevent and report illegal and inappropriate activities. All employees are required to report any alleged sexual misconduct to the Title IX Coordinator.

This report is written by the Office of Human Resources and we work diligently with other departments and agencies to compile the necessary information for this report. We encourage all community members to review this report. If you have any questions, please contact Dr. Christian Jovanovic, Associate Professor and Student Title IX Coordinator or Mary Gale, Vice President of Human Resources and Employee Title IX Coordinator.

A copy of this report is available during regular business hours in the Offices of Student Affairs and Human Resources.

Let's work together to ensure a safe and secure environment at Northwestern Health Sciences University.

Sincerely,

A handwritten signature in cursive script that reads "Deborah Bushway". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Deborah Bushway, Ph.D.
Interim President and CEO

Mission

Northwestern Health Sciences University prepares the next generation of healthcare professionals to deliver and advance healthcare.

Vision

We are a premier health sciences university creating a healthier world. Live, Learn, Serve Healthy!

Values

- Accountability
- Collaboration
- Excellence
- Innovation
- Respect
- Service

Our Promises

- We cultivate caring and are by nature invested in the personal success and well-being of others.
- We listen deeply and with open minds to fully appreciate other perspectives.
- We look beyond symptoms to understand cause, then co-create solutions.
- We embody integrity and innovation; blending mastery with forward thinking.
- We practice intellectual humility and continuously engage in learning.
- We bridge the worlds of seen and unseen, of knowledge and action, of past and future.
- We foster physical, spiritual, and emotional health in ourselves and others.
- We bring generosity of spirit to our work and take joy in what we do together.
- We are united in purpose; earning one another's trust and respectful of our differences

Campus Safety

Northwestern Health Sciences University does not have a campus law enforcement staff and does not have residential facilities. Campus safety and security duties are the responsibilities of the Facilities department.

The Facilities department is responsible for maintaining University owned buildings and grounds with a concern for safety and security. Primary safety and security functions of the department include:

- * conduct routine security and safety inspections;
- * investigate reported incidents and suspicious activities;
- * provide escort services for the main campus
- * monitor main campus building access;
- * secure and unlock main campus buildings according to schedule;
- * monitor closed circuit television system on the main campus;
- * enforce campus parking regulations;
- * maintain the campus card access system for the main campus;
- * monitor security, fire and building-mechanical alarm systems;
- * contact law enforcement agencies when required.

Employees of the Facilities department perform routine safety functions on the main campus Monday through Friday from 7 a.m. to 4 p.m. and emergency assistance is available through local police, fire or medical agencies. The University provides contract security personnel on the main campus Monday through Friday from 4:00 p.m. to 12:00 a.m. and weekends from 7 a.m. to 11:00 p.m. Contract services for special events may be made with off-duty police officers. Facilities and Security personnel do not have police powers or the authority to arrest individuals. All applicants for security or facilities positions undergo a background check in compliance with Minnesota regulations.

Escort service is available by calling extension 232.

The Facilities department or security personnel are responsible for first response to all emergency situations until assistance is available by local police, fire or medical agencies. NWSU maintains a close working relationship with the Bloomington Police Department, state and federal law enforcement agencies, and all appropriate elements of the criminal justice system.

Campus Access

All areas of the main University campus are accessible during normal business hours Monday through Friday. Some areas of the campus such as the library, student lounge, and cafeteria are also accessible evenings and weekends. Outside doors to the campus are equipped with electronic card access control systems that keep a record of entrances and exits from the building. The campus building is accessible by card access only from 6:00 p.m. to 10:30 p.m. Monday through Friday and from 7 a.m. to 9:30 p.m. Saturday and Sunday. Surveillance camera systems operate 24 hours a day at key interior locations.

Crime Prevention

Crime prevention is a shared responsibility of the University and members of the campus community. The University efforts are based on minimizing or eliminating criminal opportunities along with encouraging students and employees to be responsible for their own security and the security of others. Northwestern provides information regarding campus security, sexual harassment and violence, substance abuse, and unacceptable behavior during new student orientations and through its student handbooks.

Students and employees are encouraged to:

- * report all incidents or suspicious activities immediately
- * lock your motor vehicle at all times
- * protect your personal property when on campus
- * maintain custody of the keys and access cards which you have been provided, and report promptly the loss of any such keys or cards.
- * use the correct size lock for lockers
- * don't leave books, jewelry, wallets, keys, backpacks or other valuables unattended
- * don't leave valuables visible in motor vehicles
- * don't leave purses unattended in unlocked desks
- * don't leave valuables on a chair behind you while at a study carrel, in the library or computer lab

Reporting Crimes on Campus

Students and employees of the University are encouraged to immediately report emergencies and criminal activities using the following guidelines:

1. If immediate danger to life or property exists, dial 911.
2. On campus incidents involving violence or injury should be reported immediately by contacting local law enforcement officials (911) and the Facilities department using the emergency extension 555. University officials will assist victims of crime in notifying local law enforcement officials upon request.
3. Report any personal property loss to the following:
 - Facilities Director (extension 232)

4. Incidents that involve offensive or harassing behavior, a violation of the University's anti-drug and alcohol policies or incidents of domestic violence, sexual assault or stalking should be reported to one of the following:
 - Associate Professor and Student Title IX Coordinator (extension 309)
 - Vice President, Human Resources and Employee Title IX Coordinator (extension 437)
5. When circumstances warrant, special security alerts will be distributed to students and employees using the campus e-mail system, RAVE and/or postings, including digital signage.

Memorandum of Understanding

Northwestern Health Sciences University has entered into a Memorandum of Understanding (MOU) with the Bloomington Police Department to assist with investigation of crimes as required by Minnesota Statute.

The Minnesota Statute requires postsecondary institutions and local law enforcement agencies to enter into a MOU that delineates responsibilities and requires certain information sharing, in accordance with applicable state and federal privacy laws, about certain crimes.

Education and Prevention Programs

The University engages in comprehensive web-based educational programming which consists of primary prevention and awareness programs for all incoming students and new employees as well as ongoing awareness and prevention campaigns for students and faculty and staff that identify and define Sexual Misconduct and Stalking, identify and define Consent for Sexual Harassment, Sexual Abuse, and Relationship Violence, provide safe and positive options for bystander intervention, provide risk reduction information. Additional programming may be communicated through a variety of communication strategies including email blasts, notices on bulletin board, etc. These campaign programs will occur on a regular basis and no less frequently than once per year.

Responsibility for Compliance with Campus Security Act

The Director of Facilities has responsibility for:

Overseeing the supervision of campus security.

Providing timely warning to the University campus community of any occurrences of a serious or continuing threat to students and employees on campus.

Assigning primary responsibility to respond to and to take appropriate action on reports of criminal actions and other emergencies.

The Student Title IX Coordinator and the Employee Title IX Coordinator share responsibility for:

Preparing, publishing, and disseminating all required policy statements, operating procedures, and reports as required by law.

Supervising and overseeing the execution of all established policies and procedures.

Supervising and overseeing the gathering and reporting of all statistics as required by law.

Crime Alerts

Crime Alerts, also known as “timely warnings,” are used to inform the campus community of security issues and campus crimes that, in the judgment of the Director of Facilities or their designee, constitute an ongoing or continuing threat. Crime alerts may be distributed selectively, to an effected group or area of campus, or to the entire campus as circumstances warrant. Crime Alerts may be distributed via e-mail, posted in or near building entrances and/or posted on the University web site and through our RAVE alert system.

Notification of an Immediate Threat

If the President and CEO or his designee confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the University community, the members of the Preparedness and Response Team will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to the University community or to the appropriate segment of the community. If the threat is limited to a particular building or segment of the population the Preparedness and Response Team will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders (including, but not limited to: Preparedness and Response Team and/or local police, fire and emergency medical services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to members of the Northwestern community, the University has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the campus community. These methods of communication include network emails, emergency text messages through the NWHSU RAVE Alert, broadcast phone calls, 2 way radios and telephone calling trees.

Crime Definitions:

Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of a human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

Sex Offenses: Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will 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.
- **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person’s will; or not forcibly against that person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly or against this person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her youth 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

Aggravated Assault: An unlawful attack by a 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 health or great bodily harm. (It is not necessary that injury from an aggravated assault occur 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 into a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with the intent to commit a larceny or felony, breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

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.

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.

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

Liquor Law Violations: The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadones); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Weapons Law Violations: The violation of laws or ordinances dealing with weapons offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons (concealed or openly); furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Dating Violence: Sexual or physical abuse or the threat of such abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Domestic Violence: Any of the following, if committed against a family or household member by a family or household member: (1) physical harm, bodily injury or assault; (2) the infliction of fear of imminent physical harm, bodily injury, or assault; or (3) terroristic threats, criminal sexual conduct, or interference with an emergency call.

Stalking: To engage in conduct which the actor knows or has reason to know would cause the victim under the circumstances to feel frightened, threatened, oppressed, persecuted, or intimidated, and causes this reaction on the part of the victim regardless of the relationship between the actor and victim.

Hate Crime: Criminal acts—or attempted criminal acts—against an individual or group of individuals because of their actual or perceived race, religion, national origin, ethnicity, sex/gender, disability, or any other protected classes defined by law.

Report Categories

These offenses are reported according to their occurrence in the following location categories:

Campus – (1) Buildings or property owned or controlled by Northwestern Health Sciences University within the same reasonably contiguous geographic area and used by the University in direct support of, or in a manner related to, Northwestern’s educational purposes; and (2) buildings or property that are within or reasonably contiguous to the area identified in paragraph (1) of this definition, that are owned by Northwestern but controlled by another person, are frequently used by students, and support institutional purposes.

Public Property - All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. Public property statistics are compiled and supplied by the City of Bloomington Police Department.

Sources of Data

Northwestern Health Sciences University relies on the City of Bloomington Police Department to provide statistics on crimes committed on campus, non-campus and public property as defined in the section of this report titled Report Categories.

Northwestern Health Sciences University also relies on crimes reported to Campus Security Authorities. Although every effort is made to avoid duplication between Police Department and Campus Security Authority incidents, individual incidents may be reported multiple times within the same calendar year.

“Campus Security Authorities” include the Director of Facilities as well as officials of Northwestern who have significant responsibility for student and campus activities including, but not limited to, student discipline and campus judicial proceedings.

Crime Statistics

The following is the statistical report of crimes occurring on the Northwestern Health Sciences University campus for the reporting period during 2015-2017. The report includes the number of reports of crimes, not necessarily confirmed cases. Statistics include information reported to University officials for incidents occurring on campus and on public property adjacent to the campus (sidewalks, streets, etc.). Northwestern does not have any residence halls or non-campus buildings or property.

Reported Crime	On-Campus			Public Property		
	2017	2016	2015	2017	2016	2015
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0

Burglary	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Liquor Law Violations Arrests	0	0	0	0	0	0
Liquor Law Violations Referrals	0	0	0	0	0	0
Drug-Related Violations Arrests	0	0	0	0	0	0
Drug-Related Violations Referrals	0	0	0	0	0	0
Weapons Violations Arrests	0	0	0	0	0	0
Weapons Violations Referrals	0	0	0	0	0	0

HATE CRIMES: There were no hate crimes reported for 2017, 2016 or 2015.

Reported Crime (VAWA)	On-Campus			Public Property		
	2017	2016	2015	2017	2016	2015
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking Incidents	0	0	0	0	0	0

Sexual Assault as Required by the Minnesota Office of Higher Education per Minn. Stat. § 135A.15, subd. 6

Categories	Number(s)
1. Total incidents of sexual assault reported to the institution during the prior calendar year	0
2. Of those, the number formally investigated by the institution to determine whether the institution's policy was violated	0
3. Of those, the number referred for a disciplinary process at the institution	0
4. Total incidents (category 1) where alleged victim reported to law enforcement, to the extent that the institution is aware	0
5. The number for which a campus disciplinary process is pending but has not reached a final resolution as of August 1, 2018	0
6. The number in which the respondent(s) was/were found responsible for sexual assault by the disciplinary process at the institution	0
7. The number that resulted in any action by the institution greater than a warning issued to the respondent	0
8. The number that resulted in a disciplinary process at the institution that closed without resolution	0
9. The number that resulted in a disciplinary process at the institution that closed without resolution because respondent withdrew from institution	0
10. The number that resulted in a disciplinary process at the institution that closed without resolution because alleged victim chose not to participate in the process	0
11. The number in which the alleged victim chose not to participate in the institution's process prior to a disciplinary process beginning?	0
12. The number of reports made through online reporting system established in Minn. Stat §135A.15 subd. 5, excluding reports submitted anonymously	0

Daily Crime Log

The Facilities Department maintains a daily crime log, available for viewing in the Facilities Department during the normal hours of operation. This log records the nature, date, time, and general location of each call or complaint.

Information about Registered Sex Offenders

The Federal Campus Sex Crimes Prevention Act provides for the tracking of convicted, registered sex offenders who are enrolled as students, employed or volunteering on college campuses. Information regarding registered Level 3 sex offenders who may be on campus may be accessed from the Minnesota Dept. of Corrections website: <http://www.doc.state.mn.us/level3/search.asp>

TITLE IX, CAMPUS SaVE ACT, and Minn. Stat. § 135A.15 POLICY for Students (Includes: SEXUAL HARASSMENT, HARASSMENT, DISCRIMINATION, & SEXUAL VIOLENCE)

It is the policy of the Northwestern Health Sciences University (the “University”) to maintain a learning environment that is free from sexual harassment¹, sexual intimidation, sexual exploitation, harassment, discrimination or sexual violence, including when these crimes are based on actual or perceived race, color, creed, religion, national origin, sex/gender², ethnicity, gender identity, marital status, familial (or parental) status, disability, status with regard to public assistance, sexual orientation, age, family care leave status or veteran status or any other protected class defined by law. The University prohibits any form of harassment, violence or discrimination based on actual or perceived protected class status. In addition, the University prohibits dating violence, domestic violence, sexual assault, and stalking.

It is a violation of this policy for any student, faculty member, or staff member to (1) harass a student through conduct or communication (e.g., physical, verbal, graphic or written) or to (2) discriminate against a student based on that individual’s actual or perceived protected class status; or to (3) inflict, threaten to inflict or attempt to inflict violence against a student.

The University is committed to promptly and fairly investigating and addressing incidents of sexual misconduct. **Retaliation against a person who reports or complains about sexual misconduct, sexual harassment, harassment, discrimination, or sexual violence or who participates in or supports the investigation of a complaint is also prohibited and will not be tolerated.**

This policy applies to all of the academic and nonacademic (extracurricular) programs of the University and will be enforced on University property, owned or leased, including the University-hosted social functions, or events sponsored by the University but held at other locations. The policy also applies to conduct that occurs in certain circumstances as defined in this policy in a non-campus building or on non-campus property or on public property. The policy also applies to any off-campus conduct that causes or threatens to cause a substantial and material disruption at

¹ Title IX as well as other laws require that the University not discriminate on the basis of sex in the University's education programs and activities as well as employment. Inquiries regarding the application of Title IX may be made to the Student Title IX Coordinator identified in Section II below.

² *Id.*

the University, or interferes with the rights of students to be free from a hostile learning environment taking into consideration the totality of the circumstances on and off campus. That said, students are encouraged to report any instances of sexual misconduct to the University and if such report falls outside this particular policy, the University will assist the student in reporting the incident to the proper party or authorities.

The University will also promptly and appropriately investigate all complaints of sexual harassment, harassment, discrimination, or sexual violence—whether formal or informal, verbal or written—based on a student’s actual or perceived protected class status, and will discipline or take appropriate action against any student, faculty, or staff who is found to have violated this policy. The University will investigate and, when appropriate, will conduct prompt, fair, and impartial investigation proceedings for complaints of all sexual misconduct, including but not limited to dating violence, sexual assault, and stalking.

If a University investigation reveals that harassment created a hostile environment, the University will take prompt and effective steps to end the harassment, eliminate the hostile environment, prevent the harassment from recurring and, when appropriate, remedy the effects of the hostile environment.

Any student who needs a reasonable accommodation to be able to make or respond to a complaint, or engage in any other activity detailed in this Policy, should contact the University’s Disability Coordinator in Student Affairs, the Student Title IX Coordinator, or Vice President of Human Resources to request an accommodation.

I. DEFINITIONS

All crimes detailed in this Policy can occur between different sexes or same sex individuals.

- A. Advisor.** Any individual who provides the alleged victim or respondent support.
- B. Awareness programs.** Community-wide or audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration
- C. Bystander intervention.** 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 actions to intervene
- D. Campus** means any building or property owned, leased or controlled by the University within the same reasonably contiguous geographic area of the University and used by the University in direct support of, or in a manner related to, the University 's educational purposes, and property within the same reasonably contiguous geographic area of the University that is owned by the University but controlled by another person, is used by students, and supports University purposes (such as a food or other retail vendor).

E. Campus Safety Officer. The person who is responsible for compliance with the requirements of the Clery Act.

F. Consent means words or overt actions by a person indicating a freely given present agreement to perform a particular sexual act with the actor. Consent does not mean the existence of a prior or current social relationship between the actor and the complainant or that the complainant failed to resist a particular sexual act. Past consent does not imply future consent. A person who is mentally incapacitated or physically helpless, as defined by Minnesota law, cannot consent to a sexual act. Corroboration of the victim's testimony is not required to show lack of consent. Consent can be withdrawn at any time.

G. Dating Violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes a pattern of abuse or threat of abuse among dating partners. It includes verbal, emotional, physical, sexual, and digital (Internet) abuse and may have both immediate and long term effects.

H. Discrimination occurs when an individual is treated adversely or differently because of that person's race, color, creed, religion, sex, age, national origin, disability, marital status, familial (or parental) status, sexual orientation, status with regard to public assistance, membership or activity in a local commission, or any other protected class status defined by applicable law. Harassment includes conduct that denigrates or shows hostility or aversion toward an individual because of his or her race, color, creed, religion, sex, gender identity, age, national origin, ethnicity, disability, marital status, sexual orientation, status with regard to public assistance, membership or activity in a local commission, or any other protected class status defined by applicable law and that:

1. Has the purpose or effect of creating an intimidating, hostile, or offensive educational environment; or
2. Has the purpose or effect of unreasonably interfering with an individual's educational performance; or
3. Otherwise adversely affects an individual's educational opportunities, including academic, extracurricular, and other programs of the University.

Some examples of conduct that may constitute discrimination or harassment include the following:

1. Treating an individual differently in any other respect because of protected class status; or
2. Using epithets, slurs, threatening or intimidating acts, including written or graphic material directed to an individual because of protected class status; or
3. Written, verbal or physical acts directed to an individual because of protected class status that purport to be jokes or pranks.

I. Domestic Violence is defined as any of the following, if committed against a family or household member by a family or household member: (1) physical harm, bodily injury or assault; (2) the

infliction of fear of imminent physical harm, bodily injury, or assault; or (3) terroristic threats, criminal sexual conduct, or interference with an emergency call.

- J. Employee Title IX Coordinator.** The Employee Title IX Coordinator, also the VP of Human Resources, is responsible for implementing and monitoring Title IX compliance on behalf of the University. This includes coordination of training, education, communications, and administration of the complaint procedures for the handling of suspected or alleged violations of this Policy. The Employee Title IX Coordinator's responsibilities are focused on Title IX matters relating to employees.
- K. Investigators.** Those persons assigned to investigate possible violations under this Policy.
- L. Non-campus Building or Property** means any building or property owned, leased, or controlled by a student organization recognized by the University; and any building or property (other than a branch campus) owned, leased, or controlled by the University that is used in direct support of, or in relation to, the University's educational or employment purposes, is used by students, and is not within the same reasonably contiguous geographic area of the University. This term includes the location of any activity, program, organization, or event sponsored by the University.
- M. Ongoing prevention and awareness campaigns.** Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.
- N. Primary prevention programs.** Programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.
- O. Proceeding.** All activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. "Proceeding" does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.
- P. Public Property** means all public property that is within the same reasonably contiguous geographic area of the University, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned, leased, or controlled by the University if the facility is used by the University in direct support of, or in a manner related to the University's educational purposes.
- Q. Result.** Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution.

R. Risk reduction. 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.

S. Sexual Assault is criminal sexual conduct in the first, second, third, or fourth degrees, as well as incest, as defined by Minnesota Statutes §§ 609.342, 609.343, 609.344, 609.345, or 609.365.

Criminal sexual conduct is a sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Some examples include, but are not limited to:

- **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, including if circumstances existed at the time of the act that caused the complainant to have a reasonable fear of imminent great bodily harm to the complainant or another (including but not limited to if the actor is armed with a dangerous weapon or any article used or fashioned in a manner to lead the complainant to reasonably believe it to be a dangerous weapon and the actor uses or threatens to use the weapon or article to cause the victim to submit or the actor causes personal injury to the victim).
- **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against that person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against this person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.
- **Incest:** Sexual intercourse with another nearer of kin to the actor than first cousin, computed by rules of the civil law, whether of the half or the whole blood, with knowledge of the relationship
- **Statutory rape:** Sexual intercourse with a person who is under 13 years of age and the actor is more than 36 months older than the complainant; the complainant is at least 13 years of age but less than 16 years of age and the actor is more than 24 months older than the complainant; the complainant is at least 16 but less than 18 years of age and the actor is more than 48 months older than the complainant and in a position of authority over the complainant; the actor has a significant relationship to the complainant and the complainant was at least 16 but under 18 years of age at the time of the sexual penetration; the actor has a significant relationship to the complainant, the complainant was under 18 years of age at the time of the sexual penetration and the actor or an accomplice used force or coercion to accomplish the penetration, the complainant suffered personal injury, or the sexual abuse involved multiple acts committed over an extended period of time.

T. Sexual Exploitation is taking non-consensual sexual advantage of another person. For example, sexual exploitation includes taking non-consensual video and/or audio recordings, photographs, or images of an individual while that individual is engaged in intimate or sexual utterances, sounds, or activities; voyeurism; or distributing intimate or sexual information about a person without his or her consent.

U. Sexual Harassment is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of education, or
2. Submission to or rejection of such conduct is used as a basis for educational decisions affecting the individual, or
3. Such conduct unreasonably interferes with an individual's educational performance, or creates an intimidating, hostile, or offensive educational environment.

Some examples of conduct that may constitute sexual harassment include the following:

1. Repeated and unwelcome suggestions regarding, or invitations to, social engagements or social events; or
2. Any indication, express or implied, that any aspect of academic progress or personal safety depends or may depend on the granting of sexual favors or on a willingness to accept or tolerate conduct or communication of a sexual nature; or
3. Unwelcome or coerced physical proximity or physical contact which is of a sexual nature or sexually motivated; or
4. The deliberate use of offensive or demeaning terms which have a sexual connotation; or
5. The deliberate creation of an intimidating, hostile or offensive atmosphere, through conduct or communication of a sexual nature; or
6. Inappropriate remarks of a sexual nature.

V. Sexual Intimidation involves threatening another person that the perpetrator will commit a sex act against them; engaging in indecent exposure; or stalking another person who reasonably perceives the stalker is pursuing a romantic and/or sexual relationship. **Stalking** is further defined below.

W. Sexual Violence is defined as a violation of Minnesota Criminal Sexual Conduct Statutes and may include a range of sexual conduct, including but not limited to acquaintance rape, or other forcible or non-forcible sex offenses. In general, sexual violence means sexual contact achieved without consent or with the use of physical force, coercion, deception, threat, and/or the victim is mentally incapacitated or impaired, physically impaired (due to the influence of drugs or alcohol), or asleep or unconscious.

X. Stalking means to engage in conduct which the actor knows or has reason to know would cause the victim under the circumstances to feel frightened, threatened, oppressed, persecuted, or intimidated, and causes this reaction on the part of the victim regardless of the relationship between the actor and victim.

Y. Student Title IX Coordinator. The Student Title IX Coordinator is responsible for implementing and monitoring Title IX compliance on behalf of the University. This includes coordination of training, education, communications, and administration of the complaint procedures for the handling of suspected or alleged violations of this Policy. The Student Title IX Coordinator's responsibilities are focused on Title IX matters relating to students.

II. REPORTING PROCEDURES FOR INCIDENTS OF SEXUAL HARASSMENT, HARASSMENT, AND/OR DISCRIMINATION (please see Section III for reporting Sexual Violence)

A. If a student believes that he or she has been subject to sexual harassment, harassment, or discrimination by another student, faculty member, staff member, or any third party, he or she may report the conduct as set out below. If a student observes sexual harassment, harassment, or discrimination he or she may report the conduct to the following:

The Student Title IX Coordinator, (952) 888-4777 x309 or the Vice President of Human Resources (952) 885-5437. If the student is reporting an incident relating to an employee, he or she should also make a report to the Employee Title IX Coordinator (952) 885-5437.

Students may also make a report on the University's Title IX Reporting Hotline. The University's hotline is hosted by a secure, independent provider, EthicsPoint and reports are treated confidentially. Reporters may remain anonymous and the IP address of computers cannot be traced. Reports will be provided to the Vice President of Human Resources. It should be understood that an investigation may be hampered or be impracticable if the reporter cannot be identified and questioned about the incident and related facts. There are two ways to use the hotline:

- Online: <https://secure.ethicspoint.com/domain/media/en/gui/35060/index.html>
- Phone: toll-free, within the United States, Guam, Puerto Rico and Canada: **855-748-5772**.

Unless statutorily prohibited, any University employee who receives a report or complaint of sexual harassment, harassment, or discrimination regarding a student is required to immediately report it to the Student Title IX Coordinator.

The student also has the right to decline to notify any authorities. As necessary, the University reserves the right to initiate a complaint, to serve as complainant, and to initiate conduct proceedings without a formal complaint or, if necessary, consent, by the victim or complainant.

B. If a student believes that he or she has been a victim of a forcible or nonforcible sex offense, including dating violence, domestic violence, sexual assault, or stalking, on campus, and in certain circumstances as defined in this policy in or on non-campus buildings or property, or on public property, he or she should, if desired, report the incident to the University as outlined in section II. A. and/or local police agencies.

C. If a student believes that he or she has been a victim of the criminal offenses of larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism of property, and/or any other crime involving bodily injury to any person, in which the victim believes he or she was selected

because of his or her actual or perceived gender, sexual orientation, or gender identity, he or she should, if desired, report the incident to the University as outlined in section II. A. or local police agencies.

- D. The willful filing of a false report will be considered to be a violation of University policy.
- E. Although confidentiality cannot be assured, the University will respect the confidentiality of the complainant, the reporter (if someone other than the complainant), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the University's obligations to investigate, to take appropriate action, to publish recordkeeping, and to comply with any legal obligations.

III. REPORTING PROCEDURES FOR INCIDENTS OF SEXUAL VIOLENCE

A. Reporting Complaints

1. We encourage victims of sexual violence to seek immediate medical and emotional assistance, including treatment for injuries and preventative treatment for sexually transmitted diseases. Assistance is available by calling 911, the Bloomington Police (952-563-4900), Campus Safety Officer extension 394. Medical treatment, including rape kits, may help victims preserve evidence of sexual violence and misconduct. University security staff responding to an incident of sexual violence will inform the victim of his or her options to notify law enforcement authorities, seek medical assistance, and the University's reporting process; and security staff will assist the victim with these contacts if the victim requests such assistance.

It is important for victims to preserve any evidence resulting from sexual violence that could be needed for criminal prosecution. Campus security will provide assistance in preserving materials considered relevant to the internal complaint process and, when requested by the police, provide assistance in obtaining, securing, and maintaining evidence needed for criminal prosecution.

Victims of sexual assault have the right to complete and prompt assistance of campus authorities, at the direction of law enforcement authorities, in obtaining, securing, and maintaining evidence in connection with a sexual assault incident.

The victim may report to the police, to the University, neither, or both. The University recognizes that the decision to report sexual violence to the police is the right of the victim. However, the University strongly encourages the immediate reporting of sexual violence to the following:

The Student Title IX Coordinator (952) 888-4777 x309 or the Vice President of Human Resources (952) 885-5437.

Unless statutorily prohibited, any University employee who receives a report or complaint regarding a student should immediately report it to the Student Title IX Coordinator.

2. If a student reports to the University that the student has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, the University will provide the student with a written explanation of the student's rights and options.
3. When applicable, the University will notify the victim of his or her rights and the University's responsibilities regarding orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court (see Resources Section below).
4. Although confidentiality cannot be assured, investigations will be conducted with sensitivity to confidential issues and investigative information will be communicated as appropriate to those with a need to know.
5. If the sexual violence reoccurs, it should immediately be reported to any of the individuals listed above. The Reporting Procedure described above should also be used if a student believes he or she has been subjected to prohibited retaliation or intimidation.
6. In some cases, unless prohibited by law, an individual may pursue criminal action and a University internal complaint concurrently. In certain circumstances, the University is prohibited from waiting for a criminal case to conclude before proceeding in its own internal investigation.
7. Pursuant to the law, the University will collect, prepare, publish, and distribute, through appropriate publications or mailings, to all current students and employees, and to any applicant for enrollment or employment upon request, an annual security report containing, among other things, information relating to the campus crime statistics of the University and statistics concerning the occurrence on campus, in or on noncampus buildings or property, and on public property all criminal offenses reported to campus security authorities related, among other things, to forcible or nonforcible sex offenses, dating violence, domestic violence, sexual assault, and stalking.

B. Resources

Victims may wish to utilize the following services:

Confidential University Resources:

- University Counseling Services (952) 885-5458
 - Counseling services is a confidential resources for students and conversations are protected by privilege

Off Campus Resources:

- Local Police
 - 9-1-1
 - Bloomington Police (952) 563-4900
- Minnesota Crime Victims Reparations Board (651) 201-7300

- Visit the Board's website for a summary of crime victims' rights: <https://dps.mn.gov/divisions/ojp/help-for-crime-victims/Pages/crime-victims-rights.aspx>
- Sexual Violence Center, Minneapolis Office (612) 871-5100
- Hennepin County and Sexual Assault Resources (612) 873-5832
 - Available 24 hours a day and at area hospital emergency rooms
- Tubman Chrysalis Centers Crisis Line (612) 825-0000
- Minnesota Coalition Against Sexual Assault (651) 209-9993
- Minnesota Office of Justice, Crime Victim Services (800) 247-0390 (extension 3 for information and referral)
- National Domestic Violence Hotline (800) 799-SAFE (7233)
- National Sexual Assault Hotline (800) 656- HOPE (4673)
- Fairview Southdale Hospital, 6401 York Avenue South, Edina, MN (952) 924-5000
 - Note: If you have been the victim of sexual assault, you should seek immediate medical attention regardless of whether you report the matter to law enforcement or the University.
- Minnesota Commissioner of Public Safety (651) 201-7160

County Resources regarding orders of protection, no contact order, or restraining orders:

- Hennepin County Domestic Abuse Service Center (612) 348-5073
- Ramsey County Domestic Abuse and Harassment Office (651) 266-5130

IV. INVESTIGATION

- A. Upon receipt of a report or complaint, the University will notify and, when appropriate, obtain consent from the Complainant to promptly undertake or authorize a fair and impartial investigation. If the allegation is one of domestic violence, dating violence, sexual assault, or stalking, the investigation and disciplinary proceeding will be conducted by an official who receives annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking. This training also includes information about interacting with victims of sexual assault, including how to reduce the emotional distress resulting from the reporting, investigatory, and disciplinary process. No matter the type of sexual misconduct reported, the investigation will be conducted by someone who has been trained on how to conduct a prompt, fair, and impartial investigation; how to provide safety to the victim; and how to promote accountability.
- B. The investigation will generally be completed within 60 calendar days from receipt of the complaint. If the investigation proceeding will be delayed, the University will provide the participants with written notice of the delay and the reason for the delay.
- C. The investigation may, as appropriate, consist of personal interviews with the complainant, the reporter (if someone other than the complainant), the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

- D. If the investigation is based on an allegation of domestic violence, dating violence, sexual assault, or stalking, the complainant and the respondent are each entitled to have others present during a University disciplinary proceeding, including to be accompanied to any related meeting or proceeding by an advisor of their choice. The advisor may not participate in the meeting, but may attend and observe.
- E. In determining whether alleged conduct constitutes a violation of this policy, the University may consider the facts and surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances using a preponderance of the evidence (*i.e.*, more likely than not) standard to evaluate complaints. During the investigation, the University will never consider evidence about the complainant's prior sexual conduct with anyone other than, when appropriate, the alleged perpetrator.
- F. The University, at its discretion, may take immediate steps, based on the severity of the allegations, to protect the parties involved in the complaint process pending completion of an investigation.
- G. To ensure the University can gather the information necessary to uphold University policies, each faculty, staff, or student who is requested to participate in a fact finding is required to fully cooperate with the investigator. Unless otherwise directed by the investigator, faculty, students, or staff will be expected to limit their discussion of the matter under investigation to those who need to know the information for the purposes of assisting in the resolution of the complaint. Nothing in this paragraph is intended to limit or restrict in any way a complainant from contacting at any time the police or governmental agencies responsible for the enforcement of any applicable laws.
- H. The complainant and the respondent will be simultaneously notified in writing by the Student Title IX Coordinator of any change to the results of the investigation that occurs prior to the time that the results become final.

V. UNIVERSITY ACTION

- A. Upon completion of the investigation, the investigator(s) will make a finding of facts report to the Student Title IX Coordinator. If the complaint involves the President, the report must be filed directly with the Board of Trustees.
- B. The Student Title IX Coordinator will evaluate the facts, make a determination if the facts violate the policy, and determine any sanction(s). The Student Title IX Coordinator will simultaneously inform the complainant and respondent of the Results of the investigation and any sanction(s) that will be imposed. The Student Title IX Coordinator will issue a report in writing and the sanctions, if any, will be detailed and the rationale for the decision will be given, including in all cases of domestic violence, dating violence, sexual assault, or stalking.

- C. If a complaint is substantiated, the University will take appropriate and effective action depending on the circumstances. Such action may include, but is not limited to, training, counseling, suspension, expulsion, or other appropriate action.
- D. In appropriate situations, the Student Title IX Coordinator will provide written notifications to victims about options for, and available assistance in, changing academic situations, if so requested by the victim and if such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to University administration or local law enforcement.
- E. Pursuant to applicable law, the University will make timely reports to the campus community on certain crimes considered to be a threat to other students and employees, including forcible and nonforcible sex offenses that are reported to campus security or local law police agencies. These reports will be provided to students and employees in a timely manner, will withhold the name(s) of the victim(s) as confidential, and will aid in the prevention of similar occurrences.
- F. In accordance with applicable law, the Student Title IX Coordinator retains the right to issue possible sanctions or engage in protective measures following a final determination of a University disciplinary procedure, including in all cases involving rape, acquaintance rape, domestic violence, dating violence, sexual assault, or stalking. The University reserves the right to issue any of the following sanctions in any order in these circumstances depending on the facts:
- No-contact directive
 - Restriction of privileges
 - Probation
 - Written Warning
 - Suspension
 - Expulsion

VI. APPEALS:

If the Complainant or Respondent is dissatisfied with the determinations made under this policy, that person may file an appeal if one of the below grounds for appeal exists. The Appeal should be filed in writing with the Student Title IX Coordinator within 10 business days of being notified of the results of the investigation. The Appeal should set forth the grounds on which the Appeal is being filed and all of the facts and arguments in support of the Appeal. Absent good cause as determined by the Appeal Officer, a delay in filing the Appeal will be grounds for rejection of that Appeal. The Appeal will be forwarded to the Appeal Officer to review and make a final determination regarding the Appeal. Before an Appeal is determined, the Respondent may be given the opportunity to review the Appeal and, should he or she wish, to submit a written opposition to the Appeal within 10 business days. The Appeal Officer will strive to complete a determination regarding the appeal within 30 calendar days of receipt of the Appeal, or, when applicable, receipt of written opposition. The Appeal Officer will notify the Complainant and Respondent if the decision will take longer than 30 calendar days from the receipt of all documentation. **Please Note:** the appeal process is limited to students covered under this policy only. Faculty and staff should refer to their specific policy in the Employee Handbook.

The ONLY grounds for appeal are as follows:

- A procedural error occurred that significantly impacted the outcome of the investigation. A summary of the error and its potential impact must be included.
- To consider new evidence, unavailable during the original investigation, that could substantially impact the original finding or sanction. A summary of this new evidence and its potential impact must be included.
- The sanctions imposed are substantially disproportionate to the severity of the violation.

Note: Appeals are not intended to be full re-investigations of complaints. In most cases, appeals are confined to a review of the written documentation and the appeal notice.

The Appeal Officer will simultaneously notify the Appellant and Respondent of the decision in writing. The Appeal Officer's Appeal decision is final.

VI. UNIVERSITY REPORTING OBLIGATIONS:

Victims of sex discrimination should also be aware that, under the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”), University administrators must issue timely warnings to students and employees for certain types of incidents reported to them that pose a substantial threat of bodily harm or danger to members of the University community. The University will make every effort to ensure that a victim’s name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger.

The University is required by federal law to report statistics regarding incidents of sexual violence. Annually, the University reports such statistics to students, faculty, and staff. Compliance with this Policy does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. § 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

VII. COOPERATION WITH LAW ENFORCEMENT

The University will comply with law enforcement’s request for cooperation and such cooperation may require the University to temporarily suspend the fact-finding aspect of a Title IX investigation while the law enforcement agency gathers evidence. The University will promptly resume its Title IX investigation as soon as notified by the law enforcement agency that it has completed the evidence gathering process, which typically takes three to ten calendar days, although the delay in the University’s investigation could be longer in certain instances.

The University will implement appropriate interim steps during the law enforcement agency’s investigation period to provide for the safety of the victim(s) and the campus community and the avoidance of retaliation.

When appropriate or legally obligated, the University may share investigative information with the law enforcement.

VIII. ATTEMPTED VIOLATIONS

In most circumstances, the University will treat attempts to commit any of the violations listed in this policy as if those attempts had been completed.

IX. NO REPRISAL

There will be no retaliation against any complainant or reporter of sexual harassment, harassment, discrimination, or sexual violence under this policy, nor against any person who participates in an investigation. The University will investigate complaints and will take appropriate action against any student who retaliates against any person who makes a good-faith report; who testifies, assists or participates in an investigation; or who testifies, assists or participates in a process relating to the report. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

In addition, neither the University, nor any officer, employee, or agent of the University may retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights to avail themselves of the University's grievance procedures.

X. CONFLICT OF INTEREST

If there is a conflict of interest with respect to any party affected by this policy, appropriate accommodations will be made, such as, but not limited to, appointing or contracting with a Consultant to conduct the investigation, or recusing the person from the process for whom a conflict or potential conflict of interest exists.

XI. ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include, but is not limited to, filing a charge with the United States Department of Education Office for Civil Rights (OCR).

The OCR office for Minnesota is located at:

U.S. Department of Education
Office for Civil Rights
Citigroup Center
500 W. Madison Street, Suite 1475
Chicago IL 60661-4544

Tel: 312.730.1560
TDD: 877.521.2172
Email: OCR.Chicago@ed.gov

XII. WAIVER OF DRUG/ALCOHOL VIOLATIONS

The University strongly encourages students to report instances of sexual harassment, sexual misconduct, dating or domestic violence or stalking. As such, students who report such

information—either witnesses or victims—will not be disciplined by the University for any violation of its drug and alcohol policies in which they might have engaged in connection with the reported incident. The use of alcohol or drugs does not make the victim at fault of sexual violence.

XIII. PROGRAMS DESIGNED TO PREVENT DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

Pursuant to the Clery Act, the University has designed and implemented programs meant to prevent domestic violence, dating violence, sexual assault, and stalking. Notably, the University has created education programs to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. These education programs include primary prevention and awareness programs for all incoming students, faculty, adjunct faculty, and staff. In these programs, participants will

1. Be provided a statement that the University prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking;
2. Receive documentation with the definitions of domestic violence, dating violence, sexual assault, stalking, and consent;
3. Learn safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than such individual to encourage bystanders to intervene and to overcome any barriers to intervening;
4. Receive information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks;
5. Learn the possible sanctions or protective measures that the University may impose following a final determination of a University disciplinary procedure regarding rape, acquaintance rape, domestic violence, dating violence, sexual assault, or stalking;
6. Be informed regarding the procedures victims should follow if a sex offense, domestic violence, dating violence, sexual assault, or stalking has occurred, including receiving information in writing about
 - The importance of preserving evidence as may be necessary to the proof of criminal domestic violence, dating violence, sexual assault, or stalking, or in obtaining a protection order;
 - To whom the alleged offense should be reported;
 - Options regarding law enforcement and campus authorities, including notification of the victim's option to notify proper law enforcement authorities, including on-campus officials and local police; be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses; and decline to notify such authorities;
7. Be notified that, when applicable, victims have rights and the University has responsibilities regarding orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court;
8. Learn procedures for University disciplinary action in cases of alleged domestic violence, dating violence, sexual assault, or stalking, which shall include a clear statement that the proceedings will provide a prompt, fair, and impartial investigation and resolution; and will be conducted by officials who receive annual training on the issues related to these crimes and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability;

9. Be notified of the fact that the Complainant and Respondent are entitled to the same opportunities to have others present during a University disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice;
10. Be notified in writing that both the Complainant and Respondent shall be simultaneously informed, in writing, of – the outcome of any University disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault, or stalking; the University's procedures for the accused and the victim to appeal the results of the University disciplinary proceeding when such results become final.
11. Obtain information about how the University will protect the confidentiality of Complainants to the extent required by the law, including how publicly available recordkeeping will be accomplished without the inclusion of identifying information about the Complainant, to the extent permissible by law;
12. Receive written notification about existing counseling, health, mental health, victim advocacy, legal assistance, and other services available for victims both on-campus and in the community; and
13. Receive written notification of Complainants' options for, and available assistance in, changing academic situations, if so requested by the Complainant and if such accommodations are reasonably available, regardless of whether the Complainant chooses to report the crime to campus officials or local law enforcement.
14. The University will also offer ongoing prevention and awareness campaigns for students and faculty, adjunct faculty, and staff and will provide attendees with, at minimum, the same information listed above. These campaign programs will occur on a regular basis and no less frequently than once per year.

The University provides individuals responsible for investigating or adjudicating complaints of sexual assault with training on preventing and responding to sexual assault in collaboration with the Bureau of Criminal Apprehension or another law enforcement agency with expertise in criminal sexual conduct. The training includes a presentation on the dynamics of sexual assault; responses to trauma; and preventing, responding to, and investigating sexual assault. The training also includes presentations on preventing sexual assault, responding to incidents of sexual assault, the dynamics of sexual assault, responses to trauma, and compliance with state and federal laws on sexual assault.

The University also provides sexual assault training to students who attend one or more courses on campus or will participate in on-campus activities and who are pursuing a degree or certificate, students who are taking courses through the Postsecondary Enrollment Options Act, and any other categories of students determined by the University. This training includes information about topics including but not limited to sexual assault, consent, preventing and reducing the prevalence of sexual assault, procedures for reporting campus sexual assault, and campus resources on sexual assault, including organizations that support victims of sexual assault.

XIV. QUESTIONS

Please direct any questions to the Student Title IX Coordinator or the Vice President of Human Resources.

STATEMENT OF THE RIGHTS OF THE ALLEGED VICTIM

- The right to choose to report an incident to university officials and the option to notify local law enforcement, including the right to file criminal charges with local law enforcement officials in sexual assault cases. This also includes the right to request that campus authorities promptly assist the victim in notifying the appropriate law enforcement officials of a sexual assault incident. This also includes the right not to report, if this is the victim's desire;
- The right to be treated with dignity by campus authorities, including the right to be free from campus authorities suggesting that the victim is at fault for the crimes or violations that occurred or that the victim should have acted in a different manner to avoid the crime;
- The right to complete and prompt assistance of campus authorities, at the direction of law enforcement authorities, in obtaining, securing, and maintaining evidence in connection with a sexual assault incident. This right includes the right to the assistance of campus authorities in preserving for a sexual assault complainant or victim materials relevant to a campus disciplinary proceeding;
- The right to a prompt, fair, and impartial investigation and appropriate resolution of all credible complaints of sexual misconduct made in good faith to university administrators;
- The right to decide when to repeat a description of the incident of sexual assault;
- The right to be notified of the timeframes for all major stages of the investigation;
- The right to present witnesses and evidence;
- In instances of reports of domestic violence, dating violence, sexual assault, or stalking, the right to have another person, including an attorney, present (in a support role) during all phases of the investigation, including at any meeting with campus officials concerning the victim's complaint or campus disciplinary proceeding concerning a sexual assault complaint;
- The right to be notified of available counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, or student services for victims of sexual assault, both on campus and in the community;
- During and after the process of investigating a complaint and conducting a campus disciplinary procedure, the notification of and options for, and available assistance in shielding a victim from unwanted contact with the alleged assailant, including changing classes after an alleged sexual assault incident, if so requested by the victim and if such changes are reasonably available and feasible. Accommodations may include: exam (paper, assignment) rescheduling; transferring class sections; or alternative course completion options. This right includes the right to the assistance of University personnel, in cooperation with the appropriate law enforcement authorities, in implementing the requested changes;
- The right to a campus no contact order against another student who has engaged in or threatens to engage in stalking, threatening, harassing or other improper behavior;
- The right to a written notice of the outcome and, when applicable, resulting sanction of the investigation, generally within 24 hours of the decision. After a disciplinary proceeding involving an allegation of sexual assault, dating violence, domestic violence, or stalking, this right includes the right to be informed of the outcome in writing, including a summary of any sanctions and the rationale for the decision.

- When allowed, the right to appeal³ the findings and sanction, in accordance with the standards for appeal established in this policy;
- The right to preservation of privacy, to the extent possible and allowed by law;
- Consistent with applicable law, the right for a student who reported an incident of sexual assault to be provided access to his/her description of the incident as it was reported to the University, including if that student transfers to another postsecondary institution; and
- In instances in which a student reported a sexual assault to the University and subsequently chose to transfer to another postsecondary institution, the right to be provided with information about resources for victims of sexual assault at the institution to which the victim is transferring.

**This document is provided to Complainant in conjunction with
Northwestern's Title IX Sexual Harassment, Harassment & Discrimination,
and Sexual Violence Policy for Students**

³ Appeals are not intended to be full re-investigation of the complaint. In most cases, appeals are confined to a review of the written documentation and the appeal notice.

STATEMENT OF THE ACCUSED INDIVIDUAL'S RIGHTS

- The right to a prompt, fair, and impartial investigation and appropriate resolution of all credible complaints of sexual misconduct made in good faith to university administrators against the accused individual;
- The right to be notified of the timeframes for all major stages of the investigation;
- The right to present witnesses and evidence;
- In instances of reports of domestic violence, dating violence, sexual assault, or stalking, the right to have another person present (in a support role) during all phases of the investigation;
- The right to be informed of and have access to campus resources for counseling and advisory services;
- When allowed, the right to appeal⁴ the findings and sanction, in accordance with the standards for appeal established in this policy;
- The right to a decision based solely on evidence presented during the investigative process. Such evidence shall be credible, relevant, based in fact, and without prejudice;
- The right to a written notice of the outcome and, when applicable, resulting sanction of the investigation, generally within 24 hours of the decision. After a disciplinary proceeding involving an allegation of sexual assault, dating violence, domestic violence, or stalking, this right includes the right to be informed of the outcome in writing, including a summary of any sanctions and the rationale for the decision.
- The right to preservation of privacy, to the extent required by law.

**This document is provided to Respondents in conjunction with Northwestern's
Title IX Sexual Harassment, Harassment & Discrimination,
and Sexual Violence Policy for Students**

⁴ Appeals are not intended to be full re-investigation of the complaint. In most cases, appeals are confined to a review of the written documentation and the appeal notice.

TITLE IX, CAMPUS SaVE ACT, & Minn. Stat. § 135A.15 Policy for Employees (Includes: Sexual Harassment, Harassment, Discrimination, & Sexual Violence)

POLICY

It is the policy of the Northwestern Health Sciences University (the “University”) to maintain a working environment that is free from sexual harassment⁵, sexual intimidation, sexual exploitation, harassment, discrimination or sexual violence, including when these crimes are based on actual or perceived race, color, creed, religion, national origin, sex, gender, ethnicity, gender identity, marital status, familial (or parental) status, disability, status with regard to public assistance, sexual orientation, age, family care leave status or veteran status or any other protected class defined by law. The University prohibits any form of harassment, violence or discrimination based on actual or perceived protected class status. In addition, the University prohibits dating violence, domestic violence, sexual assault, and stalking.

The University is committed to promptly and fairly investigating and addressing incidents of sexual misconduct. **Retaliation against a person who reports or complains about sexual misconduct, sexual harassment, harassment, discrimination, or sexual violence or who participates in or supports the investigation of a complaint is also prohibited and will not be tolerated.**

This policy applies to all of the academic and nonacademic (extracurricular) programs of the University and will be enforced on University property, owned or leased, including the University-hosted social functions, or events sponsored by the University but held at other locations. The policy also applies to conduct that occurs in certain circumstances as defined in this policy in a non-campus building or on non-campus property or on public property. The policy also applies to any off-campus conduct that causes or threatens to cause a substantial and material disruption at the University, or interferes with the rights of University employees to be free from a hostile working environment taking into consideration the totality of the circumstances on and off campus. That said, University employees are encouraged to report any instances of sexual misconduct to the University and if such report falls outside this particular policy, the University will assist the employee in reporting the incident to the proper party or authorities.

The University will also promptly and appropriately investigate all complaints of sexual harassment, harassment, discrimination, or sexual violence—whether formal or informal, verbal or written—based on a University employee’s actual or perceived protected class status, and will discipline or take appropriate action against any student, faculty, or staff that is found to have violated this policy. The University will investigate and, when appropriate, will conduct prompt, fair, and impartial investigation proceedings for complaints of all sexual misconduct, including but not limited to dating violence, sexual assault, and stalking.

If a University investigation reveals that harassment created a hostile environment, the University will take prompt and effective steps to end the harassment, eliminate the hostile environment, prevent the harassment from recurring and, when appropriate, remedy the effects of the hostile environment.

Any University employee who needs a reasonable accommodation to be able to make or respond to a complaint, or engage in any other activity detailed in this Policy, should contact the Employee Title IX Coordinator (the Vice President of Human Resources) to request an accommodation. Any employee of the University who is found to have violated this policy is subject to disciplinary or corrective action, up to and including termination of employment.

⁵ Title IX as well as other laws require that the University not discriminate on the basis of sex in the University's employment practices, as well as in its education programs and activities. Inquiries regarding the application of Title IX—or reports of Title IX violations—should be made to the Employee Title IX Coordinator.

I. DEFINITIONS

All violations detailed in this Policy can occur between individuals of the same or different genders.

- A. Advisor.** Any individual who provides the alleged victim or respondent support.
- B. Awareness programs.** Community-wide or audience specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration
- C. Bystander intervention.** 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 actions to intervene
- D. Campus** means any building or property owned, leased, or controlled by the University within the same reasonably contiguous geographic area of the University and used by the University in direct support of, or in a manner related to, the University 's educational purposes, and property within the same reasonably contiguous geographic area of the University that is owned by the University but controlled by another person, is used by students, and supports University purposes (such as a food or other retail vendor).
- E. Campus Safety Officer.** The person who is responsible for compliance with the requirements of the Clery Act.
- F. Consent** means words or overt actions by a person indicating a freely given present agreement to perform a particular sexual act with the actor. Consent does not mean the existence of a prior or current social relationship between the actor and the complainant or that the complainant failed to resist a particular sexual act. Past consent does not imply future consent. A person who is mentally incapacitated or physically helpless, as defined by Minnesota law, cannot consent to a sexual act. Corroboration of the victim's testimony is not required to show lack of consent. Consent can be withdrawn at any time.
- G. Dating Violence** means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes a pattern of abuse or threat of abuse among dating partners. It includes verbal, emotional, physical, sexual, and digital (Internet) abuse and may have both immediate and long term effects.
- H. Discrimination** occurs when an individual is treated adversely or differently because of that person's race, ethnicity, color, creed, religion, sex, gender, age, national origin, disability, marital status, familial (or parental) status, sexual orientation, gender identity, status with regard to public assistance, membership or activity in a local commission, family care leave status, or veteran status or any other protected class status defined by applicable law. Harassment includes conduct that denigrates or shows hostility or aversion toward an individual because of his or her actual or perceived protected class status as defined by law and that:
1. Has the purpose or effect of creating an intimidating, hostile, or offensive employment environment; or

2. Has the purpose or effect of unreasonably interfering with an individual's job performance; or
3. Otherwise adversely affects an individual's employment opportunities.

Some examples of conduct that may constitute discrimination or harassment include the following:

1. Failure or refusal to hire, train, or promote an individual because of that individual's protected class status; or
 2. Limiting salary increases because of an individual's protected class status; or
 3. Disciplining or terminating an individual because of that individual's protected class status; or
 4. Treating an individual differently in any other respect because of that individual's protected class status; or
 5. Using epithets, slurs, threatening or intimidating acts, including written or graphic material directed to an individual because of protected class status; or
 6. Written, verbal or physical acts directed to an individual because of protected class status that purport to be jokes or pranks.
- I. Domestic Violence** is defined as any of the following, if committed against a family or household member by a family or household member: (1) physical harm, bodily injury or assault; (2) the infliction of fear of imminent physical harm, bodily injury, or assault; or (3) terroristic threats, criminal sexual conduct, or interference with an emergency call.
- J. Employee Title IX Coordinator.** The Employee Title IX Coordinator, also the VP of Human Resources, is responsible for implementing and monitoring Title IX compliance on behalf of the University. This includes coordination of training, education, communications, and administration of the complaint procedures for the handling of suspected or alleged violations of this Policy. The Employee Title IX Coordinator's responsibilities are focused on Title IX matters relating to employees.
- K. Investigators.** Those persons assigned to investigate possible violations under this Policy.
- L. Non-campus Building or Property** means any building or property owned, leased, or controlled by a student organization recognized by the University; and any building or property (other than a branch campus) owned, leased, or controlled by the University that is used in direct support of, or in relation to, the University's educational or employment purposes, is used by students, and is not within the same reasonably contiguous geographic area of the University. This term includes the location of any activity, program, organization, or event sponsored by the University.
- M. Ongoing prevention and awareness campaigns.** Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the University.
- N. Primary prevention programs.** Programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.
- O. Proceeding.** All activities related to a non-criminal resolution of a University disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. "Proceeding" does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

- P. Public Property** means all public property that is within the same reasonably contiguous geographic area of the University, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned, leased, or controlled by the University if the facility is used by the University in direct support of, or in a manner related to the University's educational or employment purposes.
- Q. Result.** Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the University.
- R. Risk reduction.** 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.
- S. Sexual Assault** is criminal sexual conduct in the first, second, third, or fourth degrees, as well as incest, as defined by Minnesota Statutes §§ 609.342, 609.343, 609.344, 609.345, or 609.365.

Criminal sexual conduct is a sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Some examples include, but are not limited to:

- **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, including if circumstances existed at the time of the act that caused the complainant to have a reasonable fear of imminent great bodily harm to the complainant or another (including but not limited to if the actor is armed with a dangerous weapon or any article used or fashioned in a manner to lead the complainant to reasonably believe it to be a dangerous weapon and the actor uses or threatens to use the weapon or article to cause the victim to submit or the actor causes personal injury to the victim).
- **Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against that person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against this person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.
- **Incest:** Sexual intercourse with another nearer of kin to the actor than first cousin, computed by rules of the civil law, whether of the half or the whole blood, with knowledge of the relationship
- **Statutory rape:** Sexual intercourse with a person who is under 13 years of age and the actor is more than 36 months older than the complainant; the complainant is at least 13 years of age but less than 16 years of age and the actor is more than 24 months older than the complainant; the complainant is at least 16 but less than 18 years of age and the actor is more than 48 months older than the complainant and in a position of authority over the complainant; the actor has a significant relationship to the complainant and the complainant was at least 16 but under 18 years of age at the time of the sexual penetration; the actor has a significant relationship to the complainant, the complainant was under 18 years of age at the time of the sexual penetration and the actor or an accomplice used force or coercion to accomplish the penetration, the complainant suffered personal injury, or the sexual abuse involved multiple acts committed over an extended period of time.

- T. Sexual Exploitation** is taking non-consensual sexual advantage of another person. For example, sexual

exploitation includes taking non-consensual video and/or audio recordings, photographs, or images of an individual while that individual is engaged in intimate or sexual utterances, sounds, or activities; voyeurism; or distributing intimate or sexual information about a person without his or her consent.

U. Sexual Harassment is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of employment, or
2. Submission to or rejection of such conduct is used as a basis for employment decisions affecting the individual, or
3. Such conduct unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive working environment.

Some examples of conduct that may constitute sexual harassment include the following:

1. Repeated and unwelcome suggestions regarding, or invitations to, social engagements or social events; or
2. Any indication, express or implied, that any aspect of employment conditions or personal safety depends or may depend on the granting of sexual favors or on a willingness to accept or tolerate conduct or communication of a sexual nature; or
3. Unwelcome or coerced physical proximity or physical contact which is of a sexual nature or sexually motivated; or
4. The deliberate use of offensive or demeaning terms which have a sexual connotation; or
5. The deliberate creation of an intimidating, hostile or offensive atmosphere, through conduct or communication of a sexual nature; or
6. Inappropriate remarks of a sexual nature.

V. Sexual Intimidation involves threatening another person that the perpetrator will commit a sex act against them; engaging in indecent exposure; or stalking another person who reasonably perceives the stalker is pursuing a romantic and/or sexual relationship. **Stalking** is further defined below.

W. Sexual Violence is defined as a violation of Minnesota Criminal Sexual Conduct Statutes and may include a range of sexual conduct, including but not limited to acquaintance rape, or other forcible or non-forcible sex offenses. In general, sexual violence means sexual contact achieved without consent or with the use of physical force, coercion, deception, threat, and/or the victim is mentally incapacitated or impaired, physically impaired (due to the influence of drugs or alcohol), or asleep or unconscious.

X. Stalking means to engage in conduct which the actor knows or has reason to know would cause the victim under the circumstances to feel frightened, threatened, oppressed, persecuted, or intimidated, and causes this reaction on the part of the victim regardless of the relationship between the actor and victim.

Y. Student Title IX Coordinator. The Student Title IX Coordinator is responsible for implementing and monitoring Title IX compliance on behalf of the University. This includes coordination of training, education, communications, and administration of the complaint procedures for the handling of suspected or alleged violations of this Policy. The Student Title IX Coordinator's responsibilities are focused on Title IX matters relating to students.

II. REPORTING PROCEDURES FOR INCIDENTS OF SEXUAL HARASSMENT, HARASSMENT, AND/OR DISCRIMINATION (please see Section III for reporting Sexual Violence)

A. If a University employee believes that he or she has been subject to sexual harassment, harassment, or

discrimination by any person whom the employee encounters during the course of his or her employment, he or she may report the conduct as set out below. In this circumstance, the employee also retains the right to decline to notify any authorities.

If a University employee observes sexual harassment, harassment, or discrimination, he or she must immediately report the conduct to the following:

Employee Title IX Coordinator ((952) 885-5437). If the University employee is reporting an incident relating to a student victim, he or she should also make a report to the Student Title IX Coordinator, (952) 888-4777 x 309.

If a University employee believes that he or she has been subject to sexual harassment, harassment, or discrimination by any person whom the employee encounters during the course of his or her employment, in addition to his or her right to make a report to the Employee Title IX Coordinator, he or she may also choose to make a report on the University's Title IX Reporting Hotline. The University's hotline is hosted by a secure, independent provider, EthicsPoint and reports are treated confidentially. Reporters may remain anonymous and reporters' IP addresses cannot be traced. Reports will be provided to the Vice President of Human Resources. It should be understood that an investigation may be hampered or be impracticable if the Reporting Person cannot be identified and questioned about the incident and related facts. There are two ways to use the hotline:

- Online: <https://secure.ethicspoint.com/domain/media/en/gui/35060/index.html>
- Phone: toll-free, within the United States, Guam, Puerto Rico and Canada: 855-748-5772.

As necessary, the University reserves the right to initiate a complaint, to serve as complainant, and to initiate conduct proceedings without a formal complaint or, if necessary, consent, by the victim or complainant.

- B.** If a University employee believes that he or she has been a victim of a forcible or nonforcible sex offense, including dating violence, domestic violence, sexual assault, or stalking, on campus, and in certain circumstances as defined in this policy in or on non-campus buildings or property, or on public property, he or she should, if desired, report the incident to the University as outlined in section II. A. and/or local police agencies.
- C.** If a University employee believes that he or she has been a victim of the criminal offenses of larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism of property, and/or any other crime involving bodily injury to any person, in which the victim believes he or she was selected because of his or her actual or perceived gender, sexual orientation, or gender identity, he or she should, if desired, report the incident to the University as outlined in section II. A. or local police agencies.
- D.** The willful filing of a false report will be considered to be a violation of University policy.
- E.** Although confidentiality cannot be assured, the University will respect the confidentiality of the complainant, the reporter (if someone other than the complainant), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the University's obligations to investigate, to take appropriate action, to publish recordkeeping, and to comply with any legal obligations.

III. REPORTING PROCEDURES FOR INCIDENTS OF SEXUAL VIOLENCE

A. Reporting Complaints

1. We encourage victims of sexual violence to seek immediate medical and emotional assistance, including treatment for injuries and preventative treatment for sexually transmitted diseases. Assistance is available by calling 911, the Bloomington Police (952-563-4900), Campus Safety Officer extension 394. Medical treatment, including rape kits, may help victims preserve evidence of sexual violence and misconduct. University security staff responding to an incident of sexual violence will inform the victim of his or her options to notify law enforcement authorities, seek medical assistance, and the University's reporting process; and security staff will assist the victim with these contacts if the victim requests such assistance.

It is important for victims to preserve any evidence resulting from sexual violence that could be needed for criminal prosecution. Campus security will provide assistance in preserving materials considered relevant to the internal complaint process and, when requested by the police, provide assistance in obtaining, securing, and maintaining evidence needed for criminal prosecution.

Victims of sexual assault have the right to complete and prompt assistance of campus authorities, at the direction of law enforcement authorities, in obtaining, securing, and maintaining evidence in connection with a sexual assault incident.

The victim may report to the police, to the University, neither, or both. The University recognizes that the decision to report sexual violence to the police is the right of the victim. However, the University strongly encourages the immediate reporting of sexual violence to the following:

Employee Title IX Coordinator: **(952) 885-5437**.

2. If a University employee reports to the University that the employee has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, the University will provide the employee with a written explanation of the employee's rights and options.
3. When applicable, the University will notify the victim of his or her rights and the University's responsibilities regarding orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court (see Resources Section below).
4. Although confidentiality cannot be assured, investigations will be conducted with sensitivity to confidential issues and investigative information will be communicated as appropriate to those with a need to know, pursuant to applicable law.
5. If the sexual violence reoccurs, it should immediately be reported to any of the individuals listed above. The Reporting Procedure described above should also be used if a University employee believes he or she has been subjected to prohibited retaliation or intimidation.
6. In some cases, unless prohibited by law, an individual may pursue criminal action and a University internal complaint concurrently. In certain circumstances, the University is prohibited from waiting for a criminal case to conclude before proceeding in its own internal investigation.
7. Pursuant to the law, the University will collect, prepare, publish, and distribute, through appropriate publications or mailings, to all current students and employees, and to any applicant for enrollment or employment upon request, an annual security report containing, among other things, information relating to the campus crime statistics of the University and statistics concerning the occurrence on campus, in or on noncampus buildings or property, and on public property all criminal offenses reported to campus security authorities related, among other things, to forcible or nonforcible sex offenses, dating violence, domestic violence, sexual assault, and stalking.

B. Resources

Victims may wish to utilize the following services:

Off Campus Resources:

- Local Police
 - 9-1-1
 - Bloomington Police (952) 563-4900
- Minnesota Crime Victims Reparations Board (651) 201-7300
 - Visit the Board's website for a summary of crime victims' rights: <https://dps.mn.gov/divisions/ojp/help-for-crime-victims/Pages/crime-victims-rights.aspx>
- Sexual Violence Center, Minneapolis Office (612) 871-5100
- Hennepin County and Sexual Assault Resources (612) 873-5832
 - Available 24 hours a day and at area hospital emergency rooms
- Tubman Chrysalis Centers Crisis Line (612) 825-0000
- Minnesota Coalition Against Sexual Assault (651) 209-9993
- Minnesota Office of Justice, Crime Victim Services (800) 247-0390 (extension 3 for information and referral)
- National Domestic Violence Hotline (800) 799-SAFE (7233)
- National Sexual Assault Hotline (800) 656- HOPE (4673)
- Fairview Southdale Hospital, 6401 York Avenue South, Edina, MN (952) 924-5000
 - Note: If you have been the victim of sexual assault, you should seek immediate medical attention regardless of whether you report the matter to law enforcement or the University.
- Minnesota Commissioner of Public Safety (651) 201-7160

County Resources regarding orders of protection, no contact order, or restraining orders:

- Hennepin County Domestic Abuse Service Center (612) 348-5073
- Ramsey County Domestic Abuse and Harassment Office (651) 266-5130

IV. INVESTIGATION

- A. Upon receipt of a report or complaint, the University will notify and, when appropriate, obtain consent from the Complainant to promptly undertake or authorize a fair and impartial investigation. If the allegation is one of domestic violence, dating violence, sexual assault, or stalking, the investigation and disciplinary proceeding will be conducted by an official who receives annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking. This training also includes information about interacting with victims of sexual assault, including how to reduce the emotional distress resulting from the reporting, investigatory, and disciplinary process. No matter the type of sexual misconduct reported, the investigation will be conducted by someone who has been trained on how to conduct a prompt, fair, and impartial investigation; how to provide safety to the victim; and how to promote accountability.
- B. The investigation will generally be completed within 60 calendar days from receipt of the complaint. If the investigation proceeding will be delayed, the University will provide the participants with written notice of the delay and the reason for the delay.
- C. The investigation may, as appropriate, consist of personal interviews with the complainant, the reporter (if someone other than the complainant), the individual(s) against whom the complaint is filed, and others who

may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

- D. If the investigation is based on an allegation of domestic violence, dating violence, sexual assault, or stalking, the complainant and the respondent are each entitled to have others present during a University disciplinary proceeding, including to be accompanied to any related meeting or proceeding by an advisor of their choice. The advisor may not participate in the meeting, but may attend and observe.
- E. In determining whether alleged conduct constitutes a violation of this policy, the University may consider the facts and surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances using a preponderance of the evidence (*i.e.*, more likely than not) standard to evaluate complaints. During the investigation, the University will never consider evidence about the complainant's prior sexual conduct with anyone other than, when appropriate, the alleged perpetrator.
- F. The University, at its discretion, may take immediate steps, based on the severity of the allegations, to protect the parties involved in the complaint process pending completion of an investigation.
- G. To ensure the University can gather the information necessary to uphold University policies, each faculty, staff, or student who is requested to participate in a fact finding is required to fully cooperate with the investigator. Unless otherwise directed by the investigator, faculty, students, or staff will be expected to limit their discussion of the matter under investigation to those who need to know the information for the purposes of assisting in the resolution of the complaint. Nothing in this paragraph is intended to limit or restrict in any way a complainant from contacting at any time the police or governmental agencies responsible for the enforcement of any applicable laws.
- H. The complainant and the respondent will be simultaneously notified in writing by the Employee Title IX Coordinator of any change to the results of the investigation that occurs prior to the time that the results become final.

V. UNIVERSITY ACTION

- A. Upon completion of the investigation, the investigator(s) will make a finding of facts report to the Employee Title IX Coordinator. If the complaint involves the President, the report must be filed directly with the Board of Trustees.
- B. The Employee Title IX Coordinator will evaluate the facts, make a determination if the facts violate the policy, and determine any sanction(s). The Employee Title IX Coordinator will simultaneously inform the complainant and respondent of the Results of the investigation and any sanction(s) that will be imposed. The Employee Title IX Coordinator will issue a report in writing and the sanctions, if any, will be detailed and the rationale for the decision will be given, including in all cases of domestic violence, dating violence, sexual assault, or stalking.
- C. If a complaint is substantiated, the University will take appropriate and effective action depending on the circumstances. Such action may include, but is not limited to, training, counseling, suspension, expulsion, termination, or other appropriate action.
- D. In appropriate situations, the Employee Title IX Coordinator will provide written notifications to victims about options for, and available assistance in, changing academic situations, if so requested by the victim and if

such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to University administration or local law enforcement.

- E. Pursuant to applicable law, the University will make timely reports to the campus community on certain crimes considered to be a threat to other students and employees, including forcible and nonforcible sex offenses that are reported to campus security or local law police agencies. These reports will be provided to students and employees in a timely manner, will withhold the name(s) of the victim(s) as confidential, and will aid in the prevention of similar occurrences.
- F. In accordance with applicable law, the Employee Title IX Coordinator retains the right to issue possible sanctions or engage in protective measures following a final determination of a University disciplinary procedure, including in all cases involving rape, acquaintance rape, domestic violence, dating violence, sexual assault, or stalking. The University reserves the right to issue any of the following sanctions in any order in these circumstances depending on the facts:
 - No-contact directive
 - Restriction of privileges
 - Probation
 - Written Warning
 - Suspension
 - Expulsion
 - Termination

VI. UNIVERSITY REPORTING OBLIGATIONS:

Victims of sex discrimination should also be aware that, under the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”), University administrators must issue timely warnings to students and employees for certain types of incidents reported to them that pose a substantial threat of bodily harm or danger to members of the University community. The University will make every effort to ensure that a victim’s name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger.

The University is required by federal law to report statistics regarding incidents of sexual violence. Annually, the University reports such statistics to students, faculty, and staff. Compliance with this Policy does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. § 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

VII. COOPERATION WITH LAW ENFORCEMENT

The University will comply with law enforcement’s request for cooperation and such cooperation may require the University to temporarily suspend the fact-finding aspect of a Title IX investigation while the law enforcement agency gathers evidence. The University will promptly resume its Title IX investigation as soon as notified by the law enforcement agency that it has completed the evidence gathering process, which typically takes three to ten calendar days, although the delay in the University’s investigation could be longer in certain instances.

The University will implement appropriate interim steps during the law enforcement agency’s investigation period to provide for the safety of the victim(s) and the campus community and the avoidance of retaliation.

When appropriate or legally obligated, the University may share investigative information with the law enforcement.

VIII. ATTEMPTED VIOLATIONS

In most circumstances, the University will treat attempts to commit any of the violations listed in this policy as if those attempts had been completed.

IX. NO REPRISAL

There will be no retaliation against any complainant or reporter of sexual harassment, harassment, discrimination, or sexual violence under this policy, nor against any person who participates in an investigation. The University will investigate complaints and will take appropriate action against any University employee who retaliates against any person who makes a good-faith report; who testifies, assists or participates in an investigation; or who testifies, assists or participates in a process relating to the report. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment. Appropriate action may include disciplinary or corrective action, up to and including termination.

In addition, neither the University, nor any officer, employee, or agent of the University may retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individuals for exercising their rights to avail themselves of the University's grievance procedures.

X. CONFLICT OF INTEREST

If there is a conflict of interest with respect to any party affected by this policy, appropriate accommodations will be made, such as, but not limited to, appointing or contracting with a Consultant to conduct the investigation, or recusing the person from the process for whom a conflict or potential conflict of interest exists.

XI. ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include, but is not limited to, filing a charge with the United States Department of Education Office for Civil Rights (OCR).

The OCR office for Minnesota is located at:

U.S. Department of Education
Office for Civil Rights
Citigroup Center
500 W. Madison Street, Suite 1475
Chicago IL 60661-4544

Tel: 312.730.1560
TDD: 877.521.2172
Email: OCR.Chicago@ed.gov

XII. PROGRAMS DESIGNED TO PREVENT DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

Pursuant to the Clery Act, the University has designed and implemented programs meant to prevent domestic violence, dating violence, sexual assault, and stalking. Notably, the University has created education programs to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. These education programs include primary prevention and awareness programs for all incoming students, faculty, adjunct faculty, and staff. In these programs, participants will

1. Be provided a statement that the University prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking;
2. Receive documentation with the definitions of domestic violence, dating violence, sexual assault, stalking, and consent;
3. Learn safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than such individual to encourage bystanders to intervene and to overcome any barriers to intervening;
4. Receive information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks;
5. Learn the possible sanctions or protective measures that the University may impose following a final determination of a University disciplinary procedure regarding rape, acquaintance rape, domestic violence, dating violence, sexual assault, or stalking;
6. Be informed regarding the procedures victims should follow if a sex offense, domestic violence, dating violence, sexual assault, or stalking has occurred, including receiving information in writing about
 - o The importance of preserving evidence as may be necessary to the proof of criminal domestic violence, dating violence, sexual assault, or stalking, or in obtaining a protection order;
 - o To whom the alleged offense should be reported;
 - o Options regarding law enforcement and campus authorities, including notification of the victim's option to notify proper law enforcement authorities, including on-campus officials and local police; be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses; and decline to notify such authorities;
7. Be notified that, when applicable, victims have rights and the University has responsibilities regarding orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court;
8. Learn procedures for University disciplinary action in cases of alleged domestic violence, dating violence, sexual assault, or stalking, which shall include a clear statement that the proceedings will provide a prompt, fair, and impartial investigation and resolution; and will be conducted by officials who receive annual training on the issues related to these crimes and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability;
9. Be notified of the fact that the Complainant and Respondent are entitled to the same opportunities to have others present during a University disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice;
10. Be notified in writing that both the Complainant and Respondent shall be simultaneously informed, in writing, of – the outcome of any University disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault, or stalking.
11. Obtain information about how the University will protect the confidentiality of Complainants to the extent required by the law, including how publicly available recordkeeping will be accomplished without the inclusion of identifying information about the Complainant, to the extent permissible by law;
12. Receive written notification about existing counseling, health, mental health, victim advocacy, legal assistance, and other services available for victims both on-campus and in the community; and
13. Receive written notification of Complainants' options for, and available assistance in, changing academic situations, if so requested by the Complainant and if such accommodations are reasonably available, regardless of whether the Complainant chooses to report the crime to campus officials or local law enforcement.
14. The University will also offer ongoing prevention and awareness campaigns for students and faculty, adjunct faculty, and staff and will provide attendees with, at minimum, the same information listed above. These campaign programs will occur on a regular basis and no less frequently than once per year.

The University provides individuals responsible for investigating or adjudicating complaints of sexual assault

with training on preventing and responding to sexual assault in collaboration with the Bureau of Criminal Apprehension or another law enforcement agency with expertise in criminal sexual conduct. The training includes a presentation on the dynamics of sexual assault; responses to trauma; and preventing, responding to, and investigating sexual assault. The training also includes presentations on preventing sexual assault, responding to incidents of sexual assault, the dynamics of sexual assault, responses to trauma, and compliance with state and federal laws on sexual assault.

IV. QUESTIONS

Please direct any questions to the Employee Title IX Coordinator.

STATEMENT OF THE RIGHTS OF THE ALLEGED VICTIM

- The right to choose to report an incident to university officials and the option to notify local law enforcement, including the right to file criminal charges with local law enforcement officials in sexual assault cases. This also includes the right to request that campus authorities promptly assist the victim in notifying the appropriate law enforcement officials of a sexual assault incident. This also includes the right not to report, if this is the victim's desire;
- The right to be treated with dignity by campus authorities, including the right to be free from campus authorities suggesting that the victim is at fault for the crimes or violations that occurred or that the victim should have acted in a different manner to avoid the crime;
- The right to complete and prompt assistance of campus authorities, at the direction of law enforcement authorities, in obtaining, securing, and maintaining evidence in connection with a sexual assault incident. This right includes the right to the assistance of campus authorities in preserving for a sexual assault complainant or victim materials relevant to a campus disciplinary proceeding;
- The right to decide when to repeat a description of the incident of sexual assault;
- The right to a prompt, fair, and impartial investigation and appropriate resolution of all credible complaints of sexual misconduct made in good faith to university administrators;
- The right to be notified of the timeframes for all major stages of the investigation;
- The right to present witnesses and evidence;
- In instances of reports of domestic violence, dating violence, sexual assault, or stalking, the right to have another person, including an attorney, present (in a support role) during all phases of the investigation, including at any meeting with campus officials concerning the victim's complaint or campus disciplinary proceeding concerning a sexual assault complaint;
- The right to be notified of available counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, or services for victims of sexual assault, both on campus and in the community;
- During and after the process of investigating a complaint and conducting a campus disciplinary procedure, the notification of and options for, and available assistance in, shielding a victim from unwanted contact with the alleged assailant after an alleged sexual assault incident, if so requested by the victim and if such changes are reasonably available and feasible. This right includes the right to the assistance of University personnel, in cooperation with the appropriate law enforcement authorities, in implementing the requested changes;
- The right to a campus no contact order against a member of the University who has engaged in or threatens to engage in stalking, threatening, harassing or other improper behavior;
- The right to a written notice of the outcome and, when applicable, resulting sanction of the investigation, generally within 24 hours of the decision. After a disciplinary proceeding involving an allegation of sexual assault, dating violence, domestic violence, or stalking, this right includes the right to be informed of the outcome in writing, including a summary of any sanctions and the rationale for the decision.
- The right to preservation of privacy, to the extent possible and allowed by law.

**This document is provided to Victim in conjunction with
Northwestern's Title IX & Campus SaVe Act Policy for Employees**

STATEMENT OF THE ACCUSED INDIVIDUAL'S RIGHTS

- The right to a prompt, fair, and impartial investigation and appropriate resolution of all credible complaints of sexual misconduct made in good faith to University administrators against the accused individual;
- The right to be notified of the timeframes for all major stages of the investigation;
- The right to present witnesses and evidence;
- In instances of reports of domestic violence, dating violence, sexual assault, or stalking, the right to have another person present (in a support role) during all phases of the investigation;
- The right to be informed of and have access to campus resources for counseling and advisory services;
- The right to a decision based solely on evidence presented during the investigative process. Such evidence shall be credible, relevant, based in fact, and without prejudice;
- The right to a written notice of the outcome and, when applicable, resulting sanction of the investigation, generally within 24 hours of the decision. After a disciplinary proceeding involving an allegation of sexual assault, dating violence, domestic violence, or stalking, this right includes the right to be informed of the outcome in writing, including a summary of any sanctions and the rationale for the decision.
- The right to preservation of privacy, to the extent required by law.

**This document is provided to Respondent in conjunction with
Northwestern's Title IX & Campus SaVE Act Policy for Employees**

Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the University or the criminal justice system, you may still consider making a confidential report. With your permission, University Counseling Services can file a report as to the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential dangers. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. University Counseling Services are licensed counselors and are not obligated to report the incidents of sexual harassment, since those individuals are viewed as confidential resources. Confidential reporting may limit the University's ability to investigate specific complaints and issue sanctions.

Emergency Drills, Testing, and Evacuation Procedures

Emergency policies, procedures, and notification systems are publicized to the all members of our community and are evaluated as needed, and are tested on an annual basis. The tests generally are announced to the public, but occasionally they may be unannounced.

Drug Free Campus and Prevention Program

The collective vision at Northwestern Health Sciences University is to develop an environment that fosters exemplary, innovative and ethically based educational programs in natural health care. Drug and alcohol use and abuse can interfere with a student's ability to pursue an education and the University's ability to carry out its mission. Alcohol and drug abuse affect the health, safety and well-being of all students and staff.

In compliance with the Drug-Free Schools and Communities Act Amendments of 1989, Northwestern has implemented the following policies to prevent the illicit use of drugs and the abuse of alcohol by students and employees.

The unlawful manufacture, distribution, dispensation, possession, or use of any controlled substance or illegal drug is prohibited on campus, including all University premises where the activities of the University are conducted, while on University business or as part of any of the University's programs or activities. In addition, the University also prohibits the unauthorized possession, use or distribution of alcohol on campus, while on University business or as part of any of the University's programs or activities. At certain sanctioned University functions, alcoholic beverages may be allowed, but will be monitored.

Storing any unauthorized controlled substances, drug paraphernalia or alcohol in a locker, desk, University owned vehicle or other place on University owned or occupied premises is prohibited. It is the responsibility of employees and students to know and comply with this policy. To facilitate this, the campus alcohol and drug policy is clearly laid out and distributed to all students and employees as follows:

1. The University's drug and alcohol policy is available in the [Student Handbook](#) and the Personnel Policy and Procedure Manual, which are made available to students and employees. Information on Northwestern's drug and alcohol policies are distributed to all new and current students, staff and faculty through various University departments. At orientation sessions for new students, staff, and faculty, information about the University's drug and alcohol policies are provided.
2. Each year, copies of this policy are sent to all students and employees via email. Those who violate this drug and alcohol use policy will be subject to disciplinary action up to and including dismissal. Employees and students who violate this policy may be referred for criminal prosecution. The use of controlled substances/illegal drugs or narcotics and the service of or selling of alcohol to those less

than 21 years of age is against the law. Many states will not grant license privileges to graduates convicted of a federal offense.

3. This alcohol and drug policy applies to all functions on the Northwestern Health Sciences University campus as well as all university-sponsored events off campus. This policy is subject to the jurisdiction of the University Cabinet. The University conducts a biennial review of this policy to determine the effectiveness of this policy and to ensure that disciplinary sanctions for violating student conduct are enforced consistently.

A full list of policies can be found in the Student Handbook.

Legal Sanctions

There are significant criminal penalties under state and federal law for the unlawful possession or distribution of alcohol and illicit drugs.

Penalties include:

- Consumption of alcohol by a minor - up to a \$700 fine and /or 90 days in jail
- Illegal sale of alcohol – up to \$3,000 fine and/or 1 year in jail
- Possession of a small amount of marijuana – up to a \$700 fine and/or 90 days in jail
- Sale or possession of controlled substances – up to a \$1,000,000 fine and/or 30 years in jail

A host or organization accepting donations or charging for alcoholic beverages served may, in some circumstances, be guilty of selling liquor without a license and may also be liable if someone served becomes intoxicated and his or her behavior results in injury or loss to another person. Both criminal and civil liability can result.

Penalties

Schedule of Drugs (I-V)

- I. Heroin, LSD, mescaline and peyote, amphetamine variants, marijuana, other hallucinogens.
- II. Opium, morphine, codeine, methadone, cocaine, barbiturates.
- III. Anabolic steroids, opium, codeine, methadone, cocaine, barbiturates.
- IV. Barbiturates, benzodiazepines, chloral hydrates, other narcotics, stimulants, and depressants.
- V. Opium, codeine, other narcotics and depressants.

Examples of Federal Drug Law Penalties

Fines and sentences may be higher than stated below. Always subject to change.

Schedule I Drugs (Penalty for possession)

First Offense: 10 years to life, 10 year mandatory minimum; if death or serious injury, 20 year minimum; up to \$4 million fine individual, \$10 million other than individual. Second Offense: 20 years to life, 20 year mandatory minimum; if death or serious injury, not less than life; up to \$8 million fine individual, \$20 million other than individual.

Schedule II Drugs (Penalty for possession)

First Offense: 5 to 40 years, 5 year mandatory minimum; if death or serious injury, 20 year minimum; up to \$2 million fine individual, \$5 million other than individual. Second Offense: 10 years to life, 10 year mandatory minimum; if death or serious injury, not less than life; up to \$4 million fine individual, \$10 million other than individual.

Schedule I or Schedule II Controlled Drugs

(Penalty for possession of drugs other than Heroin, LSD, and Fentanyl Analogue)

First Offense: 0 to 20 years, if death or serious injury, 20 year minimum, not more than life; up to \$1 million fine individual, \$5 million other than individual. Second Offense: 0 to 30 years, if death or serious injury, not less than life; up to \$2 million fine individual, \$10 million other than individual.

Schedule III Drugs (Penalty for possession)

First Offense: 0 to 5 years, up to \$250,000 fine individual, \$1 million other than individual. Second Offense: 0 to 10 years; up to \$500,000 fine individual, \$2 million other than individual.

Schedule IV Drugs (Penalty for possession)

First Offense: 0 to 3 years, up to \$250,000 fine individual, \$1 million other than individual. Second Offense: 0 to 6 years, up to \$500,000 fine individual, \$2 million other than individual.

Schedule V Drugs (Penalty for possession)

First Offense: 0 to 1 year, up to \$100,000 fine individual, \$250,000 other than individual. Second Offense: 0 to 2 years, up to \$200,000 fine individual, \$500,000 other than individual.

Minnesota Alcohol Violations

Fines and sentences may be higher than stated below. Always subject to change.

Driving while intoxicated:

\$1,000 fine, 90 days in jail, revocation of driver's license for 30 days, reinstatement fee of \$20, retake driver's license exam – written and behind-the-wheel.

Possession by persons under 21:

\$100 fine.

Use of false identification for alcohol purchase:

\$100 fine.

Furnishing alcohol to persons under 21:

\$3,000 fine and/or 1 year in jail

Party Ordinance:

\$300 fine and/or 90 days in jail.

Examples of Minnesota Drug Laws and Penalties

Fines and sentences may be higher than stated below. Always subject to change.

First Degree

Sale: 10+ grams of cocaine, 50+ grams of other narcotic drug, 200+ doses hallucinogen, 50 kilos marijuana, or 25+ kilos marijuana in a school zone, park zone, or public housing zone.

Possession: 25+ grams cocaine, 500+ grams of other narcotic drug, 500+ doses hallucinogen, 110+ kilos marijuana.

Penalty: 0 to 40 years, 4 year mandatory minimum if prior drug felony; up to \$1,000,000 fine. 0 to 40 years, 2nd offense.

Second Degree

Sale: 3+ grams cocaine, 10+ grams of other narcotic drug, 50+ doses hallucinogen, 25+ kilos marijuana, or sale of a Schedule I or II narcotic drug of 5+ doses hallucinogen or methamphetamine either to a person under 18 or in a school zone, park zone, or public housing zone.

Possession: 6+ grams cocaine, 50+ grams of other narcotic drug, 100+ doses hallucinogen, 50+ kilos marijuana.

Penalty: 0 to 40 years, 3 year mandatory minimum if prior drug felony; up to \$500,000 fine.

Third Degree

Sale: Narcotic drug, 10+ doses hallucinogen, 5+ kilos marijuana, or sale of any Schedule I, II, or III drug (except a Schedule I or II narcotic drug or marijuana) to a person under 18 or employment of person under 18 to sell the same.

Possession: 3+ grams cocaine, 10+ grams of other narcotic drug, 10+ kilos marijuana, and any amount of a Schedule I or II narcotic drug or LSD or methamphetamine or 5+ kilos marijuana in a school zone, park zone, or public housing zone.

Penalty: 0 to 30 years, 2 year mandatory minimum if prior drug felony; up to \$250,000 fine. 0 to 30 year years, 2nd or subsequent offense.

Fourth Degree

Sale: Any Schedule I, II or III drug (except marijuana), or sale of marijuana in a school zone, park zone, or public housing zone or any Schedule IV or V drug to a person under 18 or conspiracy for the same.

Possession: 10 doses hallucinogen, any amount of a Schedule I, II or III drug (except marijuana) with the intent to sell it.

Penalty: 0 to 30 years, 1 year mandatory minimum if prior drug felony; up to \$100,000 fine.

Fifth Degree

Sale: Marijuana, or any Schedule IV drug.

Possession: All Schedule I, II, III, IV drugs except 42.5 grams or less of marijuana. Any prescription drugs obtained through false pretenses or forgery.

Penalty: 0 to 5 years, 6 month mandatory minimum if prior drug felony; up to \$10,000 fine.

For Your Information

This policy has been developed in compliance with the National Drug Control Strategy. This measure, issued in September 1989, proposed that Congress pass legislation requiring schools, colleges and universities to implement and enforce firm drug prevention and education programs as a condition of eligibility to receive federal financial assistance. On December 12, 1989, the President signed the Drug-Free School and Communities Act Amendments of 1989 which require that institutions of higher education implement a program to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by its students and employees on school premises or as part of any of its activities.

Please refer to state and federal statutes for further sanctions related to drug and alcohol use. These statutes can be found at:

- Minnesota Crimes and Penalties – [Alcohol](#) and [Drunk Driving](#)
- Minnesota Crimes and Penalties – [Drugs](#)
- Federal Crimes and Penalties – [Drug Trafficking](#)

Drugs and Alcohol Health Risk

In compliance with the Drug Free Schools and Communities Act of 1989 (Public Law 101-226) the University has adopted a program to prevent the unlawful possession, use and distribution of illicit drugs and alcohol by members of the University community. In compliance with this requirement, information below describes the various health risks associated with alcohol abuse and the use of specific types of drugs. It is not intended to be an exhaustive or complete statement of all the possible health consequences of substance abuse. A copy of "A Matter of Facts: Information about alcohol and other drugs" is available in the Office of Student Affairs Office.

Alcohol Use and Abuse

Alcohol is the most widely used and abused drug in the United States. Alcohol acts as a central nervous system depressant. Alcohol intake causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident.

Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death.

If combined with other depressants of the central nervous system, much lower doses of alcohol can be fatal. Repeated use of alcohol can lead to dependence. In addition, research indicates that children of alcoholic parents are at a greater risk of developing alcohol dependency later in life.

Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs, such as the brain and liver.

Mothers who consume alcohol during pregnancy may give birth to infants with fetal alcohol spectrum disorders. Because every woman metabolizes alcohol differently, even the smallest amount of alcohol could harm a developing baby. Infants with fetal alcohol spectrum disorders have irreversible physical abnormalities and mental retardation. Alcohol can affect the baby during every trimester of pregnancy.

Drinking alcohol up to the 13th week of pregnancy can cause:

- severe brain damage
- problems with the heart, liver and kidneys
- miscarriage
- facial malformations

Drinking alcohol between weeks 14 and 26 can cause:

- brain damage
- miscarriage
- damaged muscles, skin, teeth, glands and bones

Drinking alcohol between weeks 27 and 40 can cause:

- brain and lung damage
- low birth weight
- early labor and delivery

Amphetamines/Other stimulants

Amphetamines (speed, uppers), methamphetamines and other stimulants can cause increased heart and respiratory rate, elevated blood pressure, dilated pupils and decreased appetite. In addition, users may experience sweating, headache, bad breath, blurred vision, dizziness, sleeplessness, and anxiety. Extremely high doses can cause a rapid or irregular heartbeat, tremors, loss of coordination, and even physical collapse. An amphetamine injection causes a sudden increase in blood pressure that can result in stroke, very high fever or heart failure.

In addition to the physical effects listed above, stimulant users report feeling restless, anxious and moody. People who use large amounts of amphetamines over a long period of time can develop an amphetamine psychosis that includes hallucinations, delusions and paranoia.

Barbiturates/Other depressants

Barbiturates (downers), methaqualone (Quaaludes), tranquilizers (valium and rohypnol) and other depressants have many of the same effects as alcohol. Small or prescribed doses can produce calmness and relaxed muscles, but larger doses can cause slurred speech, staggering and altered perception. Very large doses can cause respiratory depression, coma and death. The combination of depressants and alcohol can multiply the effects of the drugs, thereby multiplying the risks. Use can also cause liver damage, convulsions, and coma.

Cannabis / Marijuana

The physical effects of marijuana include a substantial increase in heart rate, bloodshot eyes, a dry mouth and throat, and increased appetite. It may impair short-term memory and comprehension, alter sense of time and reduce ability to perform tasks requiring concentration and coordination, such as driving a car. Research also shows that motivation and cognition may be altered, making the acquisition of new information difficult. When marijuana contains 2 percent THC, it can cause severe psychological damage, including paranoia and psychosis. Since the early 1980's, most marijuana has contained from 4 to 6 percent THC - two or three times the amount capable of causing serious damage.

Because users often inhale the unfiltered smoke deeply and then hold it in their lungs as long as possible, marijuana is damaging to the lungs and pulmonary system. Marijuana smoke contains more cancer causing agents than tobacco smoke. Long-term users of marijuana may develop psychological dependence and require more of the drug to get the same effect.

Cocaine / Crack

Cocaine stimulates the central nervous system. Its immediate effects include dilated pupils and elevated blood pressure, increased heart and respiratory rate, and elevated body temperature. Injecting cocaine with contaminated equipment can cause AIDS, hepatitis and other diseases. Crack or freebase rock is a purified form of cocaine that is smoked. Smoking crack provides intensified cocaine effects because higher doses of the drug reach the brain very quickly. Crack is far more addictive than heroin or barbiturates. Continued use can produce violent behavior and psychotic states similar to schizophrenia.

Health risks include malnutrition, respiratory problems, addiction, stroke, liver problems, seizures, heart and respiratory failure, psychosis, coma, convulsions, and sexual dysfunction. Cocaine in any form, but particularly in the purified form known as crack, can cause sudden death from cardiac arrest or respiratory failure.

Hallucinogens phencyclidine (PCP, angel dust), mescaline, peyote, LSD, and mushrooms interfere with the part of the brain that controls the intellect and keeps instincts in check. Hallucinogens are psychedelic, mind-altering drugs that affect a person's perceptions, feelings, thinking, and self-awareness. Use causes increased body temperature, heart rate and blood pressure, sweating, loss of appetite, sleeplessness, tremors, confusion, paranoia, and sometimes violence.

Because PCP blocks pain receptors, violent PCP episodes may result in self-inflicted injuries. Large doses may produce convulsions and coma, as well as heart and lung failure. Psychological reactions may include panic, confusion, suspicion, anxiety and loss of control. Delayed effects or flashbacks can occur even after use has ceased.

Inhalants

The immediate negative effects of inhalants (laughing gas, whippets) include nausea, sneezing, coughing, nosebleeds, fatigue, and lack of coordination and loss of appetite. Solvents and aerosol sprays also decrease heart and respiratory rates and impair judgment. Amyl and butyl nitrite cause rapid pulse, headaches and involuntary passing of urine and feces. Long-term use may result in hepatitis or brain damage. Deeply inhaling the vapors or using large amounts over a short period of time may result in disorientation, violent behavior, unconsciousness, or death. High concentrations of inhalants can cause suffocation by displacing the oxygen in the lungs or by depressing the central nervous system to the point that breathing stops.

MDMA / Ecstasy

MDMA is a stimulant with psychedelic properties. Short-term effects include feelings of mental stimulation, emotional warmth, enhanced sensory perception, and increased physical energy. Adverse health effects can include nausea, chills, sweating, teeth clenching, muscle cramping, and blurred vision. Chronic use of MDMA may lead to changes in brain function.

Narcotics

Narcotics such as opium, Demerol, heroin, codeine and morphine initially produce a feeling of euphoria that often is followed by drowsiness, nausea and vomiting. Users also may experience constricted pupils, watery eyes and itching. An overdose may produce slow and shallow breathing, clammy skin, convulsions, coma and possible death. Narcotics are extremely addictive.

Steroids may contribute to increases in body weight and muscular strength. Steroids are injected directly into the muscle or taken orally. Steroids are illegal to possess without a prescription from a licensed physician. They are prescribed for specific medical conditions. Possible signs of use/abuse: sudden increase in muscle and weight; increase in aggression and combativeness; violence; hallucinations; depression; jaundice; purple or red spots on body, inside mouth, or nose; swelling of feet or lower legs; tremors; and bad breath. Health risks include, but are not limited to high blood pressure; liver and kidney damage; heart disease; increased risk of injury to ligaments and tendons; bowel and urinary problems; gallstones and kidney stones; and liver cancer.

Additional information about the health risks of drug use and abuse can be accessed through the [National Institute on Drug Abuse](#).

Where to go for help/community resources

Students are encouraged to contact Northwestern Health Sciences University's counselor for information regarding treatment services and self-help programs related to substance use and abuse. Call the Office of Student Affairs at 952-888-4777 ext. 405 to schedule an appointment.

Employees are encouraged to contact the Employee Assistant Program (MyLibertyAssist EAP) toll free at 1-877-695-2789.

Chemical Dependency/Addiction Resources

Chemical Dependency/Addiction Treatment Centers (inpatient and outpatient) – Twin Cities Area

- Fairview Chemical Dependency Services / 612-273-3000
- Twin Town Treatment Center (St. Paul/Eagan) / 651-645-3661
- Hazelden Center for Youth and Families / 651-213-4000
- Pride Institute (for GLBT communities) / 952-934-7554
- [Substance Abuse Treatment Facility Locator](#)/ Locate treatment programs near you.

Chemical Dependency/Addiction Resources

- [Alcoholics Anonymous Greater Minneapolis Intergroup](#) / 952-922-0880
- [Al-Anon](#)(for those affected by someone else's alcoholism) / 888-425-2666
- [Adult Children of Alcoholics](#)
- [GLBT in Recovery Minnesota](#) / 612-822-4477
- [Narcotics Anonymous](#) / 952-939-3939

Additional Resources

United Way's First Call for Help
Dial 2-1-1 or 651-224-1133