

# **CAMPUS SAFETY AND FIRE SAFETY ANNUAL SECURITY REPORT 2018**

Colorado College Department of Campus Safety

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## INTRODUCTION

Thank you for taking time to read this Campus Safety and Fire Safety Annual Security Report issued by the Department of Campus Safety (also referred to as “Campus Safety”). This Report details the policies and procedures that Colorado College (or “CC”) uses to deter and respond to crime on campus and the systems and educational components related to fire safety. In it you will find descriptions of measures Colorado College has taken to help you in maintaining personal safety. You will also find suggestions on how you can increase your own safety. This Report includes information from the last three calendar years as required by the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act (also referred to as the “Clery Act”), and the Violence Against Women Reauthorization Act of 2013 (also referred to as the “VAWA”), which, among other things, amended the Clery Act to require statistics and other information related to dating violence, domestic violence, sexual assault and stalking.

All members of the CC community serve an important role in striving to maintain a safe and secure living and learning environment. Our combined efforts in personal, public, and fire safety and security help in our goal of striving to provide a safe and secure environment for the educational mission of Colorado College to take place. Without each community member’s effort, the quality of campus life would be diminished.

Like other small residential liberal arts colleges, Colorado College has been less susceptible to the kinds of violent crimes that are more prevalent in larger metropolitan areas and at larger colleges and universities. However, the risks associated with being in the heart of a city of more than 500,000 people are real and multiple; therefore, campus safety is an ongoing priority for Colorado College. No campus can be a sanctuary from the “real world” issues of our society. No institution can guarantee that it will be completely free from crime; such a level of absolute protection is unavailable anywhere.

What you can expect is that Colorado College will take reasonable steps to provide a level of security that is not so restrictive as to be unacceptable, yet will promote an environment in which personal safety is taken very seriously by all members of the CC community.

We encourage you to read and understand this Report. Your use of the facilities, programs, and services mentioned in this Report, along with your taking steps to increase personal safety, will help you have a positive experience at Colorado College.

Dated: September 28, 2018

## IMPORTANT TELEPHONE NUMBERS

<b>Campus Services</b>	
Campus Safety Non-Emergency	ext. 6707 (719-389-6707)
Campus Safety Emergency	ext. 6911 (719-389-6911)
Sexual Assault Response Coordinator (SARC)	ext. 8101 (719-227-8101)
SARC's On-Call Advocate	719-602-0960
Boettcher Health Center	ext. 6384 (719-389-6384)
Safe Ride Service	ext. 6340 or ext. 6707
Office of Residential Life	ext. 6618 (719-389-6618)
Dean of Students	ext. 6684 (719-389-6684)
College Chaplain	ext. 6638 (719-389-6638)
<b>Colorado Springs Emergency Services</b>	
Colorado Springs Emergency Services – Police, Fire, Medical (from non-campus phones)	911
Colorado Springs Emergency Services – Police, Fire, Medical (from campus phones)	9-911
Colorado Springs Police Department - Non-Emergency	719-444-7000
Colorado Springs Police Department - Victim Services	719-444-7556
Colorado Springs Fire Department - Non-Emergency	719-385-5950
<b>Baca/Crestone/Saguache County Emergency Services</b>	
Saguache County Emergency Services – Sheriff's Office, Fire, Medical (non-campus phones)	911
Saguache County Emergency Services – Sheriff's Office, Fire, Medical (Baca campus phones)	9-911
Saguache County Sheriff's Office - Non-Emergency	719-655-2525
<b>CC Cabin/Teller County Emergency Services</b>	
Teller County Emergency Services – Sheriff's Office, Fire, Medical (non-campus phones)	911
Teller County Emergency Services – Sheriff's Office, Fire, Medical (Cabin phones)	9-911
Teller County Sheriff's Office - Non-Emergency	719-687-9652

## **GEOGRAPHICAL LOCATION AND BOUNDARIES**

The Clery Act requires institutions to disclose crime and fire statistics that occur on campus, on public property without or immediately adjacent to the campus, and in or in proximity of non-campus properties owned or controlled by the institution. The statistical data provided in this Report reflects reported incidents that occur within the geographical boundaries described below:

Colorado College is comprised of a main campus located in Colorado Springs, CO, and two off-campus (or non-campus) sites; one outside Crestone, CO and the other outside Florissant, CO.

### **Colorado College Main Campus – Colorado Springs**

Address: 14 E. Cache La Poudre St  
Colorado Springs, CO 80903

Description: 162 residential, academic, and support-related facilities located on 95 acres supporting 2100 undergraduate students and approximately 650 faculty and staff.

### **Colorado College Baca Grande – Crestone/Moffat**

Address: Baca Campus Road  
Moffat, CO 81143

Description: 6 residential, academic, and support facilities located on 300 acres supporting short-term academic classes, retreats, and reflective ventures.

### **Colorado College Gilmore/Stabler Cabin**

Address: 4645 Hwy 24  
Florissant, CO 80816

Description: A multi-use cabin and low ropes course on 80 acres used for short-term academic classes, retreats, and reflective ventures.

## **ANNUAL CAMPUS CRIME REPORT COMPLIANCE STATEMENT**

Compilation and distribution of an annual security report is mandated for all institutions participating in the student financial aid programs under Title IV of the Higher Education Act of 1965, which includes Colorado College. As explained above, under the Clery Act, as amended by the VAWA, institutions (including Colorado College) are required to disclose information about campus safety policies and procedures and to provide statistics concerning the occurrence of certain criminal offenses by designated categories. The report must also include statements about campus law enforcement policies, campus security education and prevention programs, alcohol and drug policies, sexual assault education, vehicles for reporting and procedures for handling reports of sexual assault, and various other information. The numbers provided in the crime statistics section reflect: (a) reports filed with Campus Safety or other Campus Security Authorities as such term is defined by the Clery Act; (b) reports filed with Colorado Springs Police Department and other law enforcement agencies with jurisdiction for our main campus and the two non-campus locations referred to as the Baca campus and the CC Cabin; and (c) reports filed with certain CC officials, including the Title IX Coordinator and the Sexual Assault Response Coordinator (SARC). NOTE: Only numerical statistics are reported by the Title IX Coordinator and the SARC, without personally identifying information.

## **CRIME REPORTING & POLICE RELATIONS**

Colorado College places a high priority on striving to keep its campus and non-campus locations safe for students, faculty, staff, and visitors (including invited guests). To ensure that effective crime prevention strategies are in place, it is important that we gather information regarding crimes in and around our campus and non-campus locations. Campus Safety works closely with the Colorado Springs Police Department (or “CSPD”) and other law enforcement agencies with relevant jurisdiction to share information about crimes that have occurred or patterns and trends that could pose a threat to the Colorado College community, and also to address crimes and other behavior that is reported to Campus Safety.

**The Department of Campus Safety:** Campus Safety’s goal is to strive to provide a safe environment for the educational mission of Colorado College to take place. Campus Safety provides educational programs, service, support, emergency response, and high visibility patrol for the CC community.

Colorado College employs a “blended model” for Campus Safety. This model combines full-time, professional, unarmed Campus Safety patrol officers with armed police officers contracted through a written agreement with the Colorado Springs Police Department. The

agreement with CSPD provides Colorado College with a full-time, armed CSPD campus resource officer stationed on campus, additional patrol of our buffer zones by armed CSPD officers in vehicles, and armed police officers for special events. Colorado College's Campus Safety patrol officers are not armed and do not have arrest powers. However, the blended model provides an armed law-enforcement presence on main campus.

Since our non-campus locations (the Baca campus and the CC cabin) are infrequently used, the local law enforcement agency with jurisdiction in each of the two locations provides emergency response and shares information with Campus Safety. This model works well for our campus and non-campus locations and the culture we promote. Reduction of criminal activity on campus, as well as heightened community engagement, can be attributed to this blended model, which also includes a student Tiger Watch, which is described further on CC's website.

Campus Safety has a total of 20 full-time staff positions (two administrators, four supervisors, and fourteen patrol officers), as well as on-call officers.

Campus Safety embraces the philosophy of community-oriented policing, which focuses on building rapport with all members of the CC community, establishing mutual trust and respect, and treating all people fairly to create an environment where diverse social, cultural, and academic perspectives are valued. Engagement, dialogue and communication, collaboration, and outstanding customer service are the key components of officers' daily duties.

Campus Safety strives to serve the CC community and welcomes visitors at any time. Our main offices are currently located at 833 N. Tejon Street. Campus Safety's emergency number is (719) 389-6911 (or extension 6911 on campus), and non-emergency number is (719) 389-6707 (or extension 6707 on campus).

There are no Campus Safety officers assigned to either of the non-campus locations (the Baca campus or the CC cabin). Safety and Emergency Response services in those areas are provided by local law enforcement. Campus Safety remains available by phone 24/7 to assist individuals at either location with obtaining the services they require.

Please call the Director of Campus Safety at ext. 6707 if you have any questions about crime at Colorado College.

**Extra-Duty Officers:** Colorado College contracts with CSPD through the extra-duty police services for CSPD officers for special events and to provide extra patrol on and in proximity to campus during times that involve a higher volume of activity, such as Friday and Saturday nights.

**CSPD Campus Resource Officer (CRO):** As part of its commitment to protecting the health, safety, and welfare of the CC community, Colorado College funds and maintains a service agreement with the Colorado Springs Police Department to assign a CSPD officer to the campus as a Campus Resource Officer, or CRO, who is a sworn CSPD officer. The mission of the CRO program is to provide a cooperative, proactive, problem-solving partnership between Colorado College and CSPD through prevention, education, and enforcement programs. Having a dedicated CSPD CRO assigned to CC elevates the overall capabilities of Campus Safety and adds a second level of safety and security through the presence of a sworn police officer.

**Crime Reporting:** *Colorado College encourages students, faculty, staff, and visitors (including invited guests) to report all crimes to the Department of Campus Safety or a local law enforcement agency (including the Colorado Springs Police Department) in a prompt and timely manner.*

Anyone, including any student, may report crime(s) to the police, seek support from Colorado College resources in making such a report, and pursue judicial sanctions against the person(s) who allegedly committed the crime(s). Campus Safety is available to all community members, and will arrange a neutral meeting place for your initial meeting with the police and, if you wish, a representative of the College can accompany you. Once you report a criminal incident to the police, Colorado College does not control any investigation and the legal process that may result—instead, it is handled by the police and lawyers who prosecute criminal cases (as well as lawyers who defend the person(s) who allegedly committed the crime(s)). To contact Campus Safety, call ext. 6707. Emergencies can be reported at extension 6911 or via any blue light emergency call box on campus.

Certain categories of crime often go unreported. Colorado College has initiated programs to encourage students to recognize and report such crimes, especially those involving sexual misconduct and incidents involving gender, sexual orientation or gender identity bias and other forms of bias (including race, religion or national origin), which may be under-reported. With respect to any sex-related crime or misconduct, or incident involving gender, sexual orientation or gender identity bias, you may speak confidentially to the Sexual Assault Response Coordinator ("SARC") at ext. 8101, including about the importance of reporting these matters.

**Confidential Reporting Procedures:** If you are the victim of a crime and do not want to pursue action within the College’s system or through a local law enforcement agency and the criminal justice system, you may still want to consider making a confidential report as allowed pursuant to applicable law. With your permission, a Campus Safety officer can file a report on 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 allowing Colorado College to take steps to strive to ensure the future safety of you and others. With such information, Colorado College 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 CC community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for Colorado College.

You can also report crimes or incidents confidentially to pastoral or professional counselors who are not considered Campus Security Authorities under the Clery Act. Though the College has no formal procedures governing the reporting of crimes by pastoral and professional counselors, these individuals are provided the same instruction letter and reporting form that is provided to Campus Security Authorities during the data collection phase of the annual Clery compliance process in the event that they deem it appropriate to report any crimes. Colorado College does not have any formal procedures that encourage pastoral or professional counselors to inform the people they are counseling about the procedures for reporting crimes.

Contact information for both pastoral and professional counselors at CC is listed in the Support Resources section of this Report.

## EMERGENCIES

**Campus Emergencies:** Emergency preparedness is a shared responsibility. Colorado College provides information regarding emergency preparedness to the CC community via printed materials and the website: [www.coloradocollege.edu/preparedness](http://www.coloradocollege.edu/preparedness), including the Emergency Preparedness Guide.

The Emergency Preparedness Guide can be used in contingency planning and in preparing for an emergency on campus. Members of the CC community are encouraged to review and become familiar with the Guide before an emergency occurs.

Additionally, CC provides emergency information to new employees and facilitates emergency training for all members of the CC community. Faculty, staff, students, and visitors at Colorado College should commit to personal preparedness and create personal and/or family emergency plans that address their specific needs and concerns. Planning assistance is available through the Red Cross at its website at [www.redcross.org](http://www.redcross.org), as well as through FEMA at its website, [www.ready.gov](http://www.ready.gov). Although notification is voluntary, Colorado College encourages faculty, staff, students, and visitors with disabilities to notify CC of any need for assistance in planning for emergencies.

Emergencies should be reported to 911 (9-911 from a campus phone) and/or to Campus Safety at extension 6911 (719-389-6911). Calling Campus Safety will activate an emergency response protocol that includes safety officers dispatched to the scene and an immediate notification to police, fire, and/or emergency medical response. Also, other appropriate campus authorities and support services that are available through CC will be notified. Always give your location, nature of the emergency, and be prepared to respond to the dispatcher’s questions or instructions. Do not hang up until told to do so.

**Timely Warnings / Timely Warning Assessment:** When Campus Safety is notified of a serious crime or emergency on or near campus and officers are dispatched to respond, the supervisor on duty begins assessing to determine whether the crime / incident may present a broader threat to the CC community, and the Director of Campus Safety and key administrators are notified to prepare to send a community notification if necessary. Because preliminary information received about an incident is often incomplete and sometimes can be inaccurate, safety officers attempt to get to the scene and obtain information directly from complainants and witnesses as quickly as practical and relay that information so the supervisor can assess the credibility of the call and the size, scope, and seriousness of the incident. If, based on the facts available, it appears that a broader threat exists, notification will be made to the community. The goal of the communication is to provide timely, accurate, and useful information so that the community members are informed and can take actions to avoid or mitigate the threat.

- **Timely Warnings** are provided when a crime is reported on or near campus (including non-campus locations) that appears to present an ongoing threat to the CC community, so individuals can assess what precautions to take for their own safety and to aid in the prevention of similar crimes. Warnings are developed by the director of Campus Safety or designee as soon as pertinent information is available and are sent as “Flash Messages” via the campus e-mail system. Timely Warning Notices are not limited to violent crimes such as robbery, but may also be issued for threats and property crimes, such as a series of burglaries, if they present a continuing threat to the CC community. Updates to warnings will generally be disseminated via e-mail, but may also be posted on the Campus Safety website or may be shared with The Catalyst for a follow-up story.

- **Emergency Notification** is provided if there is a critical incident that represents a “persistent and on-going” or an “imminent or immediate” threat to the CC community. While Timely Warnings are limited to criminal incidents, emergency notifications may be provided for any situation that presents an immediate threat, whether a crime, severe weather, fire, chemical incident, or any other emergency.

Colorado College is committed to preserving life and mitigating the negative impact on our CC community when an emergency occurs, whether human-made or a natural disaster. One of the top priorities of Colorado College is to quickly and efficiently notify our community of an emergency on campus (including at any non-campus location). Campus Safety receives information from a variety of sources, including our contract weather monitoring service, Facilities Services, Environmental Health and Safety, Colorado Springs Police, and Colorado Springs Fire.

Based on the information provided, the acting Campus Safety shift supervisor will determine if the incident reported represents either a “persistent and on-going threat” or an “imminent or immediate threat” to the CC community. A “persistent and on-going threat” is defined as a set of circumstances in which the danger has not passed. An “imminent or immediate threat” is defined as a set of circumstances in which the danger is in-progress or reasonably predicted to impact the CC community in a short amount of time. If the acting Campus Safety shift supervisor determines the incident reported satisfies the above criteria, they will contact the Director of Campus Safety and Emergency Management or their designee and provide the Director a briefing. The acting Campus Safety shift supervisor may then be directed, at the discretion of the Director or their designee to initiate incident command protocol and activate the emergency mass notification system.

As soon as Campus Safety has confirmed that a significant emergency or dangerous situation exists, it will take into account the safety of the CC community, determine what information to release about the situation, and begin the notification process, as described below. The only reasons a notification will not be immediately issued are if doing so would compromise efforts to assist a victim; contain the emergency; respond to the emergency; or otherwise mitigate the emergency.

## ALERT METHODS

**Emergency Mass Notification System:** Colorado College uses a mass notification system to contact all students, faculty, and staff in an emergency. Please note that we will ONLY use this system for emergency messages or related tests. This multi-modal service helps CC officials provide vital emergency information to students and staff via:

- Voice messages to home, work, and cell phones
- Text messages to cell phones, PDAs, and other text-based devices
- Written messages to e-mail accounts
- Messages to TTY/TDD receiving devices for individuals who are deaf or hard-of-hearing

The emergency mass notification system has the capacity to notify only segments of the CC community in the event of emergencies. The distribution list will be determined by the Director of Campus Safety and Emergency Management or their designee to maximize the effectiveness of the message while minimizing the disruption to the CC community. The default will always be to send emergency mass notification messaging to all members of the CC community.

The service will be used to send critical safety information from Colorado College. It is reserved for the highest level of emergency, and will never be used for advertising or spam.

**Internal Building Announcements:** Some CC buildings have voice capability included in the fire alarm system that allows local announcements to be made within the facility or for pre-scripted announcements. Buildings that currently have internal voice capability include Loomis, Mathias, Slocum, Armstrong, El Pomar, and Cornerstone.

**Secondary Communication Mechanisms:** These are mechanisms used to re-post emergency information that was initially sent via e-mail, text, phone calls, and PA announcements. These secondary communications are coordinated through the Office of Communications and include posting information to the Colorado College website and social media such as Facebook and Twitter. The CC website is the preferred mechanism for providing updates as new information is developed.

CC community members are encouraged to notify Campus Safety of any situation that may present an immediate or ongoing threat to the health and safety of students, faculty, staff, and visitors. Campus Safety has the responsibility for responding and requesting the additional resources needed to investigate, mitigate, and address the hazard. In addition, Campus Safety has a responsibility to assess and determine whether the situation poses a threat to the community. If so, Campus Safety coordinates the notification to the CC community or the appropriate segments of the community that may be affected by the hazard.



**Tests of the Emergency Notification System:** These are conducted twice a year, once in the fall semester and once in the spring. Tests are coordinated through the Prevention/Response Emergency Management Planning Team (PreEMPT) whose members are appointed by CC's president. Test dates are announced via e-mail notification to the CC community to encourage individuals to review and update their contact information in Banner; however, the specific time the test will be conducted may be unannounced. Colorado College's emergency response and evacuation procedures will be publicized by email in conjunction with at least one test per calendar year. Departments are encouraged to use the tests as opportunities to review their departmental plans with staff, ensure laminated emergency response cards are visible in each classroom, office, and student residence, and to conduct facilitated discussions within their groups in conjunction with the notification system test.

During the test, members of the community will receive a message via phone and/or text and an email saying, "This is Colorado College Campus Safety. This is not an emergency; this is only a test. I repeat, this is not an emergency. This is a routine test of the Colorado College emergency notification system. Thank you."

As part of this test, the siren located on top of Palmer Hall will sound, followed by a voice message over the loud speaker. Voice messages will also be heard on the voice alarm systems in buildings that have internal voice announcement capability.

For each test, Colorado College will document a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The Colorado College web page will also display the emergency test message.

Colorado College only uses the mass notification system for emergencies and related tests.

## **CAMPUS SECURITY, ACCESS TO FACILITIES & WEAPONS POLICY**

Colorado College deals with CC community crime in a number of ways: educational programs on crime prevention, security systems including surveillance cameras and access control systems, safety planning for CC facilities, and investigation and prosecution for crimes that occur on campus. These measures are designed to prevent and deter crime and keep members of the CC community better aware of their surroundings. Overviews of these components are provided below.

**Campus Patrol:** The main campus is patrolled by officers on foot, on bicycles, and in vehicles. Foot or bike patrols enhance the opportunity for officers to interact with the CC community to provide support and service. Raising the visibility and engagement of patrol officers is an integral part of our community policing efforts.

**Campus Safety Dispatch Office:** The Campus Safety Dispatch Office is staffed 24 hours a day, seven days a week to receive and dispatch calls requesting Campus Safety, police, fire, medical, or other services, both emergency and non-emergency. Safety receives and dispatches calls related to security and facility issues, accesses, escorts, and calls for service. Safety monitors CSPD radio traffic for issues affecting the main campus and monitors campus fire safety, electronic access control, duress alarm, and surveillance camera systems. Safety serves as the after-hours point of contact to initiate notification to other campus organizations including Facilities, Residence Life, Information Technology, and CC administrators. The dispatch center also provides customer service for walk-in traffic, provides visitor information and assistance, and serves as the after-hours contact for lost and found. To contact the Campus Safety Dispatch Office, call ext. 6707.

**Safety Lighting:** Lighting has been installed throughout the campus to increase evening visibility. Campus Safety conducts lighting surveys to identify lamps that need replacing and to note problem areas. Major pathways are well lighted. Pedestrians are encouraged to stay in areas where visibility is good.

**Video Surveillance:** Cameras are in place in many residence halls, academic buildings, and external locations such as bicycle racks. Camera coverage has been expanded and enhanced with more high-resolution cameras, allowing Campus Safety staff to monitor key locations from our dispatch center. The video coverage aids both in deterring and solving crimes. When a crime occurs, Campus Safety reviews surveillance videos to identify possible suspects, witnesses, or other information related to the incident. When individuals who are unknown and who cannot be identified are noted in the review, Safety may post the images to the Surveillance Video from Reported Incidents tab of the Campus Safety web page to enlist the community's assistance in identifying those individuals so they can be contacted as part of the follow-up investigation.

**Access Control:** Academic buildings are generally open to students, faculty, staff, contractors, and other invited guests and persons having business with the college during business hours. After-hour access is provided via access card or through Campus Safety. Residence halls are secured 24 hours a day and access is restricted to students, their guests, and staff, contractors, or others having legitimate reasons to access the residence halls.

**Academic Building Access:** A schedule of building hours is distributed each September by the Campus Safety Department. This schedule indicates each building's hours of operation. The schedule may be obtained from Campus Safety or the Dean of Students Office. The schedule is also posted at the Worner Desk. A summer building hours schedule is distributed each May and may be obtained from the offices mentioned above, as well as the Summer Session Office. Electronic access control (card readers) has been added to a number of academic buildings to provide convenient card access for members of the CC community after hours and on weekends while reducing both casual access by unauthorized persons and the potential for crimes of opportunity by those who are unaffiliated with the college. Access after buildings are secured can be obtained by special permission from the faculty or, in case of emergency, by Campus Safety. Employees working off-hours are encouraged to report their presence to Campus Safety by calling ext. 6707 so officers can include the area in their patrol. The following are some security/safety tips to follow when utilizing campus buildings:

- Do not prop locked doors. Most buildings have card readers to allow access to the CC community after hours. Propping doors creates opportunities for unauthorized people to enter.
- Avoid allowing people you do not know to "piggyback" in. Waiting for an authorized user to swipe in and then following before the door closes (piggybacking) is a method criminals use to defeat security systems. If someone you do not know piggybacks in behind you and you have any concerns, go to a safe place and notify Campus Safety.
- Notify Campus Safety about any safety hazards (i.e. burned-out lightbulbs in hallways or stairwells, inoperative doors, broken windows, malfunctioning elevators, etc). Do not enter an unlighted building. Call Campus Safety and wait for an officer to escort you into the building.
- When using classrooms, practice rooms, computer labs, or science labs after hours and/or weekends, call Campus Safety at 6707 and notify them that you are in the building.
- Know the names and locations of campus buildings.
- Know the location of the nearest emergency phone to your residence hall, study room, practice room, classroom, parking lot, etc.
- Notify Campus Safety if you observe anyone acting suspiciously.
- Don't leave personal items such as book bags, jackets, laptops, jackets, or keys unattended. The majority of campus thefts involve items of value being left unsecured and unattended, even for a short time.

**Residence Hall Access:** Access is restricted to students, their invited guests, and staff and contractors who have legitimate work-related duties in the facility. Staff working in residence halls are required to be in uniform and have proper ID displayed. Contractors working in residence halls are required to check in and be issued an "authorized contractor" vest to be worn when in the residence hall. Access to the larger traditional residence halls at Mathias, Slocum, and Loomis is monitored by desk staff during designated hours. Card-reader access is in place at these residence halls, as well as many other residential housing facilities. Video surveillance, which can be monitored at the Campus Safety Dispatch Office, is used at exterior card-reader access points to provide another level of security. Interior card-reader access points are used in larger residence halls to restrict casual access from common lobby areas to the stairways and hallways leading into the residential portion of the building. Access to individual rooms is controlled via mechanical locks. Students are issued individual room keys and encouraged to keep their rooms secure. Access to smaller residence halls and cottages ranges from electronic access control and video surveillance to mechanical combination locks and key-controlled locks. Security screens and bars on first floor windows have been installed where feasible.

Access to residence halls over breaks, when school is not in session, or the college is closed may be further restricted to meet the needs of the college.

**Non-campus Locations of Recognized Student Organizations:**

There are no non-campus locations of any student organizations officially recognized by CC. If any local law enforcement agency is contacted about criminal activity occurring off-campus involving CC students, that agency is encouraged to notify Campus Safety via the Campus Resource Officer. Students in these cases may be subject to arrest by any law enforcement agency and may be referred to the Dean of Student's Office for an internal conduct process.

**Safety Inspections:** Campus lighting, fire safety equipment, emergency call boxes, and other safety enhancements of a physical nature (e.g. appropriately trimmed foliage) are inspected on a regular basis. Deficiencies requiring immediate attention will be addressed by Campus Safety or the appropriate college department. Other issues will be reported to Facilities Services as a work order for timely repair.

**Maintenance:** Safety considerations used in the maintenance of campus facilities are as follows: Repairs and maintenance to non-residential facilities will be scheduled at times that do not interfere with the normal operations of CC. When residence halls are occupied, Facilities Services and Housing Maintenance personnel will only enter a room if there has been a work order issued for repair to that room or if there is an immediate physical emergency that requires access to that student room (example of such emergencies include broken water pipes, broken steam valves, and fire). Facilities Services and Housing personnel will leave a room entry card upon their departure noting the date, time, and nature of the visit.

**Weapons Policy:** The possession or use of any weapons – including but not limited to firearms, ammunition, pellet guns, air guns, paintball guns, stun guns/Tasers, smoke devices, bows and arrows, large knives, explosives, and fireworks – is strictly prohibited anywhere on the Colorado College campus and property (including non-campus locations) because of the potential for personal injury, theft, unauthorized use, or disruptive impact on CC community. In addition, verbal or written threats by individuals indicating they have a prohibited weapon or explosives will be addressed as an actual threat, whether or not weapons or explosives actually exist.

## CAMPUS SAFETY PROGRAMS & SERVICES

**Colorado College Alternative Transportation (CCAT) Service:** Colorado College provides a safe ride service for our main Colorado Springs campus and its immediate vicinity. Services are student-run and available to all CC community members free of charge.

**Safe Ride:** We encourage all members of the CC community to use common sense and practice good personal safety techniques at all times. Students and employees alike are encouraged to walk in groups of three or more, especially during the hours of darkness. However, when this is not possible, please use CC's Safe Ride Service. On Wednesday, Friday, and Saturday nights, CCAT operates two Safe Ride vehicles to accommodate increased usage. CC community members may call the Safe Ride Service and receive an escort up to five blocks away from campus.

Safe Ride personnel are trained on escorting, personal safety, and personal accountability. The Safe Ride vehicles maintain radio communication with the Campus Safety Dispatch Office, allowing them to access emergency response services if needed. They also report any physical problems that may exist in our campus contributing to safety problems (i.e. untrimmed hedges, lights that are out or misplaced, broken windows, propped open doors, etc.) to the attention of Campus Safety. To contact the Safe Ride Service call ext. 6340 or the Campus Safety Dispatch Office at ext. 6707. Provide the Service with your name, current location, where you wish to go, and a contact number. Please remain in the building lobby or your car until the arrival of the Safe Ride vehicle.

- **Safe Ride Hours of Operation:**  
Monday through Sunday from 9 p.m. to 2 a.m.

**Tiger Watch:** This is a “hybrid” campus watch group for Colorado College, coordinated through the campus resource officer. Tiger Watch has some basic principles of a traditional neighborhood watch and also some aspects that are unique to the program. Tiger Watch volunteers attend a one-hour safety training program before being recognized as an official volunteer. Tiger Watch will also offer additional trainings as the program gains more volunteers.

**Crime Prevention Through Environmental Design (CPTED):** Campus Safety officers have been trained on and are certified to conduct CPTED security evaluations. They conduct assessments on a daily basis as part of their patrol responsibilities, and can provide assessments of specific campus properties on request. Requests for on-campus assessments should be directed to the director of Campus Safety at ext. 6707.

**Party Patrol:** is a program centered on establishing common language and expectations regarding activities in the residential areas surrounding the college, facilitating good relations with the surrounding community, and minimizing noise complaints and other potential points of friction. Campus Safety officers and extra-duty CSPD officers talk with the sober hosts of registered parties to establish points of contact that allow them to contact each other if any problems arise. The officers discuss issues related to being a responsible host including guest lists, monitoring access, and making sure neighbors have been contacted. The officers also discuss liquor law and nuisance violations that would cause the party to be shut down.

**Self Defense Training:** CC Tiger Defense is a self-defense class offered to anyone in the CC community. CC Tiger Defense meets every Tuesday at 1:00 P.M. in the multi-purpose room at the Adam F. Press Fitness Center. We invite all members of the CC community to come take advantage of our professional instruction staff and a comfortable and safe training environment. No experience is required to participate, and students are encouraged to progress at their own pace. Custom-tailored classes are available for individual student groups, campus offices, or academic departments.

**Annual Security Report (ASR):** This is the Report you are reading now. It provides information on certain criminal offenses that have occurred at Colorado College, our non-campus locations (Baca campus and the CC cabin), during the past three years. This Report also

describes programs and services designed to reduce such criminal offenses, specifics regarding CC's sexual misconduct policy, information about the alcohol and drug policy, fire safety information, and a list of useful resources and telephone numbers.

**Sex Offender Registry and Access to Related Information:** The Federal Campus Sex Crimes Prevention Act went into effect October 28, 2002. The law requires institutions of higher learning to advise the CC community about where to find information concerning registered sex offenders. The law also requires registered sex offenders to provide specific notice to each campus with which the person is associated as an employee, student, or other connection.

The Colorado Bureau of Investigations maintains sex offender registry information, which is publicly available via the Internet. The data include the offender's name and aliases; the nature of the offense; the date and place of the conviction; date of birth; current address and photograph. Information on sex offenders is available on:

- [www.sor.state.co.us](http://www.sor.state.co.us)
- [www.springspolice.com](http://www.springspolice.com)
- [www.familywatchdog.us](http://www.familywatchdog.us)
- [www.coloradostatecrimestoppers.com](http://www.coloradostatecrimestoppers.com)

**Crime Log:** A crime log is maintained on the Campus Safety website at <http://www.coloradocollege.edu/offices/campussafety/campus-crime-statistics/>. This log includes the incident classification, case number, date / time occurred, date reported, location, and disposition of each crime.

**Security Notices:** During the academic year "Security Notices," which may include safety tips and security issues from the previous weeks, will be distributed via the college's email system.

**Hall Programs:** Officers meet with each group of new students to provide information about the services that Campus Safety provides, to offer security tips, and to explain the campus resource officer program. Residence hall wings may request specific presentations about campus safety and security.

**Off-Campus Living Briefings:** Several times a semester, briefings are offered to guide students who are approved to live off campus with information and resources to navigate their way to a successful experience. This program offers guides on how to be a good neighbor, expectations from the college regarding conduct, and a party planning guide that includes legal requirements for consideration.

**Emergency Call Boxes:** Emergency call boxes are located at strategic points around our campus to provide direct contact with Campus Safety in the event of an emergency. To activate a call box, just press the button and you will be connected with Campus Safety. Safety recommends that you become familiar with the locations of these call boxes, which are listed below:

- Call Box 100: Southeast corner of Lennox House Lot (E-3)
- Call Box 101: West side of Sorority/Fraternity Parking Lot (E-2)
- Call Box 102: Northwest corner of Schlessman Child Care Center Parking Lot (E-5)
- Call Box 103: Northwest parking lot adjacent 1140 N. Cascade (W-1)
- Call Box 104: South side of the North Central Quad Parking Lot (C-1)
- Call Box 105: East side of Max Kade Study Center
- Call Box 106: Southeast side of JLK
- Call Box 107: West side of Wood Ave (W-2)
- Call Box 109: Northwest corner of Ticknor
- Call Box 110: South of the Football Press Box
- Call Box 111: East side of Tennis Courts
- Call Box 112: Southeast corner of Honnen Ice Rink
- Call Box 113: Northeast corner of Worner Center
- Call Box 114: Northeast corner of Cornerstone Arts Center
- Call Box 115: North side of Armstrong Parking Lot (C-2)
- Call Box 116: South side of Tutt Library
- Call Box 117: Southwest corner of Barnes Science Center
- Call Box 118: Northeast corner of Shove Chapel
- Call Box 119: East Campus Housing
- Call Box 120: North side of Tutt Science Center
- Call Box 121: South side of Cornerstone Parking Lot (S-3)
- Call Box 122: Northeast corner of CC Inn

There are no emergency call boxes on the Baca campus or at the CC cabin.

## **SEXUAL MISCONDUCT – POLICY, PREVENTION, REPORTING & RESOURCES**

Colorado College’s Gender-Based Discrimination, Sexual Harassment, and Sexual Violence Policy and Procedures can be found on CC’s website at: [www.coloradocollege.edu/basics/welcome/leadership/policies/gender-based-discrimination-sexual-harassment-and-sexual-violence-policy-and-procedures](http://www.coloradocollege.edu/basics/welcome/leadership/policies/gender-based-discrimination-sexual-harassment-and-sexual-violence-policy-and-procedures). The Policy and Procedures set forth how complaints can be made (including but not limited to complaints of intimate partner, dating, and domestic violence, stalking and sexual assault), how complaints are investigated, and other pertinent information. The entire Policy and Procedures are not set forth below, but certain provisions are included in this Report. The full Policy and Procedures should be reviewed for complete information and any questions you may have. (It also is important to highlight that Colorado College has an Anti-Discrimination Policy and Procedures, governing other forms of discrimination, which can be found here: [www.coloradocollege.edu/basics/welcome/leadership/policies/anti-discrimination-policy-and-procedures](http://www.coloradocollege.edu/basics/welcome/leadership/policies/anti-discrimination-policy-and-procedures). There are also Student Honor and Community Standards, which incorporate these Policies, as well as other expectations of behavior and conduct, which can be found here: [www.coloradocollege.edu/other/studentguide/pathfinder/honor-and-community-standards/](http://www.coloradocollege.edu/other/studentguide/pathfinder/honor-and-community-standards/).)

With respect to sexual misconduct—including dating violence, domestic violence, stalking, and sexual assault, which also are subject to requirements under the Clery Act and the VAWA--Colorado College believes that students, faculty, staff, applicants for admission and employment, and visitors, regardless of gender, perceived gender, gender identification, gender expression, sexual orientation, sexual preference, or sexual behavior in the past or present, have the right to be free from gender-based discrimination, sexual harassment and sexual violence (which may include intimate partner, dating and domestic violence; sexual assault; sexual exploitation; and stalking). All sexual activity or contact between individuals must be with each person’s active consent. (Active consent as defined below by Colorado College may be a higher standard than the legal standard of consent.)

The College further believes that students, faculty, staff, applicants for admission and employment, and visitors have the right to be free from retaliation for reporting or participating in the investigation of alleged violations of all applicable policies or in any related proceeding, including a criminal proceeding or a proceeding with a government agency.

Colorado College prohibits, and does not tolerate, gender-based discrimination, sexual harassment, sexual violence, or retaliation. Individuals who engage in such conduct will be subject to disciplinary and other remedial action under all applicable policies. In addition, such conduct also may violate certain civil and criminal local, state and federal laws, including but not limited to Title IX of the Education Amendments of 1972, Title VII of the Civil Rights Act of 1964, and the VAWA, all as amended. Colorado College does not discriminate on the basis of gender in its education programs and activities, and is required by Title IX, Title VII and other applicable law not to discriminate on the basis of gender so as to ensure the equal enjoyment of benefits, programs and aids provided by the College.

Individuals with questions about the Gender-Based Discrimination, Sexual Harassment, and Sexual Violence Policy and Procedures may contact the CC Title IX coordinator Gail Murphy-Geiss. Her contact information is as follows: Office: Palmer 131A. Phone: (719) 389-6868 (or extension 6868). Email: [gmurphygeiss@coloradocollege.edu](mailto:gmurphygeiss@coloradocollege.edu).

**PRIVILEGED CONFIDENTIAL REPORTING RESOURCES:** If you are involved in a situation involving alleged gender-based discrimination, sexual harassment, sexual violence, or retaliation (whether as a reporting party (whether or not you are the subject or an alleged violation), a responding party, a witness, or a third party who is involved), you may contact a privileged confidential resource who is a member of the CC community to discuss the conduct at issue and the options available to you including: seeking personal counseling; finding community resources to assist with the issue; pursuing resolution of the issue through the College’s informal or formal procedures; and reporting to the local police. This consultation will remain confidential and these resources are not required to reveal your identity to the College or report alleged violations of the Policy, unless you request that they do so or if otherwise required by applicable law (for example, if there is an imminent risk of serious harm).

Further, the reason that the following confidential resources are referred to as “privileged” is that there are legal privileges under the law that may provide the communications with these individuals with further protection, and legally prevent them from disclosing what you tell them to the College and also in a criminal or civil proceeding, without your consent, a Court order or as otherwise required by law. There is further information about confidentiality set forth below.

**i. Colorado College Sexual Assault Response Coordinator (SARC) :** Anyone may contact the College’s SARC. The SARC can be accessed by calling x8101 on campus or (719) 227-8101 off campus, or (719) 602-0960 for the on-call advocate. The SARC is available 24 hours a day, 7 days a week. The SARC is a College staff member, experienced in working with situations involving gender-based discrimination, sexual harassment, and sexual violence, and serves as a privileged confidential resource for individuals who want assistance from CC in handling their situation.

**ii. Student Health and Counseling Center** : Students may contact the Student Health Center, which can be reached at x6384 or (719) 389-6384. Medical providers are available to assist you in a confidential manner with your medical and emotional needs. The CC Counseling Center can be reached at (719) 297-7233. Counselors and psychotherapy specialists are available to assist you in a confidential manner with your emotional needs. After hours and on weekends: you may call the Counseling Center number and press 1 to leave a non-urgent message; or press 2 to be immediately connected to a licensed counselor.

**iii. Chaplains** : Anyone may contact a College chaplain. The chaplains can be reached at x6638 or (719) 389-6638. The chaplains can assist with emotional and spiritual needs.

**iv. Employee Assistance Program (EAP)** : Staff and faculty may access the EAP which provides counseling services for employees. They can be reached at Penrose-St. Francis, The Center for Behavioral Health at (719) 634-1825 or 800-645- 6571.

**OTHER CONFIDENTIAL RESOURCES:** There are other confidential resources available for information and support. They are referred to as confidential as they are not required by the College to disclose what you tell them or report prohibited conduct under CC's policies unless: you authorize or request that they do so; there is an imminent risk of serious harm; or they are otherwise required by law to disclose or report what you tell them. However, they are not referred to as "privileged" confidential resources as there is no legal privilege that applies to them; therefore, it is possible that a resource considered confidential by the College could be required by a Court or by law (including the Clery Act) to disclose what you tell them in a criminal or a civil proceeding or for CC reporting purposes under the Clery Act. These confidential resources are as follows:

**i. College Ombudsperson:** Staff and faculty may contact the College Ombudsperson, who is currently Paul Kuerbis. He can be reached at (719) 331-1733, or [ombuds@coloradocollege.edu](mailto:ombuds@coloradocollege.edu) or [pkuerbis@coloradocollege.edu](mailto:pkuerbis@coloradocollege.edu), or at Worner Campus Center 010.

**ii. Gender and Identity Development Specialist:** Students may contact the Gender and Identity Development Specialist at x6198 or (719) 389-6198. Noble Gough is the College's current Gender and Identity Development Specialist. Their office is Worner Campus Center 205A.

**iii. Student Title IX Assistance and Resource Team (START)** is a student-run organization that functions under the supervision of the Sexual Assault Response Coordinator's (SARC) Office. START members are trained to provide resources and information for students regarding Title IX at the College. They also provide information about other resources available on and off campus related to Title IX issues. Students may schedule an appointment by emailing [START@ColoradoCollege.edu](mailto:START@ColoradoCollege.edu).

There are other resources, including TESSA, which is an off-campus non-profit organization that offers comprehensive services for sexual assault and domestic violence victims. [www.tessacs.org](http://www.tessacs.org). TESSA counselors may also have legal privilege, but that is an issue for you to discuss directly with TESSA.

## DEFINITIONS

The following definitions are used by Colorado College in its Gender-Based Discrimination, Sexual Harassment, and Sexual Violence Policy and Procedures. Such definitions are consistent with Clery Act definitions.

The legal definitions under Colorado criminal law of "dating violence," "domestic violence," "sexual assault," "stalking" and "consent," to the extent such definitions exist, are included in Appendix A for educational and awareness purposes, and as required by the Clery Act. Please note that the criminal law definitions in Appendix A may be different from the Colorado College definitions below and the Clery Act definitions:

**Sexual harassment:** Sexual harassment is a form of gender-based discrimination. Sexual harassment is any unwelcome conduct of a sexual nature, such as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- i. Either explicitly or implicitly, submission to such conduct is made a term or condition of a person's educational or employment endeavors (otherwise known as *quid pro quo* harassment);
- ii. submission to or rejection of such conduct is used as a basis for education or employment decisions (otherwise known as *quid pro quo* harassment); or
- iii. such conduct has the purpose or effect of unreasonably interfering with a person's academic or work performance, or creating an intimidating, hostile, or offensive educational or working environment (otherwise known as hostile environment harassment). Sexual harassment has the purpose or effect of unreasonably interfering with a person's academic or work performance if, for example, it is sufficiently serious, pervasive or persistent as to create a hostile

environment under both an objective (*i.e.*, a reasonable person's view) and subjective (*i.e.*, the subject of an alleged violation's view) standard. The College will consider the effects of off-campus conduct when evaluating whether there is a hostile environment on campus. To be the subject of an alleged violation, one need not be the direct recipient of the conduct; anyone affected or offended by the conduct may be a subject.

Sexual harassment may include but not be limited to: unwelcome texts, phone calls, internet-based communications, or other electronic communications of a sexual nature; crude, obscene, or sexually offensive gestures or unwelcome sexual comments;

**Sexual violence:** The act of committing any unwelcome or unwanted physical activity or contact of a sexual nature toward another person without their active consent or when a person is incapable of giving active consent. Sexual violence may be committed by force, intimidation or coercion, or when a person is otherwise incapable of giving active consent (e.g., due to the person's substantial impairment by drugs or alcohol, or because a physical or psychological condition or impairment otherwise impairs a person's judgment). There are many types of sexual violence, including but not limited to the following:

**Intimate partner, dating and domestic violence:** Violence committed by a person who is or has been in a relationship of an intimate, dating or domestic nature with the other person. The current or former existence of such a relationship will be determined based on a person's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of the interaction between the persons involved in the relationship. Intimate partner, dating and domestic violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse; intentionally violent and/or controlling behavior by a person against the other person; psychological abuse; and may include other types of conduct.

**Sexual assault:** This includes any unwanted sexual contact or penetration (anal, oral or vaginal) with any body part or object. One type of sexual assault is rape, which is 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 a person, without the active consent of the other person. Another type of sexual assault is fondling, which is the touching of the private body parts of another person for the purpose of sexual gratification, without the active consent of the other person. There are other types of sexual assault, including those defined by applicable law.

**Sexual exploitation:** When a person takes sexual advantage of another person without active consent for any purpose. Sexual exploitation can take many forms including, for example: photographing, videotaping, or audiotaping sexual activity or contact without active consent; invasion of sexual privacy; sexually-based bullying; sexually-based defamation and slander; or engaging in behavior that is beyond the boundaries of the other person's active consent (such as having a friend hide in the closet to watch you have sexual activity or contact with another person who is unaware that the friend is in the closet; live streaming sexual activity or conduct); exposing one's intimate parts, such as genitalia, groin, breast and/or buttocks to someone without their active consent, including by electronic means (also referred to as indecent exposure).

**Stalking:** A course of conduct directed at a specific person that would cause a reasonable person to fear for their own safety or the safety of another, or to suffer substantial emotional distress. Course of conduct means two or more acts, including acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. Stalking includes "cyber stalking," a form of stalking that may be over an electronic medium such as the internet, social network, blogs, cell phones, texts, or other similar devices.

## DEFINITIONS OF CONSENT

Under Colorado criminal law, "'Consent' for sexual activity means cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent. Submission under the influence of fear shall not constitute consent." Colorado Revised Statute § 18-3-401(1.5).

Colorado College's Gender-Based Discrimination, Sexual Harassment, and Sexual Violence Policy and Procedures has a different definition of "active consent" as follows:

**Active consent:** When each person involved in sexual activity or contact expressly agrees to the sexual activity or contact freely, willingly, and knowingly. Active consent is an affirmative process.

- i. *All sexual activity or contact between individuals must be with each person's active consent.*

ii. A person cannot give active consent if, for example, they are:

1. Physically pressured or forced;
2. Psychologically pressured or forced;
3. Threatened;
4. Intimidated;
5. Coerced;
6. Frightened;
7. Unconscious or asleep;
8. Substantially impaired by drugs (including prescription, over-the-counter or illegal drugs) or alcohol; or
9. Their judgment is otherwise substantially impaired, including due to a physical or psychological condition or impairment.

iii. It is the responsibility of the initiator of sexual activity or contact to obtain consent from the other person and to determine whether such consent is freely, willingly, and knowingly given. Engaging in sexual activity or contact with a person who did not give active consent or who withdrew active consent is a violation of Colorado College Policy.

iv. It is also a violation of Colorado College Policy to engage in sexual activity or contact with another person if it is determined that the person knew or should reasonably have known that the other person was not able to give active consent due to substantial impairment based on drugs, alcohol, or any other physical or mental condition or impairment.

v. Active consent to one form of sexual activity or contact does not provide active consent to other forms of sexual activity or contact. Similarly, neither previous relationships nor prior consensual activities provide active consent to future sexual activity or contact. Active consent must be present throughout the sexual activity or contact and can be revoked at any time. It is important not to make assumptions.

vi. The best practice is to obtain or give active consent verbally in order to avoid misunderstandings inherent in non-verbal communication. Silence or non-communication should never be interpreted as active consent. A lack of communication is a signal to stop and ask a partner verbally what they would like to do. No sexual activity or contact should be initiated, and sexual contact or activity should be stopped, until communications are received. A verbal “NO” or physical resistance, no matter how indecisive or weak or passive, always means NO. If there is any doubt about whether a person’s judgment is substantially impaired or whether a person who initially agreed to sexual contact has changed their mind, sexual contact should not be initiated or should be stopped immediately.

vii. Use of alcohol or drugs never makes a subject of an alleged violation at fault for gender-based discrimination, sexual harassment or sexual violence.

viii. The College prohibits all sexual activity or contact between students and faculty, and between students and staff. For the purpose of active consent, this means that a student cannot give active consent to sexual activity or contact with a faculty or a staff member. (The only limited exception to this is if there otherwise is active consent between a student and a College alumnus/alumna who immediately upon graduation, or at the start of the semester immediately following graduation, begins working for the College and is in an existing relationship with a student on the start date of their employment and does not otherwise have any direct supervisory or evaluative authority over the student).

ix. The College prohibits all sexual activity or contact between staff and faculty when one of the individuals holds direct supervisory or evaluative authority over the other person. Thus, a staff or faculty member cannot give active consent to sexual activity or contact with a member of the staff or faculty who has direct supervisory or evaluative authority over them unless the person with the supervisory or evaluative authority has informed their superior and recused themselves from exercising any supervisory or evaluative authority over the other person.

## **GENDER-BASED DISCRIMINATION**

**Gender-based discrimination** includes treating a person (or group) unfavorably or differently because of that person’s gender, perceived gender, gender identification, gender expression, sexual orientation, sexual preference, or sexual behavior in the past or present. Gender-based discrimination may or may not be conduct that is sexual in nature. Gender-based discrimination may include gender-based harassment that is not sexual in nature.



The conduct prohibited by Colorado College policies, including its Gender-Based Discrimination, Sexual Harassment, and Sexual Violence Policy and Procedures, may be committed by any individual (or group) against any other individual (or group), regardless of such individual's (or group's) gender, perceived gender, gender identification, gender expression, sexual orientation, sexual preference, or sexual behavior in the past or present.

## **RETALIATION**

Colorado College prohibits retaliation, which is defined as:

Any adverse or negative action or behavior against an individual as a consequence of such individual: raising good faith concerns about conduct prohibited by Colorado College policies; opposing gender-based discrimination, sexual harassment or sexual violence; reporting, making a complaint, cooperating, and/or participating in any way in the College's procedures under its policies (including as a witness); or otherwise participating in a process administered by any other third party (including, for example, a criminal process or a complaint with a government agency). Retaliation may result in immediate disciplinary action. Examples of retaliation include but are not limited to:

- i. Attempting to discourage an individual's use of or participation in the informal or formal procedures addressed in Colorado College's policies.
- ii. Harassment (verbal or physical), coercion, intimidation, or threatening of any member of the CC community, including a reporting party or responding party, subject of an alleged violation (if not the reporting party), witnesses, investigators or others involved in the process.

## **REMEDIES AND INTERIM MEASURES, INCLUDING PROTECTION ORDERS**

At any time, the College may take, or a reporting party, responding party, witness or other individual involved in the enforcement of its policies, may request, whatever interim measures, accommodation or remedies necessary and appropriate to eliminate alleged gender-based or other discrimination, sexual harassment, sexual violence, or retaliation, prevent its recurrence and address its effects, and/or protect an individual's safety, physical and mental well-being, and rights.

Although Colorado College may issue a no-contact order between students, Colorado College does not issue court orders of protection (which used to be referred to as "restraining orders"). Victims wishing to obtain an order of protection, or a similar order issued by a criminal, civil, or tribal court, may receive information about such orders, including the process for obtaining an order, at [https://www.courts.state.co.us/Forms/Forms\\_List.cfm?Form\\_Type\\_ID=24](https://www.courts.state.co.us/Forms/Forms_List.cfm?Form_Type_ID=24). Colorado College complies with Colorado law in recognizing orders of protection. Any person who has or obtains an order of protection from Colorado or any other state should provide a copy to Campus Safety at 833 N. Tejon Street.

In addition to no-contact orders (which are different than court-issued orders of protection, described above), other interim measures, accommodations and remedies that Colorado College may provide include, but are not limited to:

- Safety accommodations, which may include reporting to local police. If safety is an immediate concern, you are encouraged to contact Campus Safety or the Colorado Springs Police Department.
  - To reach Campus Safety: For emergencies, call x6911 on campus or (719) 389-6911 off campus. For non-emergencies, call x6707 on campus or (719) 389-6707 off campus. You may also go to Campus Safety at 833 N. Tejon Street.
  - To reach the Colorado Springs Police Department: Call 911 (or 9-911 from an on-campus phone) for emergencies and (719) 444-7000 for non-emergency situations.
- Modifying a reporting party, responding party, or witness's living arrangements, class schedule, extracurricular activities, or working arrangements;
- Removing a responding party (or cross-responding party) from campus and/or temporarily suspending them;
- Providing support resources, including academic support, counseling, disability services, and health and mental health services; and
- Targeted training

Any interim measure, accommodation or remedy may be imposed at any time after prohibited conduct has become known to the College; provided, however, that a reporting party or a responding party will have an opportunity to respond to a proposed interim measure, accommodation or remedy that affects them, unless the College is unable to do so in order to ensure the safety of the CC community or the College otherwise has sufficient information to warrant the immediate implementation of the interim measure, accommodation or remedy. The College has sole discretion on what type of interim measures, accommodations or remedies to implement.

## **CONFIDENTIALITY**

Students should expect their privacy and confidentiality to be respected as they move through any campus process as provided for in such processes and in accordance with applicable law. As explained above, there are a number of confidential campus resources, including the Sexual Assault Response Coordinator, the chaplains, and members of the Boettcher Health and Counseling Center. Students can talk with any of these confidential resources before, during or after deciding to go through a formal CC process and/or a criminal reporting process.

Colorado College will complete publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim. Colorado College will also maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality does not impair the ability of Colorado College to provide the accommodations or protective measures or is otherwise not inconsistent with any policy or applicable law.

## **SEXUAL ASSAULT PREVENTION AND AWARENESS PROGRAMS**

In addition to their other duties and responsibilities under the Gender-Based Discrimination, Sexual Harassment, and Sexual Violence Policy and Procedures and applicable law, the College's Title IX Coordinator, the Deputy Title IX Coordinators, and the SARC have the responsibility of educating students, faculty, and staff regarding such policies, and the nature and negative consequences of gender-based and other forms of discrimination, sexual harassment, sexual violence, and retaliation. Their responsibilities also include: conducting workshops for students, faculty, and staff; training members of the CC community involved in the enforcement of its policies, including confidential resources, responsible employees, investigators, Appeal Panel members, and others to ensure that they understand the policies, applicable law, and their obligations in enforcing the policies; and training students, faculty, and staff about how to identify and report alleged gender-based discrimination, sexual harassment, sexual violence, and retaliation, and active bystander intervention techniques, to include watching out for the safety and well-being of CC community members.

The College's primary prevention and awareness programs directed at all incoming students and new employees are provided as mandatory training through the Sexual Assault Response Coordinator (for students) and the Human Resources department (for employees) that discusses the College's Gender-based Discrimination, Sexual Harassment, and Sexual Violence Policy and Procedures. All students and employees are made aware of additional training and outreach efforts via targeted programming directed at students and professional development classes hosted by Human Resources. These training and outreach efforts are advertised via emails sent to all students and employees, as well as signage around campus.

- Programming designed to raise awareness of issues like sexual assault, intimate partner violence, and stalking. Examples of these programs include "The Economics of Domestic Violence," "Take Back the Night," and "Stalking Awareness Month." Additional topics covered by these kinds of programs include causes and behaviors associated with sexual assault, the role of alcohol in sexual assault, drug-facilitated sexual assault, and sexual harassment.
- Programs which provide information to the CC community about policies and procedures. Examples of these programs include trainings for residence advisors, new faculty and staff, and all incoming students conducted each fall.
- Programs like the "Good Sex" series, which are intended to promote a healthy dialogue about sexuality and sexual behavior on campus. Examples of topics covered by the "Good Sex" Series include: "The Mechanics of Pleasure," "The Role of Technology in Sex," "How to Make Consent Sexy," "Communication," and "The Ethics of Sex."
- Workshops for particular campus groups which teach risk-reduction strategies, such as the FullPower Self-Protection Workshop, Empowerment Workshops for Women, and Safe and Positive Options for Bystander Intervention (see below).
- Workshops for student organizations or groups that plan to host parties. These workshops focus on thinking through issues like safety planning, and creating an inclusive and welcoming environment.
- Programs that challenge attitudes and behaviors that perpetuate sexual assault, intimate partner violence, and stalking.

## SAFE AND POSITIVE OPTIONS FOR BYSTANDER INTERVENTION

In an effort to promote a safe, accepting, and fun community at Colorado College the SARC and the Wellness Resource Center make BADASS (Be Active, Decide to Act, Say Something) Active Bystander training available to all students. The BADASS Campaign focuses on three areas: preventing sexual and relationship violence, responding to people in distress, and creating an inclusive community.

### Some keys to safe bystander action are:

- **Safety in numbers:** Identify others who could help you (i.e., friends, party host, RA, police)
- **“I” statements:** The conflict resolutions skills you learned in elementary school really do work. “I” statements focus on your feelings rather than criticizing the other person and include three parts: (1) state your feelings, (2) name the behavior, and (3) state how you’d like the person to respond.
- **Bringing it home:** Showing someone how the impact of their behavior would feel if directed at them or someone they care about prevents them from dehumanizing the target of their behavior. (i.e., “I hope no one ever talks about you like that.”)
- **Be a pal:** Reframing the intervention as your attempt to help someone be successful/stay out of trouble. (i.e., “As your friend, I gotta tell you that the way you treat women at parties is not helping your reputation.”)
- **Distraction can be the action:** Distraction can keep things from happening, and snap people out of “comfort zone” behavior that come from sexism, homophobia, or racism.

The Wellness Resource Center and other campus offices like The Butler Center offer [workshops and trainings](#) to learn the skills it takes to be a BADASS.

The sexual assault response coordinator is happy to work with individuals and groups to develop additional programs to meet the needs of the CC community. You can contact her at (719) 227-8101, [email](mailto:sarc@coloradocollege.edu) sarc@coloradocollege.edu or you can stop by her office in 219 Worner.

There is also funding available for student-led programs promoting the safety and health of women students at Colorado College. The Murray-Maloney Endowed Fund for Women supports the efforts of Colorado College students who demonstrate leadership and competence, and who have shown an understanding and concern for the issues of health and safety for women students at the college. In order to apply for funding, complete the [application](#) and submit to the Office of Sexual Assault Response and Prevention.

## INFORMATION ON RISK REDUCTION AND SEXUAL OFFENSE PREVENTION:

- Most sexual assaults are perpetrated by subjects who are acquaintances or friends. Awareness of the possibility that it could happen to you is the first step in prevention.
- Avoid becoming intoxicated to the point of mental or physical impairment.
- Go to parties with a group of friends and agree to leave together.
- Communicate your expectations and desires clearly. Hints and insinuations may lead to miscommunication.
- **NO means NO!** It should be respected.
- Trust your instincts. If you sense something is wrong, get away quickly. It’s always best to be cautious.
- Avoid risky situations by staying out of isolated areas, never hitchhike, and don’t go off alone with anyone you don’t know well.
- Take a self-defense course. A free program is offered through Campus Safety.
- Refer to the college’s sexual misconduct policy, or the excerpts of the student conduct policy in this handbook for more information regarding sexual offenses.

## REPORTING SEXUAL MISCONDUCT

Colorado College encourages students to report sexual assault, intimate partner violence, domestic violence, dating violence, stalking and other forms of sexual misconduct. When a student or employee reports to Colorado College that he or she has been a victim of such misconduct, whether the offense occurred on or off campus, Colorado College will provide the student or employee a written explanation of the student’s or employee’s rights and options.

Under Colorado College's policies, students and employees have three paths or options to pursue, and you can one, two, three or none of them. You can speak confidentially to the CC Sexual Assault Response Coordinator about all of these options, which include:

- **Informal Support Systems:** the Sexual Assault Response Coordinator, campus chaplains, and counselors provide information and confidential support to assist individuals in making decisions about filing formal complaint/charges and seeking medical care or counseling. These resources can also assist individuals in managing the impact of misconduct on their academic, employment and social functioning.
- **Formal Legal System:** Colorado College encourages students and employees to report sexual assaults, intimate partner violence and stalking to the local police. The SARC, Campus Safety or other CC resources can arrange a meeting place for your initial contact with the police. Individuals can request that a CC representative accompany them in making a police report. This request can be made through the Sexual Assault Response Coordinator, the Title IX Coordinator or their deputies, or the Campus Safety Department. Individuals have the option and the right to decline to notify campus or law enforcement authorities. Colorado College will comply with anyone's request for assistance in notifying authorities.
- **Formal College Discipline System:** A formal complaint may be brought forward to Colorado College as long as the person accused is a student, employee or other member of the CC community, subject to any limitations of the applicable policy. Colorado College reserves the right to take whatever measures it deems necessary and appropriate to respond to a charge of sexual misconduct in order to protect individuals' safety, physical and mental well-being, and individual rights, including the interim measures and remedies described above. An internal administrative process determines whether violations of Colorado College Code policies have occurred. Reporting parties and responding parties are provided with process advisors to assist them in preparing the formal complaint and/or responding to such a complaint. Once a formal complaint is filed, the matter goes to an investigative team who reports their findings and recommendations for sanction, as described in detail in the CC policies. All members of the investigative team receive annual training on the issues related to dating violence, domestic violence, sexual assault and stalking, and on how to conduct an investigation and hearing process that protects the safety of everyone involved and promotes accountability. In all cases of sexual misconduct in which a formal complaint is filed both the reporting party and responding party will be provided with the same opportunities to be accompanied by an advisor of their choice during any institutional proceeding or related meeting. Colorado College will not limit the choice of either party's advisor, but may establish restrictions regarding the extent to which the advisor may participate in the proceedings. Upon completion of the formal process, both parties will be informed, simultaneously and in writing, of the outcome; of the procedures for filing an appeal; any changes to the result; and when the result becomes final. College officials will directly inform parents when requested to do so by a student, or in a life-threatening situation or in certain other emergency situations, or if a responding student has signed the acknowledgment at registration, which allows such communication. The proceeding will provide a prompt, fair, and impartial process from the initial investigation to the final result. Colorado College endeavors to complete this disciplinary process within 60 days, though the unique circumstances of each allegation and investigation may alter this timeline.

## SANCTIONS

The College may impose any sanction on a student or group of students, which may include one or more of the following sanctions (in alphabetical order):

- **Deferred Sanction:** A sanction of suspension or dismissal may be deferred pending a student's successful completion of conditions imposed by the Vice President for Student Life/Dean of Students, or their designee; these conditions may include other sanctions.
- **Disciplinary Probation:** A formal notice that any additional findings of responsibility will likely result in suspension or dismissal from the College.
- **Dismissal:** Permanent exclusion from the College, its premises, and all of its activities.
- **Educational Sanctions:** Required attendance at an event or interview that is relevant to a specific topic. This is often accompanied by a reflection/research paper. Participating and completing relevant educational programs or trainings, and paying the cost of such programs.
- **Fine:** A monetary sanction issued in the form of a charge to a student account or a deduction from the Housing & Conferences housing damage deposit.
- **Housing Restriction:** Official notice from the College that any additional findings of responsibility will likely result in relocation to a different (usually more supervised) residential community. Students sharing a room/apartment are responsible for the

activities in that space and thus all students sharing a room/apartment may be placed on housing restriction, regardless of who was present at the time of an incident.

- Official Conversation: A documented conversation with a College official.
- Official Warning: A written notice from the College that the conduct is unacceptable.
- *Persona Non Grata*: Prohibiting entry on campus (or at specific places on campus) and/or at College-related events, for a specific amount of time or indefinitely.
- Reflection/Research Papers: A document requiring critical analysis and articulation of a specified topic.
- Restitution: A monetary or service sanction required to pay for the cost of repairing or replacing physical damage or any other cost incurred as a result of the student's conduct.
- Roommate Agreement: A mutually agreed upon written contract that students sharing a living space create and agree to uphold.
- Room Change: Relocation to a different (usually more supervised) residential community.
- Suspension: Exclusion from the College with the opportunity to rejoin after a designated time period. During a suspension, the student generally cannot participate in any College activities such as academic coursework, student employment, student activities, or College events. The student cannot be on College property for the duration of a suspension and will receive no financial refunds. Return to campus may be contingent upon completing specified requirements. Students who are suspended generally may not take classes at other institutions for credit. In rare cases, the Vice President for Student Life/Dean of Students, or their designee, may make an exception.

The following additional sanctions (in alphabetical order) may be imposed on a group of students:

- Disciplinary Probation: A formal written notice that any additional conduct violations could result in suspension of the student group's status.
- Social Probation: Limiting the student group's social activities including, but not limited to, limitations on living units, Greek chapters, and student organizations.
- Suspension of Status: Suspending recognition, registration, or chartering of a student group.

*Note:* A student may be required to attend an assessment with a counselor or other appropriate professional to assess if further action by the College is warranted due to conduct impacting the sanctioned student or the surrounding community. The sanctioned student will be responsible for the cost of the assessment. If assessment results indicate a need for further action or follow-up, that will be required. Students not facing conduct sanctions may still be required to participate in an assessment if there are concerns for student well-being.

## **STANDARD OF PROOF**

The standard of proof used in all CC processes, including those under the Gender-Based Discrimination, Sexual Harassment, and Sexual Violence Policy and Procedures, is the preponderance of the evidence standard.

## **APPEALS**

Either the reporting party or the responding party may appeal the final finding of responsibility or non-responsibility. Appeals may only be granted for one of the following reasons:

- New Evidence or Information: New evidence or information sufficient to alter a decision, or other relevant facts not known at the time of the original investigation.
- Failure of Investigative or Decision Making Process: Allegations that the Investigators deviated from the Policy in a way that substantially altered the outcome of the case.
- Bias in Decision Making Process: Evidence that an Investigator or person involved in the formal grievance procedures have relevant history of interaction or involvement with either reporting party or responding party sufficient to establish bias or conflict of interest.

## **PRESERVATION OF EVIDENCE**

In the immediate aftermath of a sexual assault or incident of intimate partner, dating or domestic violence, victims may be uncertain whether they want to report the incident to the police or Campus Safety. It is important that individuals take steps to preserve any evidence of the incident so that if he or she later wishes to report the incident and/or obtain a protection order, the evidence will be available.

If you know that you wish to have medical evidence collected, you can go directly to the Memorial Hospital Emergency Room for this process. When you arrive in the ER, tell the intake nurse that you are requesting a SANE (Sexual Assault Nurse Examiners Exam) exam. The CC Sexual Assault Response Coordinator can also help transport you to Memorial and support you through this process.

You should not bathe, douche, change clothes, or brush teeth. This will help preserve evidence in the event you decide to pursue criminal charges. If you have changed clothing, it is best to bring the clothes that you were wearing at the time (or immediately after) the assault.

Once collected, the evidence will be held for a set period of time (usually two years), so you have time to decide whether you wish to prosecute the assault; having medical evidence may improve the strength of your case.

## **POLICY ON ILLEGAL USE OF DRUGS & ALCOHOL**

In compliance with the requirements of the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989, Colorado College has adopted the following policy concerning the unlawful use of drugs and alcohol by students and employees. For employees of Colorado College, abiding by the policy is a condition of continued employment.

The unlawful use, possession, distribution, and manufacture or dispensing of illicit drugs or alcohol is prohibited on Colorado College property or as part of any of CC's activities.

As an educational institution, Colorado College attempts to educate its community members about unlawful use of illicit drugs and alcohol, and to encourage appropriate, responsible behavior. The health risks associated with the abuse of alcohol and the use of illicit drugs are numerous.

Colorado College recognizes that chemical dependency of any sort is a major health problem and encourages employees and students who need help in overcoming such dependency to use the counseling, treatment and rehabilitation programs described under "Drug and Alcohol Treatment Resources."

Disciplinary sanctions for the violation of this policy by any employee may include, but are not limited to, reprimand, reassignment, demotion, suspension, dismissal, or termination of employment. Disciplinary sanctions for students may include, but are not limited to, disciplinary warning, probation, suspension, or expulsion. A disciplinary sanction for either employees or students may include the completion of an appropriate rehabilitation program. Referral to the authorities for prosecution under criminal law may also be invoked, especially in cases of unlawful sale or distribution of drugs or alcoholic beverages. All disciplinary sanctions for violation of this policy shall be subject to other applicable CC policies and regulations regarding disciplinary action with respect to students and employees.

In addition to internal disciplinary sanctions, any employee or student who is convicted of unlawful use, possession, distribution, and manufacture or dispensing of illicit drugs or alcohol may be subject to applicable criminal sanction under local, state, and federal law. Penalties range in severity from relatively minor fines to fines of several million dollars. Imprisonment is also a possibility with terms ranging from six months to life sentence. Further information is available in the policies and compliance section of the CC web pages.

Any employee who is convicted under a criminal drug statute for violation occurring in the workplace must so notify Human Resources within five (5) days from the date of conviction.

### **DRUG AND ALCOHOL TREATMENT RESOURCES:**

Drug and alcohol confidential assessment, referral, and counseling are available to students at Boettcher Health Center (for more information contact ext. 6093). The Residential Life and Housing staff, student life administrators, legal counsel, human resources, and Boettcher Health Center counseling staff can provide information or counseling on the physiological, psychological, and legal aspects of drug and alcohol use. For more information, please contact their offices.

The following community counseling, treatment, and rehabilitation programs are available to students:

<b>The Center for Behavioral Health/St. Francis Health</b>	
Riegel Center	719-776-8741
Referral Center	719-776-8482
Alcoholics Anonymous (24 hour)	719-573-5020
Al-Anon	719-632-0063
Cocaine Hotline	1-800-262-2463

TESSA	719-633-3819
El Paso County Health Dept Drug Treatment Clinic	719-578-3150
Narcotics Anonymous	719-637-1580
National Clearinghouse for Alcohol & Drug Information	1-800-729-6686
<b>Pikes Peak Mental Health</b>	
Chemical Dependency Emergency (24 hour)	719-390-2400
Crisis Center	719-635-7000
General Information	719-572-6100
Suicide Prevention Partnership	719-596-5433
Crisis Center	719-635-7000
Youth Power	1-800-258-2766

## ANNUAL CRIME STATISTICAL REPORTING 2015, 2016, 2017

The following statistics include information on crimes reported to Campus Safety, to Campus Security Authorities (CSAs), and to the Colorado Springs Police Department or other law enforcement agencies having jurisdiction over Colorado College Clery Act-reportable geographic areas. Statistics are listed for the calendar year in which the crime was reported.

A written request for statistical information is made annually to all Campus Security Authorities and to all CC deans, directors, department heads, coaches, faculty advisors to student organizations, and residential life coordinators. The Sexual Assault Response Coordinator also provides statistics to Campus Safety about the cases reported to the SARC where the victim chose not to report the incident to Campus Safety or the Colorado Springs Police. Only numerical statistics are obtained from the SARC.

All of the statistics are gathered, compiled, and reported to the CC community via this Report, which is published by Campus Safety. Campus Safety also submits these crime statistics to the U.S. Department of Education. The statistical information gathered by the Department of Education is available to the public through its website. If you would like to review statistics from other colleges go to <http://ope.ed.gov/security/>

Campus Safety sends a postcard to every enrolled student and current employee on an annual basis notifying them of the availability of this Report. The postcard provides information about how to request a hard copy of the Report and also the address for the website where the Report can be found on-line at: <http://www.coloradocollege.edu/offices/campusafety/campus-crime-statistics/annual-security-report.dot>

### CRIME STATISTIC DEFINITIONS, LOCATIONS WHICH GOVERN THIS REPORT:

- **On-Campus:** Any building or property owned or controlled by Colorado College within the same reasonably contiguous geographic area and used by Colorado College in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; *and*
- Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by Colorado College but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
- **Residence Halls:** A subset of "on-campus" crimes, which include only those crimes that were reported to have occurred in dormitories or other residential facilities for students on campus.
- **Non-Campus:** Any building or property owned or controlled by a student organization officially recognized by Colorado College and any building or property (other than the main campus) owned or controlled by Colorado College that is used in direct support of, or in relation to, the institution's educational purpose, is frequently used by students and is not within the same reasonably contiguous area of the institution.
- **Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, and is within the campus, or immediately adjacent to and accessible from the campus.

## CRIME STATISTIC DEFINITIONS, OFFENSES:

- Murder/Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another. Deaths caused by negligence, suicide, accident, and justifiable homicide are excluded.
- Negligent Manslaughter: The killing of a person through gross negligence.
- Rape: The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
- Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- 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.
- Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- Aggravated Assault: An unlawful attack on another person 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 serious bodily injury or death.
- Burglary: The unlawful entry of a structure to commit a felony or a theft. Burglary attempts are reported the same as completed offenses.
- Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.
- Arson: The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.
- Liquor Law Violations: The violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages (driving under the influence and drunkenness are not included).
- Drug Abuse Violations: The violations of laws or ordinances prohibiting the unlawful possession, sale, growth, manufacture, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.
- Weapon Law Violations: Violations of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.
- Removing Unfounded Reports: The College will only consider removing reports of crimes that have been reported to local law enforcement agencies, and for which the local law enforcement agency concluded that the crime was “unfounded.” “Unfounded” is defined as determining through investigation that the crime did not occur with the same degree of certainty required for purposes of reporting under the Federal Bureau of Investigation’s Uniform Crime Reporting System.



## ANNUAL CRIME STATISTICS FOR 2014, 2015, 2016

Type of Incident	On- Campus			Residence Halls			Non-Campus			Public Property		
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
<b>Criminal Offenses:</b>												
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	6	14	8	6	12	5	4	0	2	0	0	0
Fondling	8	0	9	8	0	5	7	0	4	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	0	0	0	0	0	0	1
Burglary	8	3	3	0	0	1	0	0	1	0	0	0
Arson	1	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	2	4	0	0	0	0	0	0	0	0	4
<b>VAWA Crimes:</b>												
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	1
Dating Violence	4	4	6	4	0	2	2	0	1	0	0	0
Stalking	8	3	3	0	0	0	5	0	0	0	0	0
<b>Arrests on Campus For:</b>												
Liquor Law Violations	11	1	2	0	0	2	0	1	0	0	0	0
Drug Abuse Violations	5	1	2	0	0	2	0	0	0	0	0	7
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	4

Referrals to Campus Disciplinary Action For:												
Liquor Law Violations	167	230	304	148	221	293	16	13	9	0	0	0
Drug Abuse Violations	119	195	195	119	192	192	0	2	5	0	1	0
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0

- Statistics for sex offenses include any incidents that were reported to the Office of Sexual Assault Response and Prevention as well as to CSPD, Campus Safety, or any other campus security authority.
- In previous years, Sex Crimes were grouped as Sexual Assault (Forcible) and Sexual Assault (Non-Forcible). Sexual Assault (Forcible) included Rape and Fondling. Sexual Assault (Non-Forcible) included Incest and Statutory Rape. For this report and moving forward, these four kinds of sex crimes will be reported individually. This has caused numbers from 2014 and 2015 to be re-categorized.
- Changes to ASR for 2015:
  - On Campus – Dating Violence – Changed from 6 to 4 because 2 incidents originally reported occurred in 2016
  - On Campus – Stalking – Changed from 3 to 8 because additional incidents were reported after data was submitted
  - Non-Campus – Rape – Changed from 1 to 4 because additional incidents were reported after data was submitted
  - Non-Campus – Fondling – Changed from 3 to 7 because additional incident were reported after data was submitted
  - Non-Campus – Dating Violence – Changed from 1 to 2 because additional incident were reported after data was submitted
  - Non-Campus – Stalking – Changed from 4 to 5 because additional incident were reported after data was submitted
  - On Campus Residence Hall – Fondling – changed from 7 to 8 because additional incident were reported after data was submitted
  - On Campus Residence Hall – Dating Violence – changed from 6 to 4 because an update was sent from our SARC after data had been submitted
  - Public Property – Burglary – changed from 8 to 0 because these were burglaries into private homes immediately adjacent to campus that should not have been counted as public property
  - At the direction of WESTAT, several reported violations for both 2016 and 2015 that had been listed under “Public Property” were removed from our statistics. This was done because information provided from local law enforcement agencies did not specify where the incident occurred. The only violations currently listed under the “Public Property” heading for 2015 and 2016 are those that could be corroborated with on-campus reports.

Colorado College is required to report statistics for hate- (bias-) related crimes by type of bias as defined below for the following classifications; murder/non-negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug abuse violations, weapon law violations, larceny, vandalism, intimidation, and simple assault. If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury (see definitions below), the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A hate- or bias-related offense is not a separate, distinct crime, but is the commission of a criminal offense that was motivated by the offender’s bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his bias against the victim’s race, gender, religion, sexual orientation, ethnicity, gender identity, national origin, or disability, the assault is then also classified as a hate/bias crime.

**Larceny:** The unlawful taking and carrying away property of another with the intent to permanently deprive.

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

**Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Simple Assault:** An unlawful physical attack by one person upon another that does not involve a weapon, severe bodily injury, or loss of consciousness.

### ANNUAL BIAS-MOTIVATED CRIME STATISTICS FOR 2015, 2016, 2017

TYPE OF INCIDENT	ON CAMPUS			RESIDENCE HALL			PUBLIC PROPERTY			NON CAMPUS		
	2015	2016	2017	2015	2016	2017	2015	2016	2017	2015	2016	2017
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Any Other Crime Involving Bias	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	2	3	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0
Destruction of Property	1	1	0	0	0	0	0	0	0	0	0	0

2017: One on-campus Intimidation incident characterized by Racial bias, one on-campus Intimidation incident characterized by Religious bias, one on-campus Intimidation incident characterized by Sexuality bias

2016: One on-campus Intimidation incident characterized by Sexuality bias, one on-campus Intimidation incident characterized by Gender Identity bias, one on-campus Destruction of Property incident characterized by Sexuality bias

### ANNUAL FIRE SAFETY STATISTICS 2015, 2016, 2017

The Higher Education Opportunity Act became law in August 2008, requiring all U.S. academic institutions to produce an annual Fire Safety Report outlining fire safety practices, standards, and all fire-related on-campus statistics. The following details all information required by this law as it relates to Colorado College, its institutional policies related to fire safety education programs, and fire safety training programs associated with its on-campus student housing facilities.

**General Statement of Colorado College Student Resident Housing:** Most student residence halls contain integrated fire sprinkler systems and fire alarm systems that are monitored 24 hours/day, seven days/week by the Campus Safety Department and SimplexGrinnell Monitoring. These buildings also have fire extinguishers, emergency lighting, exit signs and exit doors. Buildings that are not covered with a monitored sprinkler system or fire alarm system are the Interfaith House, Synergy House, CC Inn, 1002 Weber, 1010 Weber, 233 San Rafael, and the senior cottages; however, these buildings are equipped with smoke detectors and fire extinguishers.

**FIRE SAFETY AMENITIES AT COLORADO COLLEGE**

<b>RESIDENCE BUILDING FIRE SAFETY SYSTEMS</b>								
<b>Building</b>	<b>Fire Detection System (Smoke/Heat Detectors)</b>	<b>Fire Suppression System (Sprinklers)</b>	<b>Fire Extinguishers</b>	<b>Fire Alarm Monitoring System</b>	<b>Fire Drills Conducted in 2016</b>	<b>Emergency Lighting</b>	<b>Emergency Exit Signs</b>	<b>Emergency Fire Exit Doors</b>
Antero Apartments	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Arthur House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Bemis Hall	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Blanca Apartments	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Breton Hall	Yes	No	Yes	Yes	2	Yes	Yes	Yes
CC Inn	Yes	No	Yes	No	2	Yes	Yes	Yes
Edith Gaylord House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
El Diente Apartments	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Elbert House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Haskell House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Inter Faith House	Yes	No	Yes	No	2	Yes	Yes	Yes
Jackson House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
JLK Apartments	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Lennox House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Loomis Hall	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Mathias Hall	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Max Kade House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
McGregor Hall	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Montgomery Hall	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Mullett House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Slocum Hall	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Ticknor Hall	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Windom House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
822 Weber	Yes	No	Yes	No	2	Yes	Yes	Yes
916 Weber	Yes	No	Yes	No	2	Yes	Yes	Yes
918 Weber	Yes	No	Yes	No	2	Yes	Yes	Yes
922 Weber	Yes	No	Yes	No	2	Yes	Yes	Yes
928 Weber	Yes	No	Yes	No	2	Yes	Yes	Yes

930 Weber	Yes	No	Yes	No	2	Yes	Yes	Yes
1002 Weber (Kappa Sigma)	Yes	No	Yes	No	2	Yes	Yes	Yes
1006 Weber (Synergy House 1)	Yes	No	Yes	No	2	Yes	Yes	Yes
1010 Weber (Phi Gamma Delta)	Yes	No	Yes	No	2	Yes	Yes	Yes
1018 Weber (Synergy House 2)	Yes	No	Yes	No	2	Yes	Yes	Yes
233 San Rafael (Sigma Chi)	Yes	No	Yes	No	2	Yes	Yes	Yes
Roberts House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
Heckman House	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
1115 Nevada	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes
209 Uintah	Yes	Full System	Yes	Yes	2	Yes	Yes	Yes

**Health and Safety Inspections:** The Colorado College Environmental Health and Safety Office (EHS), along with a certified independent company, annually reviews the fire systems in the residence halls and academic buildings and makes upgrades, repairs, or revisions when problems are identified. Campus Safety and EHS may also assist Residential Life and Housing Maintenance personnel with conducting additional fire/safety inspections in residence halls throughout the year. The inspections include, but are not limited to, a visual examination of sprinkler heads, smoke detectors, fire strobes and horns, fire extinguishers, exit signs, emergency lights, emergency exit doors, and other life safety systems. In addition each room will be examined for the presence of prohibited items (see list below) or prohibited activity. Residence hall staff also conduct random fire/safety inspections throughout the school year.

**Residence Hall Fire Drills and Training:** Fire drills are held once a semester for each student residence hall. Fire drills are mandatory supervised evacuations of a building under a simulated fire scenario. Fire drills are scheduled by the Residence Life staff and Campus Safety and announced at least 48 hours in advance. Everyone in the building must participate in the fire drill to the greatest extent possible. Evacuation route maps are posted in each resident room showing where the closest egress route is located. Everyone should utilize the designated fire escapes and/or all recommended emergency procedures when the fire alarm sounds.

Residence hall staff receives comprehensive fire safety training from the Colorado Springs Fire Department at the beginning of the school year. In turn, the staff and Campus Safety provide basic fire safety instructions to all students living in residence halls during the orientation at the beginning of the school year.

Basic fire safety instruction is also offered to all new employees during the New Employee Orientation program.

All existing employees are provided periodic fire safety tips through the college’s e-mail system.

**Fire Log:** A fire log is maintained on the Campus Safety website at <http://www.coloradocollege.edu/offices/campussafety/campus-crime-statistics/>. This log records data by the date that the fire was reported and any fire that occurred in an on-campus facility. This log includes the nature, date, time and general location of each fire.

**Fire Safety:** Tampering with or misusing fire and safety equipment, such as fire alarms, fire extinguishers, smoke alarms, and exit signs, or creating a false alarm poses a serious threat to life and property and will result in a fine and/or a possible suspension. The college reserves the right to take disciplinary action through the appropriate college channels and/or local law enforcement agencies. The College has recently completed a new residential facility on our East Campus which contains an integrated sprinkler system, monitored fire alarm system, stand-alone smoke alarms, fire extinguishers, emergency lighting and signage, and fire exit doors. Information on that complex will be provided next year in the Annual Security Report for 2017. As additional residential facilities are considered, all effort will be taken to comply with NFPA recommendations for residential facilities and data on those properties will be included with the Annual Security Report corresponding with the year in which they go on-line.

**FIRES REPORTED IN RESIDENTIAL BUILDINGS BY YEAR**

Building Name	Building Address	2015				2016				2017			
		Total	Damage	Injuries	Fatalities	Total	Damage	Injuries	Fatalities	Total	Damage	Injuries	Fatalities

Antero Apartments	1040 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Arthur House	1106 N Nevada	0	0	0	0	0	0	0	0	0	0	0	0
Bemis Hall	920 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Blanca Apartments	1070 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Breton Hall	1131 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
CC Inn	820 N Nevada	0	0	0	0	0	0	0	0	0	0	0	0
Edith Gaylord House	1124 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
El Diente Apartments	1158 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Elbert House	1138 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Haskell House	1196 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Inter Faith House	1004 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
Jackson House	1029 N Nevada	0	0	0	0	0	0	0	0	0	0	0	0
JLK House	1090 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Lennox House	1001 N Nevada	0	0	0	0	0	0	0	0	0	0	0	0
Loomis Hall	1104 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Mathias Hall	123 E Uintah	0	0	0	0	0	0	0	0	0	0	0	0
Max Kade House	1134 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
McGregor Hall	930 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Montgomery Hall	1030 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Mullett House	1128 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Slocum Hall	130 E Cache La-Poudre	1	1	0	0	0	0	0	0	0	0	0	0
Synergy House 1	1006 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
Synergy House 2	1018 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
Ticknor Hall	926 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
Windom House	1132 N Cascade	0	0	0	0	0	0	0	0	0	0	0	0
916 Weber	916 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
918 Weber	918 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
922 Weber	922 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
928 Weber	928 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
930 Weber	930 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
1002 Weber (Kappa Sigma)	1002 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
1010 Weber (Phi Gamma Delta)	1010 N Weber	0	0	0	0	0	0	0	0	0	0	0	0
233 San Rafael (Sigma Chi)	233 E San Rafael	0	0	0	0	0	0	0	0	0	0	0	0
822 Weber	822 N Weber	New for 2017								0	0	0	0
Roberts House	1109 N Nevada	New for 2017								0	0	0	0
Heckman House	1111 N Nevada	New for 2017								0	0	0	0
1115 Nevada	1115 N Nevada	New for 2017								0	0	0	0
209 Uintah	209 E Uintah	New for 2017								0	0	0	0

<u>Date</u>	<u>Cause</u>	<u>Estimated Property Damage Value</u>
Wednesday, February 18, 2015	White gas ignited inside of bottle on countertop	\$300.00

## **INFORMATION ON RISK MITIGATION AND FIRE SAFETY**

The following policies exist for safety purposes. Violations of these policies may result in disciplinary action and life safety fines.

- Never tamper with smoke detectors. If there is a question about whether or not a detector is working properly, immediately consult a residential life staff member or Campus Safety. If a smoke detector starts beeping occasionally, and there is no heat or smoke source, the mechanism probably needs a new battery. Contact the front desk or staff member on duty. After hours contact Campus Safety. **NEVER REMOVE A SMOKE DETECTOR!**
- Door closer mechanisms must remain on doors at all times.
- Don't abuse fire safety equipment. Report all non-functioning equipment to residence life staff.
- Keep hallways free of debris and personal items.
- Do not hang anything on the ceiling or drape materials that can cover or block lights, or smoke detectors or sprinklers.
- Do not stack belongings or furniture where it can block the flow from a sprinkler.
- Do not store items where they may block a fire exit route. This includes windows, windowsills, and hallways.
- Do not tamper with or spray fire extinguishers. These actions will cause the release of a chemical that can set off the building fire alarm.
- Do not burn any flammable items.
- Do not use or store flammable substances, such as gasoline, propane, sterno, and cleaning fluids on or near residential life areas. This category includes camping stoves and flammable supplies.
- Do not overload electrical outlets. The college recommends only one appliance per outlet, especially in the older historic buildings.
- Do not splice electrical wires or remove any outlet plates or light switches.
- Fire exit doors must remain closed when they are not being used as an exit during an emergency. Residents are responsible for keeping doors closed and unpropped.
- Do not place microfridges or refrigerators in closets. Allow for proper air circulation behind the unit.
- Do not leave running electrical appliances unattended
- Extension cords or decorative lights may not be routed under rugs or carpets, through doorways, or positioned in any manner that could present a fall or trip hazard or impede egress.
- Dispose of trash as quickly as possible.
- Flammable decorations, such as live or excessive greenery, excessive amounts of paper, and large paper decorations are prohibited.
- Keep all items at least three feet away from heating units.
- No lofts may be built or used in student housing, other than those provided.
- Candles, incense, and hookahs are not permitted.
- Open flames are not permitted without prior written authorization from Environmental Safety.

## **APPLIANCES AND ELECTRICAL EQUIPMENT**

Sharing a residential community includes sharing the utility capabilities of that facility. Outlets and overall electrical capacity in housing areas can be overloaded if misused, especially in some of the historic buildings. Students are advised to use caution and limit their use of electrical equipment in the residential buildings to minimize risk of harm to themselves and the community.

- All electrical items must be Underwriters Laboratory (UL) listed and in good operating condition.
- Appliances may not have open flames or exposed heating elements and must be rated for 1,500 watts (maximum power draw) and/or approved for 15-amp circuit.
- Permitted personal electronics include: Computer, stereo/radio, printer, razor, TV, hair dryer, fan, small lamp, cell phone charger, alarm clock, answering machines.
- The only permitted cooking related items are coffee pots, hot pots, and popcorn poppers. All these items must have an auto-matic shut-off feature in use.
- Each outlet can draw up to 20-amps. Student should distribute appliances within a room or apartment to lessen the load on individual outlets.

- Microfridges, hair dryers, and other such appliances should be plugged directly into the outlet rather than a power strip. If your outlet is a two-prong outlet, you can purchase an adapter at a local hardware store.
- Irons must have 10-minute automatic-shut-off mechanisms and should be used in common areas with ironing boards.
- Do not leave items such as irons, microwaves, and ovens unmonitored while they are in use.
- The same standards apply to the student apartments, except that they may have additional cooking items that meet the above standards in their kitchen. Permitted items are: blenders, larger refrigerators, toasters, microwave ovens, ovens, and electric grills.

## PROHIBITED ITEMS

Any item that was not mentioned above as approved is prohibited. Examples include: Electric blankets, sun and heat lamps, torchiere-style halogen lamps or other lamps at risk of causing fire, crock pots, hot plates, kegerators, toasters, grills, etc.

## SMOKING POLICY

Colorado College is committed to providing an environment for students, faculty, staff, contractors, and guests that is conducive to learning, healthy, and comfortable. Therefore, the college will maintain balance between affording non-smokers with protection from involuntary exposure to environmental smoking and expectations that may be perceived as attempts to manage the conduct and the choice of smokers. Given that philosophy and the college's compliance with the Colorado Clean Indoor Air Act, the college prohibits smoking in all college-owned, -leased or -operated buildings, and building entrances. For the purposes of this policy, references to smoking include the use of marijuana and all tobacco products (including but not limited to cigarettes, bidis, or kreteks, also called clove cigarettes). Although the Colorado Clean Indoor Air Act does not address smokeless tobacco, the college encourages all members of its community to consider the potential health risks of using such products.

- **Smoking is prohibited in entryways and all enclosed areas:**
  - Classrooms, auditoriums, work areas, private offices, conference and meeting rooms, lounges and cafeterias, hallways, medical facilities, restrooms, elevators, stairs, and stairwells
  - Vehicles owned, leased, or provided by the college
- **Smoking products of all types are prohibited in the following outdoor areas:**
  - The seating and parking areas of outdoor sports centers or fields and other venues where members of the general public assemble to witness entertainment events
  - The CC Cabin
  - Colorado College Baca Grande

## FIRE SAFETY DEFINITIONS

**Fire** – Any instance of open flame or other burning in a place not intended to contain the burning, or burning in an uncontrolled manner.

**False Alarm** – The fire alarm system was intentionally activated when no fire or danger existed, or the system malfunctioned.

**Unwanted Alarm** – The fire alarm system was activated as it was designed to do, although the ultimate cause of the alarm was false, for example, dust entering a smoke detector.

**Fire-Related Injury** – Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, faculty, staff, visitors, firefighters, Campus Safety, or any other individuals.

**Fire-Related Death** – Any instance in which a person is killed as a result of a fire, including deaths resulting from a natural or accidental cause while involved in fire control, attempting rescue or escaping from the dangers of a fire, or deaths that occur within one year of injuries sustained as a result of the fire.

**Fire Safety System** – Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire including sprinkler or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control and reduction mechanism, and fire doors and wall that reduce the spread of a fire.



**Value of Property Damage** – The estimated value of the loss of the structure and contents, in terms of cost of replacement in like kind and quantity, including contents damaged by fire, related damages caused by smoke, water and overhaul; however it does not include indirect loss such as business interruption.

## **REPORTING SMOKE OR FIRE**

If you smell smoke, contact Campus Safety immediately to investigate further, even if you do not see fire. If a minor fire appears controllable, contact Campus Safety immediately and use the fire extinguisher by directing the charge towards the base of the flame. If it is an uncontrollable fire, contact the Colorado Springs Fire Department immediately and then Campus Safety. If you find evidence that a fire occurred and has been extinguished, and you are not sure Campus Safety has already responded, notify Campus Safety to investigate and document the incident.

## **IN THE EVENT OF A FIRE**

- Alert others in the immediate area and activate the nearest fire alarm on your way out.
- Call 911. Then call Campus Safety, ext. 6911.
- Don't fight a fire if you have not been trained or if you are unsure which type of fire extinguisher to use. Most portable extinguishers are appropriate for only small, contained fires, such as a fire in a wastebasket.
- Remember never to fight a spreading or growing fire and never block your escape.
- Close doors to help prevent the fire from spreading.
- Advise emergency personnel the size and location of the fire.
- Do not re-enter a building that is on fire.
- Advise emergency personnel if you know that someone is in the building.

## **EMERGENCY EVACUATION PROCEDURES**

If a fire alarm occurs, the Colorado Springs Fire Department and Campus Safety will respond to the affected building. When a fire or other evacuation alarm sounds, follow these procedures:

- In the event of a building evacuation, all individuals who can safely do so are required to exit the building immediately.
- Take your keys and CC ID with you. Take small personal items (your backpack, briefcase, purse, etc.), if you have time.
- Carefully and calmly exit via the closet fire exit route. **DO NOT USE THE ELEVATORS.**
- Check each door for heat or hazard prior to opening. If the door feels hot or the exit path is hazardous, remain in the building.
- If there is a designated fire exit through your window, use it.
- Leave room door closed.
- Smoke is the greatest danger in a fire, so stay low to the floor and cover your mouth with a wet cloth to make breathing easier in smoky conditions.
- If you notice any individuals who cannot negotiate the exit, move them laterally away from any obvious danger to a safe place. Person with disabilities, such as those who cannot walk or who must be assisted down the stairs, may elect to remain in the building until emergency personnel arrive.
- Report the status and location of anyone remaining in the building to campus responders (Campus Safety) and public officials (Police, Fire). Repeat this message often.
- Stay together at a safe distance (300 to 500 feet, upwind) from the building until Campus Safety advises you can return to the building.
- Contain smoke or fire by closing all windows and doors to rooms, stairwell, and corridors. This will help to confine the fire and deprive it of oxygen. **DO NOT LOCK THE DOORS.**

### **If You Are Trapped Or Unable To Exit:**

- Stay calm and take steps to protect yourself.
- Close the room door(s).
- Put cloth at the bottom of the door(s).
- Call 911 (9-911 from a campus phone) and stay on the line and state your location.
- If possible, move to a room with an outside window.
- Stay where rescuers can see you through the window and wave a light-colored item to attract their attention.
- If possible open the window at the top and bottom. Be ready to shut the window quickly if smoke rushes in.
- Be patient. The rescue of occupants of large structures could take time.

## **SHELTER-IN-PLACE PROCEDURES**

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus to “shelter-in-place” means to make a shelter of the building that you are in; with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until emergency personnel tell you it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, CC ID card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter quickly at the nearest college building. If emergency personnel are on scene, follow their directions.

Follow these building emergency protocols when you receive an emergency shelter-in-place notification:

- Locate a room to shelter inside. It should be an interior room, above ground level, without windows or with the least number of windows.
- Shut and lock all windows and doors.
- Turn off lights.
- Stay away from windows and exterior doors.
- Turn off air conditioners, heaters and fans.
- Close vents to ventilation systems as you are able. (College staff will turn off the ventilation as quickly as possible).
- Move near walls or under sturdy locations (e.g., doorways or desks).
- Make a list of the people with you and alert public safety personnel of your location and/or medical emergencies by calling 911 (9-911 if calling from a campus phone).
- Make yourself comfortable.
- Await public safety personnel instruction regarding building evacuation.
- Carefully, calmly exit via route designated by public safety personnel. Leave room door closed.
- Report any symptoms of chemical exposure (e.g., mucous membrane irritation) to public officials.

Additional information about the emergency response and evacuation procedures for Colorado College can found on the Emergency Preparedness Website: <http://www.coloradocollege.edu/preparedness/>

## **MISSING STUDENT NOTIFICATION POLICY**

### **MISSING STUDENT POLICY**

This policy outlines the official notification procedures of Colorado College for missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act of 2008. The purpose of this policy is to promote the safety and welfare of members of the CC community through compliance with the requirements of the HEOA.

If a member of the CC community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Campus Safety, ext. 6707, the Student Life Office, ext. 6684 or the Office of Residential Life, ext. 6618.

Upon receiving information that a student cannot be located and may be missing, Campus Safety, in conjunction with Student Life, initiates an investigation that includes the following:

- Conduct a welfare check into the student’s room.
- Call known contacts (parents, guardians, roommates, and friends).
- Contact employers and associates, if known.
- Contact the student’s professor to ascertain the student’s recent attendance in class.
- If the student has a vehicle, the Campus Safety parking manager will attempt to locate the vehicle.

If the student cannot be located after reasonable efforts, Student Life personnel will then contact the student’s emergency contacts no later than 24 hours after the student has been determined to be missing. If a confidential contact has been listed (see below), that person must be contacted. If the missing student is under the age of 18 and is not an emancipated individual, Student Life personnel will notify the student’s parents or legal guardian.

Campus Safety will file a Missing Persons Report with the Colorado Springs Police Department to initiate an investigation for any student in on-campus housing who has been determined to be missing for 24 hours. This report must be filed in person at the Colorado Springs Police Operations Center on Nevada Avenue.

## **CONFIDENTIAL CONTACT**

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Colorado College in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Colorado College will notify that individual no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so through the Student Life Office. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement as appropriate.

## **RISK MITIGATION RECOMMENDATIONS**

Each year numerous thefts are reported on campus. Residence hall rooms left unlocked, bicycles not secured with an adequate lock, and personal property left unattended account for the majority of reports of stolen property. Incidents of violence, such as assaults and robberies, are infrequent; however, the prevention of these crimes should remain foremost in the minds of all members of the community. There is a certain amount of risk involved in nearly everything we do. These risks will vary with conditions such as time of the day or season of the year. We can reduce these risks by exercising care in our everyday activities.

Members of the CC community must assume responsibility for their own personal safety and security of their personal property. The following precautions provide guidance.

## **PERSONAL SAFETY**

- Most assaults are one-on-one. Decrease your chances of assault by walking with someone. If a friend is not available, request an escort or use the Safe Ride Service, ext. 6340.
- Avoid walking, running, or biking alone on the greenways and trails. Go in pairs.
- Avoid walking in areas with limited lighting.
- If you think you are being followed, walk toward areas that are most likely to be populated and then immediately call Campus Safety.
- Carry a whistle and don't be afraid to blow it! Never be afraid to draw attention to the fact that you feel at risk. Check with the Campus Safety Department about our whistle program.
- Tell others where you are going and when you expect to return.
- Report anyone who is acting suspiciously to Campus Safety.
- Always lock your door when in your room or apartment.
- When crossing Cascade and Nevada Avenues, make sure that cars appear to be coming to a complete stop before stepping into the street.
- Don't hide a spare key outside your room or apartment.
- Report broken locks, doors, windows, and lights to Maintenance immediately.

## **PROPERTY**

- Keep your room locked at all times even if you will be out for "just a minute."
- Don't advertise when you will return to your room with notes on your door like "I'll be back at 5:30."
- Lock your bicycle with a U-type lock to a secure bicycle rack. Take all quick-release items off your bicycle and store them in your room.
- Don't leave books or other valuable, such as purses, backpacks, or laptops, unattended for even short periods.
- Keep money and jewelry in a safe place. Use the safe that is provided in your room. Keep valuables out of sight.
- Make a record of your valuables, including serial numbers. Engrave valuables.
- Never prop doors open; anyone could walk in.
- Never lend your key to others.

## **DRIVING**

- Avoid driving in inclement weather – snow, floods, and blizzard conditions. If you must drive, learn the basics of driving in poor conditions.

- Be especially careful driving in the mountains during winter conditions. Check weather reports in advance. Be prepared to use chains and drive slowly.
- Carry an emergency kit in your car.
- Park in a well-lighted area when possible.
- Lock all vehicle doors at all times, even while driving.
- Never pick up hitchhikers.
- Keep an eye on your fuel gauge.
- Maintain your car to reduce the chances of breakdown.
- **DO NOT DRINK AND DRIVE.**

## PEDESTRIAN SAFETY TIPS

- **Be Aware of Your Surroundings:** While walking, maintain a sense of situational awareness. Keep your eyes up and refrain from texting while walking. You should keep at least one ear free and able to hear things happening around you. You can only avoid the accidents you are watching out for.
- **Use Sidewalks:** The safest place for a pedestrian is the sidewalk. If there is no sidewalk present and you have to walk on the street, walk against on-coming traffic and stay as far to the outside of the road as possible. Avoid shortcuts and alleys if possible.
- **Only Cross at the Crosswalk:** The safest place to cross a street is at a marked crosswalk. Even in areas where crosswalk signals are automatically activated, stop first and look both ways. Make sure to press the button and wait for the crossing signal to indicate it is safe to cross.
- **Always Watch for Vehicles in Both Lanes:** When crossing at a crosswalk, watch for oncoming vehicles in all lanes to make sure that they have stopped. Assume that the driver cannot see you and cross when you know that they have stopped.
- **Make Yourself Visible:** Take efforts to make yourself visible to motorists. Wear reflective clothing and carry a flashlight.

## BICYCLE / LONG BOARD SAFETY TIPS

- **Be Aware of Your Surroundings:** You should never ride a bicycle while listening to headphones. This prevents you from hearing other cyclists or motorists and increases the likelihood of an accident.
- **Always Yield to Pedestrians:** The proper place for a bicycle is on the road, riding with traffic. If you have to use a sidewalk, always yield to pedestrians. If approaching a pedestrian from behind, make your presence known and indicate on which side of the pedestrian you intend to pass.
- **Always Dismount Your Bike When Going Through a Crosswalk:** Crosswalks are for pedestrian use. Always dismount and walk your bike through a crosswalk abiding by the pedestrian rules for crosswalks as listed above.
- **Obey all Posted Traffic Regulations While Riding on the Street:** When being ridden on the street, a bicycle must obey the same laws as a car. A cyclist should ride on the right quarter of the street closest to the curb and obey all posted regulations and stop lights.
- **Make Yourself Visible:** When riding in low light conditions, make sure to take efforts to make yourself and your vehicle visible to pedestrians and motorists. Wear reflective clothing and make sure you have a functional headlamp and tail lamp.
- **Always Assume Drivers Cannot See You:** When passing a stopped vehicle or crossing at an intersection or crosswalk, always assume that drivers cannot see you. Stop, look both ways, and make sure all lanes of cross traffic have seen you and stopped. Make sure that vehicles know where you are on the road and that motorists stop before you cross.

## CLOSING COMMENTS

Colorado College strives to ensure an open and honest level of communication regarding campus crime and issues of safety, security, and fire safety in and around our campus and non-campus locations. We hope that this Report has helped you identify those resources and programs that can assist you in having a good experience at Colorado College.

In our efforts to continually enhance our effectiveness, we welcome your input regarding the Colorado College's safety and security programs and services along with the fire safety programs and services.

## **APPENDIX A—COLORADO LEGAL DEFINITIONS OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, STALKING, AND CONSENT**

### **C.R.S. § 18-3-402. Sexual assault**

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

### **C.R.S. § 18-3-404. Unlawful sexual contact**

- (1) Any actor who knowingly subjects a victim to any sexual contact commits unlawful sexual contact if:
- (a) The actor knows that the victim does not consent; or
  - (b) The actor knows that the victim is incapable of appraising the nature of the victim's conduct; or
  - (c) The victim is physically helpless and the actor knows that the victim is physically helpless and the victim has not consented; or
  - (d) The actor has substantially impaired the victim's power to appraise or control the victim's conduct by employing, without the victim's consent, any drug, intoxicant, or other means for the purpose of causing submission; or
  - (e) Repealed.
  - (f) The victim is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over the victim and uses this position of authority, unless incident to a lawful search, to coerce the victim to submit; or
  - (g) The actor engages in treatment or examination of a victim for other than bona fide medical purposes or in a manner substantially inconsistent with reasonable medical practices.
- (1.5) Any person who knowingly, with or without sexual contact, induces or coerces a child by any of the means set forth in section 18-3-402 to expose intimate parts or to engage in any sexual contact, intrusion, or penetration with another person, for the purpose of the actor's own sexual gratification, commits unlawful sexual contact. For the purposes of this subsection (1.5), the term "child" means any person under the age of eighteen years.

**C.R.S. § 18-6-800.3. Definitions (domestic violence)**

(1) “Domestic violence” means an act or threatened act of violence upon a person with whom the actor is or has been involved in an intimate relationship. “Domestic violence” also includes any other crime against a person, or against property, including an animal, or any municipal ordinance violation against a person, or against property, including an animal, when used as a method of coercion, control, punishment, intimidation, or revenge directed against a person with whom the actor is or has been involved in an intimate relationship.

(2) “Intimate relationship” means a relationship between spouses, former spouses, past or present unmarried couples, or persons who are both the parents of the same child regardless of whether the persons have been married or have lived together at any time.

**Colorado law does not contain a separate offense of “dating violence.”**

**C.R.S. § 18-3-602. Stalking**

(1) A person commits stalking if directly, or indirectly through another person, the person knowingly:

(a) Makes a credible threat to another person and, in connection with the threat, repeatedly follows, approaches, contacts, or places under surveillance that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship; or

(b) Makes a credible threat to another person and, in connection with the threat, repeatedly makes any form of communication with that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship, regardless of whether a conversation ensues; or

(c) Repeatedly follows, approaches, contacts, places under surveillance, or makes any form of communication with another person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship in a manner that would cause a reasonable person to suffer serious emotional distress and does cause that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship to suffer serious emotional distress. For purposes of this paragraph (c), a victim need not show that he or she received professional treatment or counseling to show that he or she suffered serious emotional distress.

(2) For the purposes of this part 6:

(a) Conduct “in connection with” a credible threat means acts that further, advance, promote, or have a continuity of purpose, and may occur before, during, or after the credible threat.

(b) “Credible threat” means a threat, physical action, or repeated conduct that would cause a reasonable person to be in fear for the person's safety or the safety of his or her immediate family or of someone with whom the person has or has had a continuing relationship. The threat need not be directly expressed if the totality of the conduct would cause a reasonable person such fear.

(c) “Immediate family” includes the person's spouse and the person's parent, grandparent, sibling, or child.

(d) “Repeated” or “repeatedly” means on more than one occasion.

**C.R.S. § 18-3-401. Definitions**

(1.5) “Consent” means cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent under the provisions of this part 4. Submission under the influence of fear shall not constitute consent. Nothing in this definition shall be construed to affect the admissibility of evidence or the burden of proof in regard to the issue of consent under this part 4.