



Annual Security Report

Indiana University South Bend & Elkhart
Center

September | 16

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2016 Annual Security Report for Indiana University South Bend & Elkhart Center

Annual Security Report

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act) and the safety-related requirements of the Higher Education Opportunity Act, the Indiana University Police Department (IUPD) on each Indiana (IU) campus produces an Annual Security Report. Each report includes policy statements and specific information regarding the University's procedures, practices, and programs concerning safety and security (e.g. policies for responding to emergency situations and sexual offenses). Each report also includes three years' worth of statistics for particular types of crimes that occurred on campus; in certain non-campus buildings or property owned or controlled by the University; and on public property on or immediately adjacent to the campus.

These reports are available online at <https://protect.iu.edu/police-safety/annual-reports/index.html>. You may also request a paper copy from your campus IUPD contact at:

Indiana University Police Department— South Bend Division
2002 Mishawaka Ave
South Bend, IN 46613
(574) 520-4499

Policy Statements

This section of the Annual Security Report discloses the procedures, practices, and programs IU has implemented to keep its students and employees safe and its facilities secure.

I. Reporting Crimes and Other Emergencies

All community members, including students, faculty, staff, and guests, are encouraged to accurately and promptly report all criminal or suspicious actions and any potential emergencies to the Indiana University Police Department (IUPD) or appropriate law enforcement agency, including when the victim of a crime elects to, or is unable to, make such a report. Situations occurring on campus should be reported to the IUPD. For emergencies, dial 9-1-1; if you are using a cell phone, immediately state your location. Incidents may also be reported in any of the following ways:

- Dial 4239 from any IU South Bend or Elkhart Center campus or building phone, or dial (574) 520-4239 if calling from outside the university telephone system.
- In person to the campus IUPD at 2002 Mishawaka Ave, South Bend, IN. Or in person to the Elkhart Center Security Office at 125 East Franklin Street, Elkhart, IN.
- Via the blue light telephones located on campus property.
- To a police officer, security officer, or cadet when encountered.
- Using the online Campus Security Authority Crime Report form at: <https://protect.iu.edu/machform/view.php?id=11507>.

For crimes or emergencies occurring off-campus, reports should be made to local law enforcement by either dialing 9-1-1 or visiting in person.

Clery Act crimes, as described in Appendix A of this report, should be reported to the IUPD for inclusion in the annual statistical disclosure of crimes, and for assessment for Timely Warning notifications.

Response to Report

Depending on the nature of the particular report, the IUPD dispatcher may either send an officer to the caller's location or ask the caller to come to the IUPD office to file an incident report. After the report is filed, an investigation may be conducted.

As required by law or policy, an incident report may be forwarded to other University offices for review for potential action. These offices include:

- Office of the Vice President and General Counsel
- University Title IX Coordinator
- Deputy Title IX Coordinator
- Human Resources
- Academic Affairs
- Office of Insurance, Loss, Control and Claims
- Environmental Health and Safety
- Office of Housing and Residence Life
- Office of Student Conduct
- Dean of Students

Voluntary, Confidential Reporting

If you are a victim of or witness to a crime, but you do not want to pursue action within the University system or the criminal justice system, you may still choose to make a report and request that it remain confidential. The purpose of such a report is to comply with your wish to keep your identity confidential, while also providing information to help ensure the future safety of yourself and others. An IUPD officer can file a confidential report detailing the incident without revealing your identity, to the extent allowed by state and federal laws. Certain information and details may be requested for public inspection, as stated in [Indiana Code 5-14-3](#) and as described in the Daily Crime Log section below. Using the information provided in the confidential police report, the University can: keep an accurate record of the number of incidents involving students, employees, and visitors; determine whether there is a pattern of crime with regard to a particular location, method, or assailant; and alert the University community to potential dangers. Reports filed in this manner may be counted and disclosed in the annual statistical disclosure for the University, included in the Daily Crime Log, and used for the assessment of timely warning notifications without using any personally identifiable information.

Campus Security Authorities

Many individuals throughout the University have been identified as Campus Security Authorities (CSA) and have responsibilities to inform the IUPD of specific information regarding any crimes of which they are made aware. If you make a report to a CSA, be aware of their responsibilities and clearly express any interest you have in remaining confidential. Additional information on who at the University may qualify to be a CSA can be found at <https://protect.iu.edu/police-safety/clery/csa.html>.

Pastoral and Professional Counselors

Any pastoral counselors and licensed professional counselors on campus, working in that capacity, are not considered campus security authorities (CSAs). Therefore, they are not required to

report crimes for inclusion into the annual disclosure of crime statistics. However, if they deem it appropriate, these counselors may inform students about the University's policies and procedures about reporting crimes on a voluntary basis and seeking help if they are the victim of a crime (see above section on Voluntary, Confidential Reporting).

II. Timely Warnings (Crime Notices) about Crimes

In order to promptly alert students and employees of a serious or continuing threat on or near campus, and to provide them with enough time and information to promote safety and aid in the prevention of similar crimes, IU has instituted a timely warning system. Timely Warnings at IU are called Crime Notices and may be issued for any of the Clery Act crimes, as described in Appendix A of this report, that occur on campus; in certain non-campus buildings or property owned or controlled by the University; and on public property on or immediately adjacent to the campus. Crime Notices may also be distributed for other crimes if deemed necessary by the campus IUPD Chief or their designee.

Crime Notices will be provided to students and employees in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences. For a Crime Notice to be issued, the crime must be considered a serious or continuing threat to students or employees. The campus IUPD Chief or their designee is responsible for determining the necessity of a Crime Notice and for issuing the notice to members of the IU community. If a crime occurring on campus is determined to be an immediate threat to the health or safety of students or employees, IU will follow the emergency notification procedures listed in the Emergency Notifications (Emergency Alerts) section below.

In deciding whether or not to issue a Crime Notice, the campus IUPD Chief or their designee examines the facts of each incident and considers when and where the incident occurred, when the incident was reported, and any other information available to the IUPD. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other University community members, and a Crime Notice would likely not be distributed.

Crime Notices are generally written and issued by the campus IUPD Chief or their designee. Certain details may be withheld from a notice if the information would compromise law enforcement efforts. Any details that could disclose the identity of the victim are withheld from Crime Notices. IU-Notify is generally used to send Crime Notices to members of the University community. If additional information or updates are released, they will be posted to <http://emergency.iu.edu>. Email is the primary method of Crime Notice communication, however, other means of distribution may be used, including:

- Text messages.
- Posting to Protect IU webpage updates (<http://protect.iu.edu/>).
- Posted on <http://emergency.iu.edu>.

More information on IU-Notify and instructions on how to update your contact information can be found at <https://protect.iu.edu/emergency-planning/communication/iu-notify.html>. For members of the IU community, it is suggested that you provide the best phone number to reach you and an email address in order to receive alerts and notices. You should update and verify your information regularly.

III. Emergency Notifications (Emergency Alerts)

When IU receives a report of a potential emergency or other dangerous situation occurring on or imminently threatening the campus, public safety and campus officials respond and assess each incident. Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students and/or employees, the University will immediately notify the campus community. Emergency notifications at IU are called Emergency Alerts. University officials authorized to send alerts via the emergency notification system will,

without delay and taking into account the safety of the community, collaborate to determine the content of the notification and initiate the notification system. These officials will communicate information regarding the threat either to the campus community as a whole or to the appropriate segment of the community if the threat is limited to a particular building or segment of the population. IU will not immediately issue a notification for a confirmed emergency or dangerous situation if by doing so, in the professional judgment of public safety and campus officials, it will compromise efforts to assist a victim, to contain the emergency, to respond to the emergency, or to otherwise mitigate the emergency.

IU's use of emergency response and notification procedures is not necessarily limited to crimes. An incident such as a serious gas leak, tornado, hazardous materials spill, winter storm, outbreak of a serious illness, or other hazards could also warrant the use of this protocol following confirmation by the appropriate authorities that a hazardous condition exists.

University officials authorized to send alerts via the emergency notification system include the following staff: Public Safety and Institutional Assurance officials (including IUPD and Emergency Management and Continuity personnel) and Communications/Marketing personnel. These officials will use their discretion to determine the content of the alert, specific method(s) of notification, recipients of the notification, and the sending authority. Usually, such notification will be made using the IU-Notify emergency notification system. Notification may be accomplished using a variety of messaging methods which may include one or more of the following: text messages, telephone calls, email, social media, television cable override, sirens, digital signage, website banners, face-to-face communications, and/or public address systems. If there is a need to disseminate information outside of the campus community, it can be communicated in any of the following ways:

- Posted to the IU Protect website at <https://protect.iu.edu>.
- Distributed to local news agencies.
- Posted to Facebook at <https://www.facebook.com/iuemergencyupdates/>.
- Posted to <http://emergency.iu.edu>.
- Posted to WebEOC (which provides selected information to surrounding public safety jurisdictions and the Indiana Department of Homeland Security).
- Posted as a web banner at: <http://www.iusb.edu>.
- Posters and flyers in campus buildings.

The purpose of initial emergency alerts is to put the campus community on alert. Initial alerts may contain very limited information on the nature of what is happening and specific locations. The University will provide proper follow-up information as it becomes available and as appropriate.

More information on IU-Notify and instructions on how to update your contact information can be found at <https://protect.iu.edu/emergency-planning/communication/iu-notify.html>. For members of the IU community, it is suggested that you provide the best phone number to reach you and an email address in order to receive alerts and notices. You should update and verify your information regularly.

IV. Emergency Response and Evacuation Procedures and Tests

Emergency Procedures

IU Emergency Management and Continuity (IUEMC) assists departments and campuses with developing, maintaining, and implementing emergency operations plans, developing and conducting exercises, hazard and risk education, and building partnerships with external response agencies. IUEMC is responsible for assisting with and coordinating the University's overarching mitigation, preparedness, and response and recovery programs.

Emergency response and evacuation procedures are documented in the campus Comprehensive Emergency Management Plans and Emergency Procedures and Building Emergency Action Plans. Evacuation route maps are posted in hallways throughout campus buildings. Procedures for

potential emergencies can be found at: <https://protect.iu.edu/emergency-planning/procedures/index.html>.

Tests, Drills, and Exercises

Announced and/or unannounced drills are scheduled and executed annually to test evacuation and emergency procedures.

An announced test of the IU-Notify emergency notification system is conducted at least once per calendar year. This test also publicizes the <https://protect.iu.edu> website, which contains information about emergency procedures.

Each test, drill, and exercise is designed to evaluate IU's emergency plans and capabilities and is documented in writing. The documentation includes a description of the test/drill/exercise, the date held, the time started and ended, whether the test/drill/exercise was announced or unannounced, and includes any follow-through activities designed for assessment and evaluation of emergency plans and capabilities.

Campus tests, drills, and exercises performed in the calendar year for this report include:

Description of Event (ie name of exercise)	Date	Start Time	End Time	Announced or Unannounced
Tornado Drill	03-19-15	10:18am	10:24am	Announced
Tornado Drill	03-19-15	7:36pm	7:51pm	Announced
Fire Drill – whitewater, oxbow, riverview, crew.	09-01-15	4:40pm	4:55pm	Unannounced
Fire Drill – community bldg., bridge, watershed, creek, portage.	09-02-15	4:38pm	4:50pm	Unannounced

V. Daily Crime Log

The Daily Crime Log includes records of criminal incidents and alleged criminal incidents that have been reported to the Indiana University Police Department (IUPD) on each campus. The Daily Crime Log entries contain more detail than the Annual Crime Statistics Disclosure. It includes all crimes, not just those reported for Clery Act purposes. It also includes crimes that occur within the IUPD's patrol jurisdiction, which may be broader than on-campus. Information may not be included in the log if prohibited by law or if the disclosure would jeopardize an ongoing investigation. If you would like to see your campus' Daily Crime Log, you can do so at:

- Online at https://www.iusb.edu/police/crime_log%202.php
- In-person at: IUPD-SB offices 2002 Mishawaka Ave. South Bend, IN. 46615

VI. Security of and Access to Campus Facilities

IU campuses are open to the public. During business hours, most buildings are open to students, parents, employees, contractors, guests, and invitees; however, there may be restricted areas that are not accessible without permission from a university representative. On evenings and weekends, certain buildings are open for scheduled classes, events, or meetings. Some buildings may stay open 24 hours or have hours that vary at different times of the year. Buildings will be closed according to schedules developed by the department responsible for the building. When a building is closed, only faculty, staff, and students with specific authorization are permitted inside. Emergencies may necessitate changes to any posted schedules.

Academic and Administrative Building Access

Campus security and access controls include:

IU South Bend Campus

- University departments provide campus police with access rosters or after-hours passes authorizing access to restricted areas. When a building is closed, only faculty, staff, and students with specific authorization are permitted inside.
- Regular building hours for the IU South Bend campus are listed on the police department website (<https://www.iusb.edu/police>), which may also be accessed from the University homepage (<http://www.iusb.edu>).
- Numerous academic, cultural and social activities take place on the IU South Bend campus throughout the year, and individual building hours may vary.

Elkhart Center

- Building hours at the Elkhart Center are generally 8:00 a.m. to 10:00 p.m. Monday through Thursday, and 8:00 a.m. to 5:00 p.m. Friday, or 15 minutes past the last class ending time.
- Office hours for center staff vary by semester and the center staff should be contacted for current times.
- Computer lab hours also vary by semester, students should contact center staff for lab hours.
- No after-hours access is allowed once the building is closed.

Campus Residence Access

Special considerations for campus residence access include:

IU South Bend Campus

- IU South Bend student housing is restricted to residents and their approved guests. Each resident has card access to the apartment buildings and a door key for their apartment and individual bedroom.
- Safety, security, sleep and study are fundamental principles of on-campus living. Visitation privileges must be respected to maintain a community conducive to learning and growth. Residents may entertain guests in their apartments with prior approval of their apartment-mate(s).
- A roommate may declare his or her bedroom off-limits to guests at any time.
- Residents are expected to take responsibility for their guests' behavior. Residents will be held responsible for any policy violations committed by their guests.
- Guests are to be accompanied by a host at all times.
- Guests are not permitted in apartment or common spaces when a host or hostess is not present.
- Unescorted guests will be required to leave the premises immediately.
- No guest under the age of 18 is permitted in campus housing at any time unless accompanied by a parent or guardian. Exceptions to this policy include guests at registered recruitment events, registered University programs, and members of the University community.
- Overnight guests may visit for a period not to exceed three (3) nights total in any month. These nights may be used separately or consecutively.
- Residents are limited to two (2) overnight guests at a time. Housing and Residence Life reserves the right to alter visitation privileges.
- All guests who will be on-campus after 12:00 a.m. and all overnight guests must register at the River Crossing front desk. If after 12 a.m., resident(s) with an overnight guest(s) must contact the RA on duty.

- All guests not registered must vacate student housing before 1:00 a.m.
- To register a guest, resident and guest must present photo identification. A staff member will record the guest and resident's information in the guest log.
- Guests are not permitted past 12:00 a.m. during the winter break between semesters and also during spring break.

Elkhart Center

- The Elkhart Center does not have campus residences.

VII. Security Considerations for the Maintenance of Campus Facilities

IUPD officers patrol campus buildings and grounds regularly. If officers notice any unsafe conditions, such as poor lighting, they report such conditions to the appropriate campus administrators for correction.

Members of the campus community are encouraged to report safety issues to the IUPD or one of the following:

- During normal business hours, Facilities Management Department– (574) 520-4386
- After hours, IUPD South Bend – (574) 520-4239

A very strong commitment to campus security and safety is maintained through regular inspection of the following:

- IUPD and facilities/physical plant employees constantly look for and report problems with lighting, locks, security equipment, and for other public safety hazards as they perform their daily duties.
- Members of the campus community are encouraged to report any exterior lighting deficiencies to IUPD. A comprehensive survey of all exterior lighting is conducted on a semi-annual basis.
- Facilities Management checks interior lighting regularly. Members of the campus community are encouraged to report any interior lighting deficiencies to IUPD or Facilities Management/physical plant.
- IUPD checks exterior doors and locking hardware regularly.
- Some exterior doors on campus are locked and secured each evening by IUPD personnel or by facility services/physical plant personnel.
- Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. IUPD regularly patrols campus and checks that pathways are well lit, and that other hazards are addressed. Report shrubs or trees that might create an unsafe area as well as poor lighting to facility services/physical plant.
- IUPD reports malfunctioning lights and other unsafe physical conditions to facilities services/physical plant for correction. Other members of the University community are helpful when they report equipment problems to IUPD or facilities services/physical plant.
- Campus buildings and grounds are patrolled regularly.
- Emergency telephones are surveyed quarterly for deficiencies.

VIII. Missing Student Notification

IU's policy is to thoroughly investigate all reports of missing persons, and to ensure that all missing person notifications to law enforcement and others are made promptly and in accordance with applicable state and federal law.

If a student who resides in on-campus housing is believed to be missing, University staff must report it immediately to the IUPD. The IUPD will obtain a report and initiate an investigation. If the

IUPD determines that a student has been missing for more than 24 hours, the IUPD will notify local law enforcement and inform the student’s designated contact person(s) no more than 24 hours after the student is determined to be missing. If circumstances warrant, IUPD may initiate these procedures if the student has been missing for less than the 24-hour time frame.

Any student residing in on-campus housing may identify both an emergency contact and a contact who will be notified should the student be determined missing by IUPD, and this information should be updated regularly. If a student has identified such a person, the IUPD will notify that person no more than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated person, the IUPD will notify the student’s parent or legal guardian in addition to the students designated contact.

Contact information will be registered confidentially for all students, will be accessible only to authorized campus officials, and will not be disclosed unless needed in a missing student investigation. A student can register their missing student contact information by:

- Contacting the Office of Housing and Residence Life located in the River Crossing Community Center:

1735 Titan Drive
 South Bend, IN 46613
living@iusb.edu
 (574) 520-5805

Information about the missing person will be entered into the National Crime Information Center (NCIC) within two hours of being received by police. This information will also be sent to any police department near the location where the missing student was last seen and to any law enforcement agency requested by the reporting party, provided the officer considers the request to be reasonable.

IX. Crime Prevention and Security Awareness

The IUPD, along with many other IU departments, uses a variety of media to provide information about crime prevention, to publicize campus security procedures and practices, and to encourage community members to be responsible for their own security and for the security of others.

Campus security and fire safety procedures are specifically discussed during new student orientation. In addition, representatives from the IUPD, the Office of Environmental Health and Safety (EHS), and the Office of Emergency Management and Continuity (IUEMC) participate in forums, engage in town hall meetings, and are available by request to address student and employee questions and to explain University security, public safety, and fire safety measures. Members of the IUPD conduct presentations about crime prevention and general security and safety awareness upon request. Information typically provided includes crime prevention tips; statistics on crime at IU; fire safety information; information about campus security procedures and practices; and encouragement to all community members to be responsible for their own security and for the security of others. IU also offers ongoing educational programs to promote awareness and prevention of domestic violence, dating violence, sexual assault, and stalking. More information about these programs can be found in the Dating Violence, Domestic Violence, Sexual Assault and Stalking (Sexual Misconduct) section of this report.

Campus security awareness and crime prevention programs include:

Description of Program	Frequency	Contact/Additional Information
Screening and panel discussion of the documentary <i>The Hunting Ground</i>	One event on: April 28, 2015	Contact April Lidinsky

Screening of The Hunting Ground documentary about sexual assault on college campuses. Followed up by a discussion led by a panel of university and student leaders talking about what I.U. South Bend is doing to prevent and respond to sexual assault and intimate partner violence.		Dept. Women's and Gender Studies (574) 520-4528
Laura Zam Consent Workshop: How to Create a Consent Performance That Will Really Matter This is a workshop that teaches students how to create a comprehensive performance that teaches fellow students about consent practices. By exploring issues related to assault prevention students will be able to choose specific language, scenarios and subject matter to best resonate with fellow classmates.	One event on: October 14, 2015	Contact April Lidinsky Dept. Women's and Gender Studies (574) 520-4528
IUSB BRAVE Training Training for students to help understand consent, know how to be active bystanders who can safely interrupt / prevent sexually harmful behaviors and have the opportunity to become an IUSB BRAVE peer leader who helps to facilitate future trainings.	During the year as scheduled	Contact April Lidinsky Dept. Women's and Gender Studies (574) 520-4528
Campus Security Authority (CSA) training informs CSAs about their reporting responsibilities under the Clery Act and provides information on how to report crimes.	Available online through Expand anytime	IU Public Safety iups@iu.edu

X. Campus Law Enforcement/Indiana University Police Department (IUPD)

Enforcement Authority and Jurisdiction

The IUPD employs sworn police officers who are certified by the State of Indiana and who meet state-mandated training requirements. These officers have full police powers, including the power to arrest, as granted by the State of Indiana ([IC 21-39-4](#)), and have access to national and state law enforcement computer networks.

IUPD also employs non-sworn security officers who provide additional patrols on campus. These non-sworn officers do not have the power to arrest nor do they have the power to enforce Indiana law. They report crimes that they observe to the sworn officers.

Both sworn and non-sworn IUPD officers have primary jurisdiction on any real property owned or occupied by the University, including the streets passing through and adjacent to such property. These officers also have the power to assist university officials in the enforcement of IU's rules and regulations. In addition, IUPD officers who have been certified by the State of Indiana as required by Indiana Code [21-39-4-6\(a\)\(2\)](#) are authorized to exercise their police powers throughout the State of Indiana, consistent with Indiana law, and subject to certain terms and restrictions contained in the [University's Exercise of Extended Jurisdiction by Officers of the Indiana University Police Department](#) policy.

On an as needed basis, for events occurring on campus, the University will retain contracted security personnel through approved security companies. Contracted security personnel do not have the power to arrest nor do they have the power to enforce Indiana law. They report crimes they observe to sworn officers. Contracted security personnel will report violations of institutional policy to the IUPD. Their jurisdiction is limited to the location and space described in the agreement for service.

Working Relationship with State and Local Enforcement Agencies

By resolution of the Indiana University Board of Trustees, and consistent with Indiana law, University police are authorized to exercise police powers beyond their primary jurisdiction in certain circumstances, as described in the policy linked in the Enforcement Authority and

Jurisdiction section directly above. The IUPD maintains a cooperative working relationship with municipal and county law enforcement agencies in the geographic areas in which campuses are located, as well as with Indiana State Police and Federal agencies. When investigating alleged criminal offenses, the IUPD cooperates with the appropriate law enforcement agencies and other criminal justice authorities.

These cooperative working relationships include:

- South Bend Police Department – Written Memorandum of Understanding (MOU) in place.
- St. Joseph County Special Victims Unit – No written MOU.
- Elkhart Police Department – No written MOU.

IUPD officers normally investigate all criminal offenses that occur in the IUPD's primary jurisdiction and work with the staff of cooperating agencies when incidents arise that require joint investigative efforts, resources, crime-related reports, and exchanges of information. The officers of IUPD and cooperating agencies communicate regularly at the scene of incidents that occur in and around the campus. Meetings may be held between the IUPD and cooperating law enforcement agencies for purposes of sharing information on both a formal and informal basis. Local and state police agencies provide back-up assistance for any emergency that might require extensive police services. Any law enforcement officer may come onto campus at any time; just as IUPD officers have powers to arrest, law enforcement officers from other agencies can arrest students and visitors on campus for violations of law within their agencies' jurisdictions. In addition, the University has the responsibility of advising the appropriate authorities of violations of civil or criminal law committed by anyone on campus. The University will report violations either when a request for specific information is made or when there is a danger to life or property.

XI. Crimes at Non-Campus Locations

The IUPD uses University records to identify and monitor activity at non-campus property. Non-campus property, for this purpose, is defined as (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. The IUPD sends annual requests to the law enforcement agencies with jurisdiction over these locations to request crime statistics and to be alerted when a serious or ongoing threat is occurring at any non-campus location.

If IU students are implicated in criminal activity occurring off-campus, including non-campus locations of student organizations officially recognized by IU (with or without housing facilities), the law enforcement agency with jurisdiction may notify the IUPD; however, there is no official policy requiring such notification. Students in these cases may be subject both to arrest by the law enforcement officers and to the University's disciplinary action through:

Laura Whitney
Director, Office of Student Conduct
(574) 520-5524
lewhitne@iusb.edu

IU South Bend operates no off-campus housing or off-campus student organization facilities.

XII. Alcohol and Drugs

The possession, use, sale, manufacturing or distribution of any controlled substance, including alcohol, on the IU campus is governed by the University's [Substance Free Workplace Policy](#), [Substance-free Workplace for Academic Appointees Policy](#), [IU Code of Student Rights, Responsibilities, and Conduct](#), [Requirements for Service of Alcoholic Beverages on Indiana University Premises Policy](#), and the laws of the State of Indiana. The Indiana Alcoholic Beverage Commission (ABC) oversees state laws regarding the possession, use, sale, consumption, or furnishing of alcohol. However, the enforcement of alcohol laws on campus is primarily the responsibility of the IUPD. IU has been designated "drug free," and the consumption of alcohol on campus is only permitted under certain circumstances as set forth by University policy. The provision of and service of alcoholic beverages must be completely catered by an established firm which is currently licensed by the State of Indiana Alcoholic Beverage Commission with an "off-premises" permit. All persons engaged in the service must be agents of the licensed caterer. In addition, no alcoholic beverages may be served for any group of undergraduate students of the University, or for any function where it is reasonable to expect consumption by persons under the age of twenty-one years.

IU prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol on IU property or as part of any IU sponsored activities. The illegal possession, use, sale, manufacture, or distribution of any controlled substance is against IU policy and enforced under both state and federal laws. The IUPD proactively enforces these laws and University policies, including state underage drinking laws. Violators may be subject to University disciplinary action, criminal prosecution, fine, and/or imprisonment. Additional information and resources can be found on [Protect IU](#).

Underage Drinking

It is unlawful to sell, furnish, or provide alcohol to a person who is under the age of 21. The possession of alcohol by anyone under 21 years of age is illegal. Organizations or groups violating alcohol/substance policies or laws, [Indiana Code \(IC 7.1-5-7-8\)](#), may be subject to sanctions by the University.

Please note that under [Indiana's Lifeline Law \(IC 7.1-5-1-6.5\)](#), individuals are afforded immunity against certain charges for alcohol related crimes in connection with a report of a medical emergency, so long as they cooperate with law enforcement at the scene.

Alcohol and Drug Programs

IU is committed to promoting the health and safety of its campus community through drug and alcohol education, prevention, and awareness programs and the implementation of relevant policies. Current education, prevention and awareness programs include:

Name of Program	Description	Contact/Additional Information
<i>My Student Body</i>	MyStudentBody is an online risk reduction course. The course covers information on drugs, alcohol, sexual violence, and other health and wellness issues that can affect students and their success.	See article for more information at: https://kb.iu.edu/d/avui .
<i>Educational Outreach</i>	Educational programming is available upon request and/or offered by various offices at the University. Contact the offices on the right for more information.	Health and Wellness Center Student Counseling Center

<p>Employee Assistance Program (EAP)</p>	<p>The IU Employee Assistance Program (EAP) is a voluntary program that provides professional, confidential counseling to help individuals bring their life into better balance, is offered at no cost to eligible IU employees. Indiana University encourages individuals with alcohol or other drug related problems to seek assistance through their health care provider or the EAP. Full-time Academic and Staff employees, Medical Residents, and eligible Graduate Appointees and Fellowship Recipients are eligible to use the services of the EAP. Covered individuals also include household members.</p> <p>HR also provides information to employees related to FMLA as it covers time off associated with employee rehabilitation.</p>	<p>Employee Assistance Program 888-234-8327</p> <p>University Human Resources</p>
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Legal Sanctions

A description of applicable legal sanctions under local, state (Indiana), or federal law for the unlawful possession or distribution of illicit drugs and alcohol is found below.

- Laws governing the production, possession, storage, sale, delivery, transportation, or financing of alcohol and drugs are set forth in the Indiana Code.
 - Offenses Related to Controlled Substances ([Indiana Code 35-48-4](#))
 - Alcohol and Tobacco-Crime and Infractions ([Indiana Code 7.1-5](#))
- Federal laws and sanctions concerning distribution and penalties can be found at: <http://www.dea.gov/druginfo/ftp3.shtml>.

Health Risks

Fact sheets describing the health effects to your body and brain while using drugs and alcohol can be found on the Drug Enforcement Administration's website at: <http://www.dea.gov/druginfo/factsheets.shtml>.

Resources

IU encourages members of the community who may be experiencing difficulty with drugs or alcohol to utilize one of the following resources:

Resource	Contact information	Availability
Student Counseling Center	Student Counseling Center Indiana University South Bend Administration Building 230A 1700 Mishawaka Avenue South Bend, IN 46634 (574) 520-4125.	On-Campus/students only
Employee Assistance Program (EAP)	http://www.indiana.edu/~uhrs/benefits/eap.html (888) 234-8327	University/full-time faculty and staff
Oaklawn South Bend	Madison Center At Washington St 415 E Madison St, South Bend, IN 46617 (574) 283-1234	Community
Oaklawn Elkhart	2600 Oakland Ave, Elkhart, IN 46517 (574) 533-1234	Community

Alcoholics Anonymous	818 East Jefferson Blvd. Suite A South Bend IN 46617 (574) 234-7007	Community
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University/Campus Disciplinary Sanctions

IU will impose disciplinary sanctions on students and employees who violate IU policy, state law and/or federal laws, up to and including expulsion or termination of employment and referral for prosecution.

University and Campus Policies

Violators of IU policies are subject to the provisions of applicable laws as well as University disciplinary actions, which may include sanctions such as eviction from campus housing, revocation of other privileges, or suspension, expulsion, or termination from the University. Disciplinary action may also be taken to protect the interests of the University and the rights and safety of others.

University and campus policies pertaining to the possession, use, and sale of alcohol and controlled substances are outlined in:

- Section II of the IU Code of Student Rights, Responsibilities, and Conduct located at <http://www.iu.edu/~code/code/index.shtml>.
- The IU policy on a Substance-free Workplace (for all staff and hourly employees) located at <http://policies.iu.edu/policies/categories/human-resources/conduct/substance.shtml>. The IU policy on Substance-free Workplace for Academic Appointees located at <http://policies.iu.edu/policies/categories/academic-faculty-students/conditions-academic-employment/substance-free-workplace-acad-appointees.shtml>.
- The IU policy on Requirements for Service of Alcoholic Beverages on Indiana University Premises located at <http://policies.iu.edu/policies/categories/financial/insurance-loss-control-claims/FIN-INS-10-requirements-for-service-of-alcoholic-beverages-on-indiana-university-premises.shtml>.
- IU South Bend Academic Handbook at <https://www.iusb.edu/academic-senate/academichandbook2007.pdf>.
- IU South Bend Drug Free Campus Policy at <https://www.iusb.edu/finaid/docs/drugfreecampuspolicy.pdf>.
- IU South Bend Residence Hall Policies and Procedures at <https://www.iusb.edu/housing/policies/index.php#alcohol>.

XIII. Dating Violence, Domestic Violence, Sexual Assault and Stalking (Sexual Misconduct)

Indiana University prohibits discrimination on the basis of sex or gender in its educational programs and activities, including the crimes of dating violence, domestic violence, sexual assault, and stalking as those terms are defined for the purposes of the Clery Act, as well as in the state of Indiana and under Indiana University Policy. In addition, prohibited conduct includes sexual harassment, all forms of sexual violence and sexual exploitation. Such behaviors are against the law and are unacceptable behaviors under Indiana University policy.

Definitions

The following definitions are applicable in the state of Indiana and for Indiana University; these are not the same definitions used when reporting crime statistics, as stated in the Crime Statistics Disclosure section of this report. The definitions used for counting crime statistics as set by the Clery Act are located in Appendix A of this report.

Domestic Violence (IC 5-26.5-1-3)

The [Indiana University Sexual Misconduct Policy](#) defines Domestic Violence as:

Includes conduct that is an element of an offense under [Indiana Code 35-42](#) (which includes crimes against a person) or a threat to commit an act described in [Indiana Code 35-42](#) by a person against a person who:

- (1) is or was a spouse of;
- (2) is or was living as if a spouse of;
- (3) has a child in common with;
- (4) is a minor subject to the control of; or
- (5) is an incapacitated individual under the guardianship or otherwise subject to the control of the other person regardless of whether the act or threat has been reported to a law enforcement agency or results in a criminal prosecution.

Domestic Battery (IC 35-42-2-1.3)

The Indiana Code defines Domestic Battery as:

- (a) Except as provided in subsections (b) through (f), a person who knowingly or intentionally:
 - (1) touches a family or household member in a rude, insolent, or angry manner; or
 - (2) in a rude, insolent, or angry manner places any bodily fluid or waste on a family or household member; commits domestic battery, a Class A misdemeanor.
- (b) The offense under subsection (a)(1) or (a)(2) is a Level 6 felony if one (1) or more of the following apply:
 - (1) The person who committed the offense has a previous, unrelated conviction:
 - (A) for a battery offense included in this chapter; or
 - (B) in any other jurisdiction, including a military court, in which the elements of the crime for which the conviction was entered are substantially similar to the elements of a battery offense included in this chapter.
 - (2) The person who committed the offense is at least eighteen (18) years of age and committed the offense against a family or household member in the physical presence of a child less than sixteen (16) years of age, knowing that the child was present and might be able to see or hear the offense.
 - (3) The offense results in moderate bodily injury to a family or household member.
 - (4) The offense is committed against a family or household member who is less than fourteen(14) years of age and is committed by a person at least eighteen (18) years of age.
 - (5) The offense is committed against a family or household member of any age who has a mental or physical disability and is committed by a person having the care of the family or household member with the mental or physical disability, whether the care is assumed voluntarily or because of a legal obligation.
 - (6) The offense is committed against a family or household member who is an endangered adult (as defined in IC 12-10-3-2).
- (c) The offense described in subsection (a)(1) or (a)(2) is a Level 5 felony if one (1) or more of the following apply:
 - (1) The offense results in serious bodily injury to a family or household member.
 - (2) The offense is committed with a deadly weapon against a family or household member.
 - (3) The offense results in bodily injury to a pregnant family or household member if the person knew of the pregnancy.
 - (4) The person has a previous conviction for a battery offense:
 - (A) included in this chapter against the same family or household member; or Indiana Code 2016
 - (B) against the same family or household member in any other jurisdiction, including a military court, in which the elements of the crime for which the conviction was

entered are substantially similar to the elements of a battery offense included in this chapter.

- (5) The offense results in bodily injury to one (1) or more of the following:
- (A) A family or household member who is less than fourteen (14) years of age if the offense is committed by a person at least eighteen (18) years of age.
 - (B) A family or household member who has a mental or physical disability if the offense is committed by an individual having care of the family or household member with the disability, regardless of whether the care is assumed voluntarily or because of a legal obligation.
 - (C) A family or household member who is an endangered adult (as defined in IC 12-10-3-2).

(d) The offense described in subsection (a)(1) or (a)(2) is a Level 4 felony if it results in serious bodily injury to a family or household member who is an endangered adult (as defined in IC 12-10-3-2).

(e) The offense described in subsection (a)(1) or (a)(2) is a Level 3 felony if it results in serious bodily injury to a family or household member who is less than fourteen (14) years of age if the offense is committed by a person at least eighteen (18) years of age.

(f) The offense described in subsection (a)(1) or (a)(2) is a Level 2 felony if it results in the death of one (1) or more of the following:

- (1) A family or household member who is less than fourteen (14) years of age if the offense is committed by a person at least eighteen (18) years of age.
- (2) A family or household member who is an endangered adult (as defined in IC 12-10-3-2).

Dating Violence

Indiana does not have a law that defines Dating Violence. The definition in the University Sexual Misconduct Policy and provided below is based on the VAWA definition [42 U.S.C. 13925\(a\)](#).

Dating Violence is violence committed by any person who is or has been in a relationship of a romantic or intimate nature. The existence of such a relationship will be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interactions between the persons involved in the relationship.

Sexual Assault

The [Indiana University Sexual Misconduct Policy](#) defines sexual assault as:

Sexual assault is committed when an individual subjects another person to sexual penetration without the consent of the person, and/or by force. Sexual assault is also committed when an individual touches the intimate area of another person (i.e., genitals, breasts, buttocks) or intentionally touches another person with any of these body parts, for the purpose of sexual arousal or gratification of either party without the consent of the person, and/or by force.

Rape (IC35-42-4-1)

The Indiana Code defines Rape as:

(a) Except as provided in subsection (b), a person who knowingly or intentionally has sexual intercourse with another person or knowingly or intentionally causes another person to perform or submit to other sexual conduct (as defined in IC 35-31.5-2-221.5) when:

- (1) the other person is compelled by force or imminent threat of force;
- (2) the other person is unaware that the sexual intercourse or other sexual conduct (as defined in IC 35-31.5-2-221.5) is occurring; or
- (3) the other person is so mentally disabled or deficient that consent to sexual intercourse or other sexual conduct (as defined in IC 35-31.5-2-221.5) cannot be given; commits rape, a Level 3 felony.

(b) An offense described in subsection (a) is a Level 1 felony if:

- (1) it is committed by using or threatening the use of deadly force;

(2) it is committed while armed with a deadly weapon;
(3) it results in serious bodily injury to a person other than a defendant; or
(4) the commission of the offense is facilitated by furnishing the victim, without the victim's knowledge, with a drug (as defined in IC 16-42-19-2(1)) or a controlled substance (as defined in IC 35-48-1-9) or knowing that the victim was furnished with the drug or controlled substance without the victim's knowledge.

Sexual Misconduct ([Indiana University Sexual Misconduct policy UA-03](#))

IU has defined sexual misconduct as stated below; all acts that fall under this definition use the same disciplinary procedures and are defined in the [University Sexual Misconduct Policy \(UA-03\)](#).

Sexual Misconduct: includes sexual harassment, sexual violence, dating violence, domestic violence, sexual exploitation and stalking. For purposes of [UA-03](#), sex or gender based discrimination is considered sexual misconduct.

Stalking ([IC 35-45-10-1](#))

A knowing or an intentional course of conduct involving repeated or continuing harassment of another person that would cause a reasonable person to feel terrorized, frightened, intimidated, or threatened and that actually causes the victim to feel terrorized, frightened, intimidated, or threatened. The term does not include statutorily or constitutionally protected activity.

Consent, in reference to sexual activity ([Indiana University Sexual Misconduct policy UA-03](#))

Indiana does not have a definition for consent. The definition provided is Indiana University's definition.

Consent is an agreement expressed through affirmative, voluntary words or actions, and mutually understandable to all parties involved, to engage in a specific sexual act at a specific time:

- Consent can be withdrawn at any time, as long as it is clearly communicated.
- Consent cannot be coerced or compelled by force, threat, deception or intimidation.
- Consent cannot be given by someone who is incapacitated.
- Consent cannot be assumed based on silence, the absence of “no” or “stop”, the existence of a prior or current relationship, or prior sexual activity.

Incapacitated

A person is incapable of consent if they are unable to *understand the facts, nature, extent, or implications* of the situation due to drugs, alcohol, a mental disability, being asleep or unconscious, or based on their age (pursuant to Indiana law).

Consent does not exist when the individual initiating sexual activity *knew or should have known* of the other person's incapacitation.

Prevention and Awareness Programs

IU offers ongoing educational programs to promote awareness and prevention of domestic violence, dating violence, sexual assault, and stalking. These education programs include: (1) a statement that the University prohibits dating violence, domestic violence, sexual assault and stalking; (2) the definition of these terms, as well as the definition of consent in reference to sexual activity; (3) information about safe and positive options for bystander intervention; (4) information on risk reduction; and (5) information on University policies and procedures concerning sexual misconduct. Education and awareness programs may also include programming, initiatives,

strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking. Educational programs will also include information on how and where to report incidents of sexual misconduct and available resources. Efforts will be made to ensure that educational programs are culturally relevant and inclusive of the diverse communities and identities found on each IU campus.

Primary prevention and awareness programs offered to incoming students include:

Program	Additional Information
<p>MyStudentBody online educational program MyStudentBody is an online risk reduction course offered to new IUSB students, covering content on alcohol, drugs, and sexual violence. MyStudentBody takes an evidence-based (BASICS), comprehensive approach to prevention. MyStudentBody is designed to reduce risky student behavior using strategies that research has shown are most effective: motivational, attitudinal, and skill-building interventions. As part of MSB's "Essentials" Course, Sexual Violence Prevention includes articles designed to both help prevent sexual violence from occurring and help students who have experienced sexual violence. MyStudentBody does pre and post testing to evaluate what students learned through the program.</p>	<p>Student Services (574) 520-4270</p>
<p>New Student Orientation New and transfer students were given information about Title IX and IU South Bends policy on Sexual Misconduct. New and transfer students were given information about consent. New and transfer students were informed about IU South Bend's alcohol policies.</p>	<p>Student Services (574) 520-4270</p>

Primary prevention and awareness programs offered to new employees include:

Program	Additional Information
<p>University Employee Sexual Misconduct Training Beginning in July 2015, the University made available to all employees an online training module titled "Sexual Misconduct Training: Understanding Title IX and the University's Policies & Procedures." All employees are instructed on how to access and take the training module. In addition, all employees that the University has designated as "Responsible Employees" (based on Title IX guidance) are required to take the online module on an annual basis, and new employees are required to take the training upon joining the university.</p> <p>The module contains important information to inform employees about the University's prohibition and response to all forms of sexual misconduct. This includes key definitions (including sexual assault, dating violence, domestic violence, stalking, and consent), information on bystander intervention and risk reduction, signs of abusive relationships, an overview of the University process, and what happens when information regarding an incident of sexual misconduct is brought to the University's attention. The module also explains reporting options and the specific reporting obligation of those employees designated as Responsible Employees.</p>	<p>The Office of Student Welfare & Title IX titleix@iu.edu</p>

On-going prevention and awareness campaigns for all students and employees include:

Program	Additional Information
<p>Student Athlete Orientation Student athletes were given information about Title IX and IU South Bend's policies regarding sexual misconduct. Students were given information about IU South Bend's alcohol policies. Students were given information about consent. Students were given information about the effect of alcohol on the ability of a person to consent to sexual activity.</p>	Affirmative Action & Campus Diversity aaoffice@iusb.edu
<p>Coaching Staff Orientation An explanation of Title IX and the obligation of employees to report to the Title IX office any allegations of misconduct which violates IU South Bend's Title IX policy.</p>	Affirmative Action & Campus Diversity aaoffice@iusb.edu
<p>RA Training Training on the Sexual Misconduct Policy and the obligation of employees to report misconduct the Deputy Title IX Coordinator.</p>	Affirmative Action & Campus Diversity aaoffice@iusb.edu
<p>IUSB Brave Bystander Intervention Training To create a caring campus community and teach IUSB students about sexual consent, rape culture, and how to become an active bystander who can safely interrupt/prevent potential sexual assaults/sexual violence.</p>	Student Counseling Center (574) 520-4125
<p>Consent Performances Consent presentation and workshop led by Laura Zam open to all students. Students also received University resource materials.</p>	Women's and Gender Studies (574) 520-5509
<p>Sex Signals (Catharsis Productions) The Sex Signals improve group gave a performance at IUSB as part of the campus programming to end sexual violence on campus.</p>	Women's and Gender Studies (574) 520-5509
<p>Discussion with Andrew Pino and Annie Clark Pino and Clark are the co-founders of End Rape on Campus and brought complaints against the University of North Carolina at Chapel Hill for Title IX violations. Their efforts are described in the recent film The Hunting Ground. They gave a talk at St. Mary's College and IUSB students were invited through the Women's and Gender Studies Program.</p>	Women's and Gender Studies (574) 520-5509
<p>Let's Talk Sex Education: Community Climate and Coalitions for Change!: Workshop & Lecture A Lecture and Workshop open to the public, hosted at IUSB. The workshop was led by Dr. Jessica Fields and the objectives were:</p> <ul style="list-style-type: none"> • To better understand the national, state, and local contexts of changing sexuality education debates. • To discuss the perceptions and realities of educational policies, guidelines, and practices in our state and area. • To collaborate with workshop participants on the needs of our community, barriers to addressing those needs, and proposals for action to effect positive developments in health education in our community. 	Women's and Gender Studies (574) 520-5509
<p>It's On Us Student Leader Conference on Sexual Assault On Saturday, October 24th Indiana University hosted the first It's on Us Student Leaders Conference on Sexual Assault at the IUPUI Campus Center. The Conference created an opportunity for students to learn about different sexual violence prevention efforts throughout the state, to connect with student leaders from institution of higher education across Indiana, and to assist student leaders to in identifying ways to work collectively to help end campus sexual assault. Students, Faculty, and staff were all invited.</p>	Student Services (574) 520-4270
<p>Faculty Department Trainings Trainings for faculty in a variety of Departments, including information about the policy and conduct process, as well as the resources available on the stopsexualviolence.iu.edu website.</p>	Office of Student Conduct conduct@iusb.edu

Additional information and resources about the University's efforts to prevent sexual violence can be found at <http://stopsexualviolence.iu.edu>.

Safe and Positive Options for Bystander Intervention

The Clery Act defines bystander intervention as, "Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene."

All members of the IU community have a responsibility to create a safe, supportive, and inclusive learning environment. Bystander Intervention involves taking action in a situation when another individual needs help. This includes when someone may be at medical risk due to using drugs or alcohol, or vulnerable to sexual or intimate partner violence. To actively intervene, follow these steps:

1. **Notice the event.** Pay attention to your surroundings.
2. **Interpret the event as a problem.** Recognize that someone is being taken advantage of, vulnerable, or in danger. When in doubt, trust your gut, and intervene at the earliest possible point.
3. **Take personal responsibility to intervene.** If you don't intervene, it is unlikely that anyone else will.
4. **Decide how you are going to intervene.** Try not to put yourself at risk or make the situation worse.
5. **Decide to intervene.** Take action and intervene at the earliest possible point. If you are not able to fully intervene in a situation, consider responding by asking the victim if they need help or assistance, contacting the police, or seeking out others for assistance.

Types of Intervention:

- **Direct intervention:** Directly addressing the situation in the moment to prevent harm.
- **Delegation:** Seeking help from another individual. This may be someone who is in a role of authority, such as a police officer or campus official.
- **Distraction:** Interrupting the situation without directly confronting the offender by distracting the offender's attention or directing the potential victim away from the situation.

Most importantly, **"If you see something, say something!"**

Risk Reduction

The Clery Act defines risk reduction as, "Options designed to decrease perpetration and bystander inaction; increase empowerment for victims in order to promote safety; and help individuals and communities address conditions that facilitate violence." Sexual assault, like all other forms of violence, is **never** the fault of the person assaulted. Below are some general safety tips to consider that may help you avoid or escape situations where someone is trying to harm or take advantage of you sexually or physically:

1. Be aware of your surroundings.
2. Listen to your intuition. If you feel like something is wrong, it probably is. Try to get out of the situation.
3. Don't be afraid to make a scene and yell, scream, or run for protection.
4. Remember, alcohol and drugs can impair your perceptions and reactions. Be especially careful when you drink, and when you're with someone who has been drinking.

5. Watch your beverage at all times. Date rape drugs are tasteless, colorless, and odorless. Victims don't know they have ingested these drugs until the effects are well under way.
6. Go with a group of friends when you go out to a party or to the bars, and look out for each other.
7. Speak up or call authorities if you see someone who could be in trouble.

Healthy, Unhealthy, and Abusive Relationships

A relationship is healthy if each involved is supported in being the person they want to be. A relationship that limits, manipulates, or damages a person's sense of self is unhealthy and can be harmful or abusive. Be honest when assessing your relationship on the following factors – you owe it to yourself!

- **Mutual respect** means valuing your partner for who they are, not who you want them to be or become, and receiving the same from your partner. Does your partner say, do, and believe things that you can support? Or, is one of you trying to change the other?
- **Trust** is present if you can share your thoughts and feelings with another person without fear of being hurt physically, cognitively or emotionally. Can you be yourself without fear of criticism or judgment? Can your partner trust you in the same way?
- **Honesty** is about being truthful in your words. Do you tell the truth? Do you believe what your partner tells you?
- **Support** means helping your partner in being his or her best, and feeling you get the same in return.
- **Fairness/equity** – Do you almost always give? Or give in? Do you expect your partner to do it your way? Healthy relationships involve give and take, compromise, and negotiation by all parties.
- **Separate identities** – Relationships are healthy when each individual shares their true self with their partner. Each continues to grow both in and out of the relationship. If you feel like you are losing yourself or your unique identity, you may be in a harmful relationship.
- **Effective communication is essential** – Don't get caught in the trap of believing your partner should know what you want, need, mean, or feel. Humans are rarely good mind readers, especially in intimate relationships. Do you and your partner take time to communicate? Does your partner really listen and work to understand you? Do you do this for your partner?

Harmful and abusive behaviors may come in many forms, and may include the following:

- **Intimidation** – actions, gestures, looks used to make another fearful
- **Emotional abuse** – name calling or humiliation causing the other to feel unworthy
- **Isolation** – limiting interactions and information in order to establish control
- **Minimizing/Denying/Blaming** – making light of the abusive behaviors causing the other to doubt their own feelings or perceptions
- **Dominance** – treating another as a lesser being and controlling all decisions
- **Economic abuse** – limiting another's access to work, money, food, or other resources to exert control
- **Coercion or Threats** – making threats to harm someone in order to control another's behaviors

Here are some rules for healthy sexual relationships:

- It is the responsibility of the person initiating sexual contact to ask for and clearly receive consent before acting.

- If someone is impaired by alcohol or another substance, that person is considered unable to make clear decisions about consent.
- If your partner expresses uncertainty or says no, it is your responsibility to STOP. Healthy sexual relationships are based on continuous communication about consent.

Written Notification to Student and Employee Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking (regardless if the offense occurred on or off campus), Indiana University will provide written notification to the student and/or employee victim about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other available resources and services on campus and in the community. Written notification will also be provided about the victim's options for the involvement of appropriate local law enforcement, including the option to notify law enforcement authorities, be assisted by campus authorities in notifying such law enforcement authorities if the individual chooses, and the option to decline notifying such authorities. These resources include the following:

Resource	Contact Information	Availability
Health Service		
IU Health Center	Campus Health and Wellness Center Student Activities Center 130 (574) 520-5557	On-Campus/Students, employees, and local community members
Memorial Hospital and Health Systems	615 N Michigan St. South Bend, IN 46601 (574) 647-1000	Community
Saint Joseph Regional Medical Center	5215 Holy Cross Parkway, Mishawaka, IN 46545 (574) 335-5000	Community
Counseling and Mental Health Service		
Indiana University South Bend Student Counseling Center	Administrative Building 230A 1700 Mishawaka Ave (574) 520-4125	On-Campus/Students
Employee Assistance Program (Provides professional and confidential counseling to full time employees, medical residents, and graduate appointees and their household members.)	http://www.indiana.edu/~uhrs/benefits/eap.html (888) 234-8327	University Full time faculty and staff
S-O-S Family Justice Center	533 North Niles Ave. South Bend, IN (574) 234-6900 (574) 289-HELP (24 hour crisis line)	Community
Legal Resources		
St. Joseph County Bar Association	(574) 235-9657	Community
Elkhart County Bar Association	(574) 294-7491	Community
Financial Aid Resources		
Office of Financial Aid	Education and Arts Building 2003 1002 S. Ester Street Post Office Box 7111 South Bend, IN 46634-7111 sbfinaid@iusb.edu (574) 520-4357	On-Campus
VISA and Immigration Resources		
Office of International Student Services	(574) 520-4419	On-Campus/Students

Written notification will also be provided to victims about the University disciplinary procedures, as well as their rights and options. This written notification is located in Appendix D of this report.

Protective Measures

Students and employees who report being a victim of sexual misconduct, including dating violence, domestic violence, sexual assault or stalking, will also be provided written notification for options and requesting assistance in changing academic, living, transportation, and working situations, as well as information about other available protective measures. This written notification is located in Appendix D of this report. If reasonably available, the University will make requested accommodations, regardless of whether the victim chooses to report the crime to University police or local law enforcement. The University will maintain as confidential any accommodations or protective measures provided, to the extent maintaining such confidentiality would not impair the ability of the institution to provide accommodations or protective measures. Appropriate and reasonably available protective measures may be available regardless of whether the victim chooses to report the crime to campus or local law enforcement.

To request a change in academic, living, transportation, working situation or other protective measures, contact:

Karen White
Associate Vice Chancellor for Student Services & Dean of Students
(574) 520-4477

Laura Whitney
Director, Office of Student Conduct
(574) 520-5524

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

Procedures a Victim should follow if a crime of Domestic Violence, Dating Violence, Sexual Assault or Stalking Occurs

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible. In Indiana, evidence may be collected even if you choose not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where the individual was assaulted if the offense occurred within the past 96 hours. This may allow evidence to be preserved that may assist in proving that the alleged criminal offense occurred/ is occurring, or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Victims of sexual assault, domestic violence, stalking, and/or dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, and other communications, as well as keeping pictures, logs or other copies of documents, if they have any, that would be useful to University adjudicators/investigators and/or police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, and/or obtaining protection orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, they nevertheless should consider speaking with the IUPD or other law enforcement to

preserve evidence in the event that the victim decides to report the incident to law enforcement or the University at a later date. This may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order.

Reporting the Incident

If you are the victim of any violence, including dating violence, domestic violence, sexual assault, or stalking, get help immediately. There are several reporting options available, including reporting to campus and local law enforcement, reporting to designated campus officials (see below), and/or filing a Title IX complaint. Under Title IX of the Education Amendments of 1972, sexual harassment, including sexual violence, is considered prohibited sex discrimination. Campus reporting options are listed below.

Contact type	Contact Information
Law Enforcement	Indiana University Police Department IU South Bend Campus 2002 Mishawaka Ave South Bend, IN (574) 520-4499 Elkhart Center Security Office (574) 520-4499
Campus Authorities	Office of Student Conduct Administration Building 1700 Mishawaka Avenue South Bend, IN (574) 520-4477 judicial@iusb.edu
Title IX Coordination	University Title IX Coordinator Emily Springston, Chief Student Welfare & Title IX Officer (812) 855-4889 Title IX Deputy Coordinators Title IX Contact for Reports about Student Behavior Marty McCampbell, Director Office of Affirmative Action & Campus Diversity (574) 520-4524

Retaliation against anyone who makes a report of sexual misconduct is prohibited by University policy.

Involvement of Law Enforcement

Although the University strongly encourages all members of its community to report crimes to law enforcement (including on campus law enforcement and/or local police), it is the victim's choice whether or not to make such a report. Furthermore, victims have the right to decline to notify law enforcement. However, the following University offices will assist any victim with notifying law enforcement if the victim so desires.

Contact type	Contact Information
Campus Authorities	Office of Student Conduct Administration Building 1700 Mishawaka Avenue South Bend, IN (574) 520-4477 judicial@iusb.edu

Title IX Coordination	<p><u>University Title IX Coordinator</u> Emily Springston, Chief Student Welfare & Title IX Officer (812) 855-4889</p> <p><u>Title IX Deputy Coordinators</u> Title IX Contact for Reports about Student Behavior Marty McCampbell, Director Office of Affirmative Action & Campus Diversity (574) 520-4524</p>
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If you choose to report the incident to the IUPD, an officer will take a statement from you regarding what happened. The officer will ask you to describe the assailant(s) and may ask questions about the scene of the crime, any witnesses, and what happened before and after the incident. If you wish, you may have a support person with you during the interview. **IMPORTANT:** Reporting an incident to the police is a separate step from choosing to prosecute. By filing a report, you are **NOT** obligated to continue with legal proceedings or University disciplinary action. (See “Requests for No-University Action” under Confidentiality and Privacy). However, prosecutors could still decide to bring charges and/or the University may still choose to subject the respondent to disciplinary proceedings.

There are numerous reasons to report to the IUPD, including:

- Assisting the victim and helping the victim access necessary resources;
- Taking actions to prevent further victimization, including issuing a crime notice to warn the campus community of an impending threat to safety;
- Apprehending the assailant;
- Collection and preservation of evidence necessary for prosecution;
- Seeking justice for the wrong that has been done to the victim; and
- Having the incident recorded for purposes of reporting statistics about incidents that occurred on campus.

If a crime did not occur on University property, IUPD can still assist in contacting the appropriate law enforcement agency.

Protection Orders

IU will recognize all valid orders of protection, no contact orders, restraining orders, or similar lawful orders. If you have a valid order, please inform the IUPD to place the order on file. IUPD has authority to enforce violations of valid lawful orders of protection, no contact orders, restraining orders, or similar lawful orders. In addition, IUPD can serve the respondent of a court order of protection if the respondent is on campus. If you need to file a Petition for an Order of Protection, you can do so at the Family Justice Center of St. Joseph County and the Victim Assistance Services of Elkhart County. To learn more about protection orders or to get assistance with filing, contact the Indiana Coalition Against Domestic Violence (ICADV) hotline at 1.800.332.7385.

- Family Justice Center of St. Joseph County (574) 234-6900.
- Victim Assistance Services of Elkhart County (574) 523-2237.

Student victims may also request changes in University classroom, academic, and/or living arrangements; these requests will be granted when such changes are reasonably available.

The University may also impose a No Contact Order during and following disciplinary proceedings for sexual misconduct.

Procedures the University Will Follow with Reports of Sexual Misconduct

The University's institutional disciplinary procedures consist of a prompt, fair and impartial process from the initial investigation to the final result. Investigators and adjudicators, including members of any appeals boards, are trained at least annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the complainant and promotes fairness and accountability.

The Sexual Misconduct Policy includes the following "Summary of Rights for the Complainant and Respondent in Sexual Misconduct Procedures" which includes:

- To be fully informed of University policies and procedures as well as the nature and extent of all alleged violations contained within the allegation.
- To be treated with respect by University officials.
- To have an advisor present during a University sexual misconduct proceeding, investigation meeting, or related meeting. The role of the advisor will be limited to being present only; they will not be allowed to speak during any University sexual misconduct proceeding, investigation meeting, or related meeting.
- Adequate, reliable, and impartial investigation and appropriate resolution of all reports of sexual misconduct.
- To be informed by the University of options to notify proper law enforcement authorities including on-campus and local police, and the option to be assisted by campus authorities in notifying proper law enforcement, if the individual chooses.
- To be notified of available counseling, mental health, academic, legal and other support services, both at the University and in the community.
- To have allegations investigated by individuals who are properly trained to investigate and resolve allegations of sexual misconduct.
- Equitable participation in the investigation and disciplinary process, including the opportunity to identify witnesses and other appropriate evidence.
- To the use of the preponderance of the evidence standard (more likely than not) in determining responsibility.
- The right to appeal as set forth in these procedures.

As indicated in the above summary of rights for both parties, under the Sexual Misconduct Policy and procedures, the Complainant and Respondent may have the advisor of their choice present at any point of the disciplinary process.

To the extent possible, the Complainant and the Respondent will be notified simultaneously in writing of the outcome and results of any disciplinary proceedings, any changes to the results before they are final, as well as when the results are final. The Complainant and the Respondent will also be notified simultaneously in writing of the University's procedures for the complainant or the respondent to appeal the decision.

The University will, upon written request, disclose to the alleged victim of a crime of violence (as defined in section 16, of title 18, United States Code), or non-forcible sex offense (Incest or Statutory Rape), the results of any disciplinary hearing conducted by the University against the student who is the alleged perpetrator of the offense. If the alleged victim is deceased as a result of the crime or offense, the University will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Institutional Disciplinary Procedures

Incidents of Student Sexual Misconduct

Appendix B contains the procedures that apply when handling cases that involve dating violence, domestic violence, sexual assault, stalking, and all forms of sexual misconduct when the accused is a student.

Incidents Involving Allegations of Faculty or Staff Sexual Misconduct

Appendix C contains the procedures that apply when handling cases that involve dating violence, domestic violence, sexual assault, stalking, and all forms of sexual misconduct when the accused is faculty and staff.

Sanctions

The University may impose sanctions on the respondent following a final determination of responsibility following University disciplinary procedures.

Possible sanctions for cases in which **students** are found in violation of the Student Code for acts of sexual misconduct include (see Appendix B):

- formal warnings,
- behavioral assessment and/or counseling,
- required educational training,
- disciplinary probation,
- deferred suspension,
- suspension, and/or
- permanent expulsion.

For employees, the University may impose any of the following sanctions (see Appendix C):

1. Level One Sanctions include sanctions that do not directly modify job duties or actual salary, such as informal discussions, additional training, periodic review, letter to personnel file (other than to promotion and tenure dossier which is included in Level Two Sanctions below). Level One Sanctions shall not be appropriate in the event the respondent was found responsible for sexual assault or other sexual violence.
2. Level Two Sanctions include sanctions that directly modify job duties, salary or job status, including withholding compensation, consideration in tenure or promotion decisions, suspension and termination.

Dating violence, domestic violence, sexual assault and stalking may be found to be criminal acts, which may also subject the perpetrator to criminal or civil penalties under federal and state laws.

Confidentiality and Privacy

Confidential Employees

Certain University employees – based on their own professional licensure and the nature of their role on campus – are available to speak with individuals about incidents of sexual misconduct and maintain the individual's desire for anonymity and absolute confidentiality. These confidential employees are exempt from the reporting requirements that apply to responsible employees. Individuals who desire anonymity in discussing and seeking assistance about sexual misconduct should contact and/or be referred to a confidential employee.

The University's confidential employees include, but are not limited to:

- Licensed, professional mental health counselors working in that capacity, and those they supervise;
- Health care professionals and staff located in on-campus health care centers; and
- Any staff or specialists on a campus specifically designated as non-professional sexual assault advocates.

Certain specifically identified non-professional student advocates and health center staff do not have to share identifying information unless you provide your consent. However, they are obligated to provide non-identifying information regarding the nature, date, time, and general location of the incident for purposes of compiling aggregate annual crime statistics and assessing the need to alert the University community of potential dangers.

Note, faculty, staff and other employees who are licensed mental health workers or are licensed medical workers, but who are not working in that capacity, such as faculty members in psychology, social work, nursing, etc., are not confidential employees under this policy. The University shall identify and publicize confidential employees. See the Stop Sexual Violence website at <http://stopsexualviolence.iu.edu/help/confidential.html> as well as the following chart for available confidential employees on each University campus. You should discuss your desires regarding the sharing of information with any University employee with whom you speak to ensure you understand their reporting obligations and what information they may be required to share.

Contact type	Contact Information
Counseling and Psychological Services	Student Counseling Center Administration Building, Room 230A 1700 Mishawaka Ave, South Bend, IN 46634 (574) 520-4125

Privacy

The University is committed to safeguarding the privacy of the parties in a manner consistent with the objective to effectively investigate and prevent incidents of sexual misconduct. In all cases, the University will share the parties' information and details of the allegation only with University officials, law enforcement personnel, and other individuals who have a legitimate administrative or legal reason to be so informed. Records will not be disclosed outside the University unless required by law or subpoena.

All individuals with knowledge of an alleged incident of sexual misconduct are expected to safeguard the privacy of those involved and should refrain from discussing the incident with anyone other than appropriate University officials and law enforcement.

To protect privacy, the University completes publicly available recordkeeping, including Clery Act reporting and disclosures, *without* the inclusion of personally identifying information about the victim.

Requests for No-University Action

If an individual discloses that they have experienced an incident of sexual misconduct to a responsible employee, but requests that the University not investigate the particular incident, requests that no disciplinary action be taken, requests that the alleged perpetrator not be notified, or makes any similar request, the University will consider such request(s), and in general work to honor them. The responsible employee must still report the information to the designated officials, but also convey the individual's desired request(s). The University will weigh such request against its obligation to provide a safe, non-discriminatory environment for all students, including the individual who experienced the sexual misconduct. If the University determines that it is able to honor the individual's request(s), the individual should understand that the University's ability to meaningfully investigate the incident and/or respond appropriately may be limited.

The University has designated the following individual(s) to evaluate an individual's request for no or limited action by the University in connection with a report of sexual misconduct: the Title IX

and Deputy Title IX Coordinator(s), in consultation with relevant administrators on each campus and University legal counsel, where appropriate.

Please note that under Indiana law, any person who has a reason to believe a person under the age of 18 is a victim of abuse or neglect, including relationship violence or assault, must make a report to the Indiana Department of Child Services and/or to local law enforcement. In addition, the University also requires that faculty, staff, students, volunteers, and other University personnel report any suspected abuse or neglect of minors on Indiana University property or as part of an Indiana University program to the IU Superintendent of Public Safety. This information will be shared with the Indiana Department of Child Services.

XIV. Obtaining Registered Sex Offender Information

Effective January 1, 2003, Zachary's Law requires sheriff's departments to jointly establish and maintain the Indiana Sheriffs' Sex Offender Registry to provide detailed information about individuals who register as sex or violent offenders. The purpose of the registry is to inform the general public about the identity, location, and appearance of sex and violent offenders who live, work, or study in Indiana. Under the federal Campus Sex Crimes Prevention Act, any sex offender who is already required to register in any U.S. state must provide notice to any institution of higher education in the state(s) in which that person is employed, carries on a vocation, and/or is a student.

- The Indiana Sex and Violent Offender Registry can be accessed via: <http://www.icrimewatch.net/indiana.php>.
- The National Sex Offender Registry links public state, territorial, and tribal sex offender registries together and can be accessed via: <http://www.nsopr.gov/>.

XIV. Preparation of Disclosure of Crime Statistics

The IUPD prepares a disclosure of crime statistics and publishes it as part of this Annual Security Report by October 1 each year, adding new statistics for the previous year. Three years' worth of statistics are included for certain types of crimes, as defined in the Clery Act, that were reported to have occurred: on campus; in certain non-campus buildings or property owned or controlled by the University; or on public property on or immediately adjacent to the campus. Reported crimes that occur in IU owned or controlled housing that are occupied by students, or in IU owned or controlled student apartments, are reported as occurring in on-campus residential units, a subset of the reported crimes already included in the on-campus category. Reports of crimes and attempted crimes are listed according to the calendar year in which the crime was reported, as required by the Clery Act, as are arrests and referrals for illegal alcohol, drug, and weapons violations.

Statistics are based on IUPD records and those gathered annually by written request from cooperating law enforcement agencies and campus security authorities, including, but not limited to:

- South Bend Police Department
- Mishawaka Police Department
- Elkhart City Police Department
- St. Joseph County Police Department
- Elkhart County Sheriff's Department
- Indiana State Police Department
- Secretaría de Seguridad Pública del Distrito Federal, Mexico
- Policía Municipal del Municipio de Oaxaca, Mexico
- Secretaría de Seguridad Pública del Estado de Puebla, Mexico
- Holborn Police Department, London
- Edinburgh Police Department, London
- Delegacion de la Fuerza Publica Nicoya, Costa Rica
- Police Headquarters (Questura), Florence, Italy

- Municipality of Puebla Public Security and Traffic Clerk’s Office, Colonia Rancho Colorado
- General District Attorney Office of the State of Puebla, Colonia Ladriellera de Benitez

Although the following sources are not required by law to provide statistics for this report, statistical information, which contains no personal identifying information, is also requested from:

- Indiana University South Bend– Student Counseling Center

Each year, enrolled students, faculty, and staff are notified via email when the new Annual Security Report is available, which is generally on or before October 1. Prospective students and prospective employees are notified of the report during application processes.

Statistics are reported using the Uniform Crime Reporting (UCR) Program and other definitions determined in the Clery Act. These definitions are listed in Appendix A of this report.

Disclosure of Annual Crime Statistics

I. 2015 Crime Statistics

Criminal Offenses– IU South Bend Campus

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non-Campus	Public Property
Murder/Non Negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Rape	1	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	1	0	0	0
Motor Vehicle Theft	4	0	0	0
Arson	0	0	0	0

**Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.*

Criminal Offenses– Elkhart Center

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non-Campus	Public Property
Murder/Non Negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0

**Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.*

VAWA Offenses– IU South Bend Campus

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non-Campus	Public Property
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	3	0	0	0

*Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.

VAWA Offenses– Elkhart Center

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non-Campus	Public Property
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	0	0	0	0

*Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.

Arrests and Referrals for Disciplinary Action– IU South Bend Campus

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non-Campus	Public Property
Liquor Law Arrests	24	23	0	0
Drug Law Arrests	15	1	0	5
Weapons Law Arrests	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	52	51	0	0
Drug Law Violations Referred for Disciplinary Action	1	1	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0

Arrests and Referrals for Disciplinary Action– Elkhart Center

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non-Campus	Public Property
Liquor Law Arrests	0	0	0	0
Drug Law Arrests	0	0	0	0
Weapons Law Arrests	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0

Hate Crimes– IU South Bend Campus

There were zero (0) hate crimes reported in 2015.

Hate Crimes– Elkhart Center

There were zero (0) reported hate crimes in 2015.

Unfounded Crimes– IU South Bend Campus

There was 1 unfounded crime in 2015.

Unfounded Crimes– Elkhart Center

There were zero (0) unfounded crimes in 2015.

II. 2014 Crime Statistics

Primary Crimes– IU South Bend Campus

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non- Campus	Public Property	Unfounded Crimes
Murder/Non Negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Rape	1	0	0	1	0
Fondling	1	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Robbery	1	0	0	2	0
Aggravated Assault	0	0	0	0	0
Burglary	1	1	0	0	1
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Liquor Law Arrests	1	1	0	0	0
Drug Law Arrests	11	7	0	1	0
Weapons Law Arrests	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	11	11	0	0	0
Drug Law Violations Referred for Disciplinary Action	20	20	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0	0

**Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.*

Primary Crimes– Elkhart Center

Offense	On Campus	Non-Campus	Public Property	Unfounded Crimes
Murder/Non Negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Liquor Law Arrests	0	0	0	0
Drug Law Arrests	0	0	0	0
Weapons Law Arrests	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0

Domestic Violence, Dating Violence, and Stalking– IU South Bend Campus

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non-Campus	Public Property	Unfounded Crimes
Domestic Violence	1	1	0	0	0
Dating Violence	0	0	0	0	0
Stalking	3	2	0	0	0

**Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.*

Domestic Violence, Dating Violence, and Stalking– Elkhart Center

Offense	On Campus	Non-Campus	Public Property	Unfounded Crimes
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	0	0	0	0

Hate Crimes– IU South Bend Campus

There were zero (0) hate crimes reported in 2014.

Hate Crimes– Elkhart Center

There were zero (0) hate crimes reported in 2014.

III. 2013 Crime Statistics

Primary Crimes– IU South Bend Campus

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non-Campus	Public Property
Murder/Non Negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex Offenses, Forcible (Rape, Sodomy, Sexual Assault with an object, Fondling)	0	0	0	0
Sex Offenses, Non Forcible - Incest	0	0	0	0
Sex Offenses, Non Forcible - Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	2	0	0	0
Motor Vehicle Theft	1	0	0	0
Arson	0	0	0	0
Liquor Law Arrests	8	8	0	0
Drug Law Arrests	2	1	0	3
Weapons Law Arrests	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	24	24	0	0
Drug Law Violations Referred for Disciplinary Action	4	1	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0	0

*Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.

Primary Crimes– Elkhart Center

Offense	On Campus	Non-Campus	Public Property
Murder/Non Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offenses, Forcible (Rape, Sodomy, Sexual Assault with an object, Fondling)	0	0	0
Sex Offenses, Non Forcible - Incest	0	0	0
Sex Offenses, Non Forcible - Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Liquor Law Arrests	0	0	0
Drug Law Arrests	0	0	0
Weapons Law Arrests	0	0	0
Liquor Law Violations Referred for Disciplinary Action	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0
Weapons Law Violations Referred for Disciplinary Action	0	0	0

Domestic Violence, Dating Violence, and Stalking– IU South Bend Campus

Offense	On Campus (includes residential facilities)	Residential Facilities*	Non-Campus	Public Property
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	1	0	0	0

*Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.

Domestic Violence, Dating Violence, and Stalking– Elkhart Center

Offense	On Campus	Non-Campus	Public Property
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

Hate Crimes– IU South Bend Campus

There were zero (0) hate crimes reported in 2013.

Hate Crimes– Elkhart Center

There were zero (0) hate crimes reported in 2013.

Annual Fire Safety Report

In compliance with the fire-related requirements of the Higher Education Opportunity Act, the IU Office of Insurance, Loss Control & Claims (INLOCC) provides an Annual Fire Safety Report for each IU campus that has on-campus student housing including information on policies, procedures and programs concerning fire safety. The Annual Fire Safety Report is located at the following link. You may also request a paper copy by contacting INLOCC via phone at 812-855-9758.

<https://inlocc.webhost.iu.edu/CAS/FireReporting/AnnualFireSafetyReport-IUSB2015.pdf>

Appendix A - Crime Definitions

Definitions for *Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons: Carrying, Possessing, etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations* are from the *Summary Reporting System (SRS) User Manual* from the FBI's Uniform Crime Reporting (UCR) program. The definitions of *Fondling, Incest, and Statutory Rape* are from the FBI's *National Incident-Based Reporting System (NIBRS) Data Collection Guidelines* edition of the UCR. Hate Crimes are classified according to the FBI's *Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual*. Definitions for the categories of *Domestic Violence, Dating Violence and Stalking*, are obtained from the *Violence Against Women Act of 1994* and repeated in the Department's *Clery Act* regulations.

- Murder/Non-negligent Manslaughter: the willful (non-negligent) killing of one human being by another.
- Manslaughter by Negligence: the killing of another 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.
- 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.
- Sex-Offenses – Forcible: any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. Including: forcible rape, forcible sodomy, sexual assault with an object, forcible fondling. (2013 stats only)
- Sex Offenses – Non-forcible: unlawful, non-forcible sexual intercourse. Including: incest and statutory rape. (2013 stats only)
- Robbery: taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- Aggravated Assault: an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- Burglary: the unlawful entry of a structure to commit a felony or a theft.
- Motor Vehicle Theft: the theft or attempted theft of a motor vehicle.
- Arson: any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

- Hate Crimes: a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability. Hate Crimes reported include all of the crimes listed above, plus larceny/theft, simple assault, intimidation and destruction/damage/vandalism of property that are motivated by bias.
 - Larceny-Theft: the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.
 - Simple Assault: an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
 - Intimidation: to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
 - Destruction/Damage/Vandalism of Property: to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

- Domestic Violence: a felony or misdemeanor crime of violence committed—
 - (A) By a current or former spouse or intimate partner of the victim;
 - (B) By a person with whom the victim shares a child in common;
 - (C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 - (D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or

- (E) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- Dating Violence: violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
 - (i) For the purposes of this definition—
 - (A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
 - (B) Dating violence does not include acts covered under the definition of domestic violence.
 - Stalking: engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
 - (A) Fear for the person's safety or the safety of others; or
 - (B) Suffer substantial emotional distress.
 - (i) For the purposes of this definition—
 - (A) *Course of conduct* means two or more acts, including, but not limited to, 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.
 - (B) *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
 - (C) *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.
 - Arrest: persons processed by arrest, citation or summons.
 - Referred for Disciplinary Action: the referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.
 - Weapons: Carrying, Possessing, etc.: the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.
 - Drug Abuse Violations: the violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.
 - Liquor Law Violations: the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Appendix B – Procedures for Responding to Incidents of Student Sexual Misconduct

The University will promptly respond to all reports of sexual misconduct alleged against a University student following the procedures outlined in this policy. Allegations of sexual misconduct

by students will be addressed by the Sexual Misconduct Policy and the Code of Student Rights, Responsibilities and Conduct (“Student Code”). Students may be charged according to specific code violations under the Student Code, which will reference the Sexual Misconduct Policy.

Any individual reporting they have been a victim of sexual violence will be informed of how to, and provided assistance in, making a criminal complaint with the appropriate law enforcement agency. The pursuit of criminal charges may be in addition to (or instead of) pursuing cases through the University process. Individuals who identify as victims/survivors and all members of the Indiana University community are also encouraged to visit the Stop Sexual Violence website at <http://stopsexualviolence.iu.edu> for more information on reporting, campus resources and services available on their campus.

Throughout the process, the parties will have equal opportunities to present information, have advisors present, and pursue an appeal, if applicable. The University will have as a priority the interests of all parties involved, in regard to fairness, dignity, privacy, and due process.

The investigation and determination of responsibility will generally be concluded within 60 days of the report, absent special circumstances.

1. Investigation: Upon receipt of a report of sexual misconduct by a victim/survivor (hereinafter referred to as “complainant”) or third party, and following an initial assessment to determine whether it falls within the scope of the Sexual Misconduct Policy and rises to the level of an allegation of sexual misconduct, the University will take immediate and appropriate steps to investigate the incident. If the complainant requests confidentiality or asks that the complaint not be pursued, the University will take all reasonable steps to investigate and respond to the incident consistent with those requests, keeping in mind that the University must weigh such requests against its obligation to provide a safe, non-discriminatory environment for all students, including the complainant.
 - a. If sexual misconduct proceedings are initiated, the Investigator(s) will notify the complainant and the student alleged to have engaged in sexual misconduct (hereinafter referred to as “respondent”). The respondent will be provided a date by which an appointment must be made to discuss the matter. The respondent shall be informed of the allegations made against them and shall be provided the opportunity to respond.
 - b. The investigation may include, but is not limited to, interviews with the complainant, the respondent, and other witnesses identified as having information relevant to the allegations made, as well as the examination of written statements by the parties, relevant documents, and other relevant information. Information for the investigation may be provided by complainants, respondents, witnesses identified by any party, or the University. Any person believed to have information relevant to an investigation may be contacted and requested to make an appointment to discuss the matter. The University shall determine what information and evidence will be included in the Investigation File.
 - c. Failure to comply with a request to make and/or keep an appointment related to an investigation may result in a disciplinary hold being placed on a student’s account and/or the initiation of student conduct charges for failure to comply.
 - d. All members of the University are expected to cooperate with the investigative process. Failure to do so may result in disciplinary measures pursuant to applicable University policy and procedure.
 - e. Following their investigation, the Investigator will provide their Preliminary Investigation Report to the parties. At that time, the parties will be provided access to the Investigation File. The parties will be provided 10 calendar days to review the

- Preliminary Investigation Report and the Investigation File and provide any clarifying information to the Investigator. This period of 10 days will be the final opportunity for parties to submit any additional information to the Investigator.
- f. At the conclusion of the 10-day period, the Investigator will review the information submitted by either party and determine whether and to what extent to incorporate such information into a Final Investigation Report.
 - g. At that time, the Investigator will determine the appropriate charge(s), if any, under the Sexual Misconduct Policy and the Student Code to be placed on respondent, and include the charge(s) in their Final Investigation Report. If the Investigator places a charge(s), the Final Investigation Report will be submitted to the hearing panel for the determination of responsibility, and the parties will be provided the Final Investigation Report and notified of next steps of the sexual misconduct process. If the Investigator determines that there is insufficient evidence to support placing a charge, the parties will be provided the Final Investigation Report and notified that no charges will be placed and the case has been closed.
2. Acceptance of Responsibility:
 - a. In cases where the respondent expresses a willingness to accept responsibility for any or all charges in a case, the respondent will be offered the opportunity to waive the right to a formal hearing as to the specific charge(s) and all related procedural guarantees, and agree to receive a sanction from a designated student affairs conduct officer or by the hearing panel. In such situations, the parties will each be provided the opportunity to submit a written statement to the conduct officer or hearing panel for consideration in determining appropriate sanctions.
 - b. The conduct officer or hearing panel shall consider only the parties' written statements regarding sanctions, the relevant facts from the investigation, and past conduct history of the respondent (if applicable). In such cases, the right to appeal will be limited to an appeal on the grounds that the sanction is grossly disproportionate to the violation(s) committed, in light of all relevant aggravating and mitigating factors, and in consideration of applicable university guidelines.
 3. Alternative Resolution Options:
 - a. In appropriate cases, the University may pursue alternative resolution with the consent of all parties at any point in the investigation process. Alternative resolution options may include, but are not limited to, mediation, development action plans, voluntary resolutions, and/or appropriate sanctions.
 - b. Under any alternative resolution, the complainant will not be required to resolve the problem directly with the respondent, unless desired by the complainant. All parties must be notified of the right to end the alternative resolution process at any time, and begin the formal process. Mediation may not be used in cases involving any sexual violence. The Investigator shall document the outcome of any alternative resolution and share with the parties.
 4. Sexual Misconduct Hearing: The respondent is required to attend the sexual misconduct hearing. The complainant has an equal right to attend the sexual misconduct hearing and participate to the same extent as the respondent, if they choose. If either respondent or complainant is unavailable to participate in person based on significant travel or schedule restrictions, participation by other means may be made available.
 - a. Sexual Misconduct Hearing
 - i. A hearing panel will be assembled for the sexual misconduct hearing to make a determination of respondent's responsibility as to the specific charge(s) set forth in the Final Investigation Report.
 - ii. The hearing panel will be composed of three staff or faculty members of the University. Hearing panel members will be drawn from the pool of staff and faculty members who have completed the University's required annual training on issues related to sexual misconduct and University policies and procedures.

- At a minimum, at least one panel member shall be a student affairs administrator.
- iii. The sexual misconduct hearing is closed. However, the complainant and respondent may each select one advisor of their choice and at their expense to accompany them at any point in the disciplinary process. Advisors are limited to an advisory role and may not participate or speak for the parties.
 - iv. Upon review of the Final Investigation Report, the hearing panel will determine witnesses who may be called, if any, to participate in the hearing.
- b. Procedures for a Sexual Misconduct Hearing
- i. The Chair of the hearing panel shall review the charge(s) placed against the respondent and the specific facts alleged. The respondent may, but need not, respond to allegations.
 - ii. Both the complainant and the respondent will have equal opportunity to provide a statement to the hearing panel.
 - iii. No one other than the hearing panel members, the complainant, and the respondent may pose questions during the hearing. The complainant and respondent may not directly question each other, but may submit questions to the Chair, to be asked of the other party. The Chair or other panel members will review questions prior to posing to the other party to prevent questioning that is not permitted under these proceedings.
 - iv. The sexual misconduct hearing is recorded. Deliberations by the panel, following the hearing, are not recorded.
 - v. If the respondent fails to appear at the sexual misconduct hearing, the hearing may proceed without their participation. The respondent may explain the failure to appear in writing to the University within two business days of the scheduled hearing. Written documentation supporting the cause of absence must be included. Within three business days after receiving the respondent's letter, the University will notify the respondent and the complainant whether the failure to appear was excused, and if so the hearing may be rescheduled. The failure to appear will only be excused due to extraordinary circumstances.
 - vi. If the respondent failed to appear and such failure was not excused, the respondent's right to appeal the finding and any sanction(s) imposed will be automatically forfeited, and the outcome reached in absentia will go into effect. The respondent shall not lose their right to appeal in the event the hearing panel's finding includes a sanction of expulsion from University housing, suspension from the University, or expulsion from the University.
- c. Decision & Sanctions
- i. At the conclusion of a hearing, the panel shall deliberate without the parties present to determine responsibility for the specific charge(s) based on the evidence, and sanctions if applicable.
 - ii. If, after deliberations, the hearing panel determines that the information contained in the Final Investigative Report and gathered during the hearing, does not support by a preponderance of the evidence (more likely than not) that the respondent is responsible for a violation of the Sexual Misconduct Policy and the Student Code, the hearing panel will notify both the respondent and the complainant by means of a written notice. The complainant and/or respondent may request an appeal (see section 5a.).
 - iii. If, after deliberations, the hearing panel determines that the information contained in the Final Investigative Report and gathered during the hearing, does support by a preponderance of the evidence (more likely than not) that the respondent is responsible for a violation of the Sexual Misconduct Policy and the Student Code, the hearing panel will notify both the respondent and the

- complainant and will assign appropriate sanctions by means of a written notice. The respondent and/or the complainant may request an appeal (see section 5a.).
- iv. Possible sanctions for cases in which students are found in violation of Sexual Misconduct Policy and the Student Code for acts of sexual misconduct include, but are not limited to formal warnings, behavioral assessment and/or counseling, required educational training, disciplinary probation, suspension, and/or permanent expulsion.
5. Appeal: The respondent or the complainant may appeal the decision of the sexual misconduct hearing panel to the Senior Student Affairs Administrator on the respective campus, or their designee. To initiate an appeal, respondent/complainant must send written notice of appeal to the designated official. The written notice must include the basis for seeking the appeal and include information to support such basis (See Section 5b.)
 - a. Timing: The notice of appeal must be filed no later than five calendar days after the date the written decision of the sexual misconduct hearing panel is sent. If an appeal is submitted by either party, the underlying decision and any corresponding sanction will be held in abeyance until final notice of the appeal outcome. During this time, any interim measures in place will remain in effect (e.g., no contact order, no trespass). If no written request for an appeal is received by the University within the time specified, the decision of the hearing panel and any sanction(s) imposed will be final and in effect.
 - b. Basis for Appeal: The Senior Student Affairs Administrator will have the sole discretion in determining whether the basis for appeal has been met and whether the appeal can move forward. An appeal must be based on one of the following criteria:
 - i. Significant procedural error that reasonably would have affected the outcome of the student's case.
 - ii. The sanction imposed is grossly disproportionate to the violation(s) committed, in light of all relevant aggravating and mitigating factors, and in consideration of applicable University guidelines.
 - c. Decision and Sanction: If the basis for appeal has been met, the Senior Student Affairs Administrator will review the written appeal and the pertinent part of the sexual misconduct hearing panel record only. The Senior Student Affairs Administrator will not consider new evidence or information that is not a part of that record. The Senior Student Affairs Administrator must render a decision within 10 calendar days of receipt of the appeal and may take any of the following actions:
 - i. Affirm the original decision regarding responsibility.
 - ii. Affirm the original decision concerning the disciplinary sanction/s to be imposed.
 - iii. Set aside the original decision regarding responsibility and impose a new decision.
 - iv. Set aside the original decision regarding responsibility and order that a new sexual misconduct hearing be held before a new hearing panel.
 - v. Set aside the original decision concerning the disciplinary sanction/s to be imposed and impose a different sanction or set of sanctions.
 - d. The Senior Student Affairs Administrator will notify the respondent and the complainant, in writing, of their decision and will initiate the necessary procedures to effectuate the decision.
 - e. The decision of the Senior Student Affairs Administrator or their designee is final and there will be no further appeals.
 6. Notice: The complainant and the respondent will be provided written notice of the outcome of the sexual misconduct hearing, the appeals process, and the appeal decision, if applicable. Written notice may be provided electronically through Indiana University email accounts.

7. NOTE: Just as students with disabilities may be eligible for accommodations in their classes, accommodations may be available for these procedures as well. Students with disabilities requesting accommodations and services under these procedures will need to present a current accommodation verification letter from their campus disability services office before accommodations can be considered and provided. Further information and definitions of key terms can be found in the University Sexual Misconduct Policy.

Further information and definitions of key terms can be found in the University Sexual Misconduct Policy. (<http://policies.iu.edu/policies/categories/administration-operations/equal-opportunity/sexual-misconduct.shtml>)

Appendix C – Procedures for Responding to Incidents Involving Allegations of Faculty or Staff Sexual Misconduct

The University will promptly respond to all complaints of Sexual Misconduct alleged against a University employee. Any individual reporting that they have been a victim of sexual violence will be informed of how to make a criminal complaint with the appropriate law enforcement agency and will be provided assistance in making such a complaint. Individuals who identify as victims/survivors and all members of the Indiana University community are also encouraged to visit the Stop Sexual Violence website at <http://stopsexualviolence.iu.edu> for more information on reporting, campus resources and services available on their campus.

All parties will have equal opportunities to present information, have advisors present, and pursue an appeal, if applicable. All procedures, excluding any appeal, should be completed within 60 days, absent any special circumstances.

Throughout this process, the University will have as a priority, the interests of all parties involved, with regard to fairness, dignity, privacy, and due process. Students reporting sexual misconduct against an employee will be provided interim and remedial measures as described in this policy, where appropriate and necessary.

For the purpose of these procedures, relevant officials with key responsibilities are:

Investigator - the Deputy Title IX Coordinator(s) for the respective campus, or an appropriate designee, will conduct fact-finding as the Investigator.

Decisional Official (DO) - will issue the decision determining responsibility and assigning appropriate sanctions, if applicable. The DO will be as follows:

1. For complaints against staff employees, including temporary (hourly), the DO will be the appropriate Campus HR Director.
2. For complaints against faculty and academic employees, the DO will be the Vice Provost/Vice Chancellor for Academic Affairs of the respective campus.
3. For complaints against a Dean, a Vice Provost, or a Vice Chancellor, the DO will be the Provost/Chancellor of the respective campus.
4. For complaints against a University Vice President, a Provost, a Chancellor, or equivalent, the DO will be the President.
5. For complaints against the President, the DO will be the Board of Trustees.

Faculty Board of Review – constituted on each campus, in faculty cases may review action of DO.

Appellate Official – may review action of DO on each campus following appeal by either party. The Appellate Official will be as follows:

1. For an appeal in a complaint against staff employees, including temporary (hourly), the Associate Vice President of University Human Resources.
2. For an appeal in a complaint against faculty or academic employees, the Provost/Chancellor of the respective campus.
3. For an appeal in a complaint against a Dean, a Vice Provost, or a Vice Chancellor, the President.
4. For an appeal in a complaint against a Vice President, a Provost, a Chancellor, or equivalent, the Board of Trustees.

All relevant officials and any review board members will receive annual University training on issues related to sexual misconduct and be familiar with University policies and procedures. The University Title IX Coordinator shall be informed of each complaint and be available to all relevant officials and review board members for consultation during this process.

Complaint

Initial Assessment: Upon receipt of a complaint against faculty or staff, an Investigator will conduct an initial assessment to determine whether it falls within the scope of the Sexual Misconduct Policy, and whether it rises to the level of an allegation of sexual misconduct. The initial assessment will include informing complainants and respondents regarding the nature of allegations and explanation of this policy and procedures.

The process that follows shall apply if the Investigator determines that this threshold has been met. If a complaint raises allegations that are outside the scope of the Sexual Misconduct Policy, but may violate other University policy(ies), the Investigator will refer the complaint to the appropriate University office.

In the event the Investigator determines not to pursue an investigation under this Policy, that decision may be appealed by either party to the DO, requesting a review of the decision not to proceed in an investigation. Upon review, the DO may uphold that decision or order an Investigation to proceed.

Interim Action: If, upon the receipt of a complaint, the University Title IX Coordinator and/or the Deputy Title IX Coordinator(s) for the respective campus, or their designee, determines a need for immediate interim action, e.g. removal, reassignment, administrative leave, or suspension, they shall consult with the DO. The DO may administer such interim action at any point in this process pending final outcome.

Alternative Resolution Options: In appropriate cases, the University may pursue informal resolution with the consent of all parties at any point in the investigation process. Informal resolution options may include, but are not limited to, mediation, development action plans, and voluntary resolutions. Under informal resolution, the complainant will not be required to resolve the problem directly with the respondent, unless desired by the complainant. All parties must be notified of the right to end the alternative resolution process at any time, and begin the formal process. Mediation may not be used in cases involving any sexual violence or where the complaint is made against an employee with a position of authority over the complainant. The Investigator shall document the outcome of any alternative resolution and share with the University Title IX Coordinator and the DO.

Investigation

When an investigation is initiated, the Investigator will conduct fact-finding as to the allegations made against the respondent employee. The investigation may include, but is not limited to, interviews with the complainant, the respondent, and other witnesses identified as having information relevant to the allegations made, as well as the examination of written statements by the

parties, relevant documents, and other relevant information. Information for the investigation may be provided by complainants, respondents, witnesses identified by any party, or the University. The Investigator shall ensure that the respondent is informed of all allegations raised and is provided the opportunity to respond. The University may consider information relating to prior complaints of misconduct known to the University. Evidence regarding a party's past sexual behavior or activity is prohibited, except in connection to evidence of past sexual activity **between** the parties where the exclusion of such information would adversely affect the integrity or fairness of the finding. Previous consensual relationships between the parties will not in itself establish consent or preclude a finding of sexual misconduct.

All members of the University are required to cooperate fully with the investigative process. Failure to do so may result in disciplinary measures pursuant to applicable University policy and procedure.

Report of Investigation

The Investigator will create a report of the investigation setting forth:

1. factual determination(s);
2. recommendation as to whether the respondent is responsible for the sexual misconduct using a preponderance of the evidence standard (more likely than not); and
3. recommendation as to appropriate sanctions, if any, as set forth below.

The report will be forwarded to the DO.

Finding and Decision

Upon receiving the Investigator's report, the DO may consult with the Investigator concerning his or her recommendations. If the DO wishes further consultation with the parties, the Investigator will facilitate consultations to ensure equal opportunities for the parties to meet with the DO.

The DO will issue one of the following findings, using a preponderance of the evidence standard:

1. Finding of "No Violation" of the University's Sexual Misconduct Policy:

If there is a determination that the behavior alleged and investigated did not violate the Sexual Misconduct Policy, the parties will be so informed of the finding. The parties will receive a summary of the information considered during the investigation. In the event the investigation reveals that the employee may have violated a different University policy, the DO may address any such potential violation through other applicable University policies. Documentation regarding a finding of "No Violation" shall be maintained with the respective Deputy Title IX Coordinator's office, and not in the employee's personnel file.

2. Finding of a "Violation" of the University's Sexual Misconduct Policy:

If there is a determination that the behavior alleged and investigated was in violation of the Sexual Misconduct Policy, the DO shall issue the finding and sanction(s) (based on the level of sanctions set forth below) and notify all parties. The parties will receive a summary of the information considered during the investigation.

Sanctions

Sanctions for a violation of the University's Sexual Misconduct Policy include the following:

1. Level One Sanctions include sanctions that do not directly modify job duties or actual salary, such as informal discussions, additional training, periodic review, letter to personnel file (other than to promotion and tenure dossier which is included in Level Two Sanctions

below). Level One Sanctions shall not be appropriate in the event the respondent was found responsible for sexual assault or other sexual violence.

2. Level Two Sanctions include sanctions that directly modify job duties, salary or job status, including withholding compensation, consideration in tenure or promotion decisions, suspension and termination.

When determining the appropriate sanctions, consideration shall be given to the nature and severity of the behavior and the existence of any prior incidents or violations.

Appeals

Appeals to Appellate Officer SEP

Following a finding of “No Violation” any party may request an appeal directly to the Appellate Officer on the basis of:

1. Significant procedural error that reasonably would have affected the outcome.
2. Significant bias in the process.

Following a finding of “Violation” and Level One Sanction: any party may request an appeal directly to the Appellate Officer on the basis of:

1. Significant procedural error that reasonably would have affected the outcome.
2. Significant bias in the process.

Following a finding of “Violation” and Level Two Sanction: any party may request an appeal directly to the Appellate Officer on the basis of:

1. Significant procedural error that reasonably would have affected the outcome.
2. Significant bias in the process.
3. The finding of responsibility is in error.
4. The appropriateness of the sanctions.

All requests for appeal must be submitted in writing within 10 calendar days of receiving the DO’s decision. The request must set forth the basis for seeking an appeal, and include information to support such basis(es). If an appeal is requested, all concerned parties will be notified. The Appellate Officer shall first determine whether the basis of appeal has been met, and if so, shall review the findings, and any applicable sanctions, in making a decision. The Appellate Officer shall not revisit findings of fact as determined in the investigation.

The Appellate Officer shall make a final determination within 10 calendar days of the receipt of any appeal, indicating one of the following:

1. Affirming the DO’s original finding(s).
2. Setting aside the DO’s original finding(s) and imposing a new finding and/or sanctions.
3. Setting aside the DO’s original finding(s) and ordering a new investigation (this option will generally be reserved for cases where significant procedural error has been identified to have affected the outcome).

To the extent possible, the parties will be notified simultaneously in writing of the final decision following an appeal.

Request for Review to Faculty Board of Review

In cases involving a faculty member as a respondent, any party may request review by a Faculty

Board of Review prior to an appeal to the Provost or Chancellor according to the provisions below. This request must be made within 10 calendar days of receiving the decision from the DO.

Level One Sanctions are only eligible for review by the Faculty Board of Review if the requesting party can show significant bias in the process or significant procedural error that reasonably would have affected the outcome. For an appeal of “No Violation” or Level One Sanctions, the Faculty Board of Review may decline a request for review at which point, the requesting party may appeal to the Provost or Chancellor. For Level Two Sanctions, the grounds for review by the Faculty Board of Review may also include the finding of responsibility and the appropriateness of the sanctions. The Board may not conduct new fact-finding, and may not revisit the factual determination. The Board will only receive the Report of the Investigation, but may consult with the DO and Title IX Coordinator about further questions.

Throughout the Faculty Board of Review process, hearing members and participants shall ensure that the privacy of the matter and the parties is upheld. Hearings shall be closed to the public to protect the privacy of all parties. In addition to faculty members serving on the Board of Review hearing panel, others present during a hearing may include the party requesting review, the Investigator, the DO, the University Title IX Coordinator, and any other University official necessary to the proceedings. No witnesses will be allowed in the Faculty Board of Review. If the party requesting review is the faculty employee, the other party may choose to participate in the Faculty Board of Review by either being present and/or by submitting a written statement. All parties may have an advisor present, but the advisor will not be allowed to participate or speak during the Review, unless for the purpose of reading the party’s written statement, if provided and requested.

A Faculty Board of Review must be concluded promptly, and within no more than 60 days of the request. After review, the Faculty Board may support the decision of the DO or make an alternative recommendation regarding the finding or sanctions to the Provost or Chancellor, (or relevant official). The Provost or Chancellor (or relevant official) will make a final determination within 10 days of receiving the Faculty Board of Review recommendation.

Note: Adversary hearings, including confrontation, cross-examination by the parties and active advocacy by attorneys or other advocates, are neither appropriate nor permitted during the investigation or appeal phase of these processes.

Further information and definitions of key terms can be found in the University Sexual Misconduct Policy. (<http://policies.iu.edu/policies/categories/administration-operations/equal-opportunity/sexual-misconduct.shtml>)

Appendix D – Sexual Misconduct: Rights, Options, and Resource Guide

WHAT IS SEXUAL MISCONDUCT?

Indiana University does not tolerate sexual misconduct in any form, including sexual harassment, sexual violence, sexual assault, dating violence, domestic violence, sexual exploitation and stalking.

UNIVERSITY DISCIPLINARY PROCESS

The university disciplinary process includes a prompt, fair, and impartial investigation and resolution process, which, absent any appeal, is generally completed within 60 days. This includes the following rights to all parties:

- To be conducted by officials who are properly trained annually on issues related to sexual misconduct and how to conduct an investigation and/or hearing process.
- To have an advisor of their choice present during a University sexual misconduct proceeding, investigation meeting, or related meeting. The role of any advisor is limited to being present only.
- Each party will be simultaneously notified in writing of the outcome and results of any disciplinary proceedings, as well as the equal right to appeal the outcome of any disciplinary proceedings.

The University procedures used are determined by the status of the accused. Procedures for complaints against a student, as well as procedures for complaints against University faculty or staff can be found in the University's Sexual Misconduct Policy, and online at [StopSexualViolence.iu.edu](http://stopsexualviolence.iu.edu).

Individuals found responsible by a preponderance of the evidence through the University's disciplinary process for engaging in sexual misconduct will be sanctioned. Sanctions for sexual misconduct violations may include, but are not limited to, separation from the university, including suspension, expulsion or termination. Other protective measures may include separating the parties, placing limitations on contact between the parties, or making alternative living, class-placement, or workplace arrangements.

Sexual assault, domestic violence, dating violence, and stalking may also be found to be criminal acts following a law enforcement investigation, which may also subject the respondent to criminal penalties under federal and state law.

ABOUT CONSENT

Consent is about communication and respect. Sexual activity without consent is sexual misconduct.

University Definition of Consent

Consent is an agreement expressed through affirmative, voluntary words or actions, and mutually understandable to all parties involved, to engage in a specific sexual act at a specific time:

- **Consent** can be withdrawn at any time, as long as it is clearly communicated.
- **Consent** cannot be coerced or compelled by force, threat, deception or intimidation.
- **Consent** cannot be given by someone who is incapacitated, as defined below.
- **Consent** cannot be assumed based on silence, the absence of "no" or "stop", the existence of a prior or current relationship, or prior sexual activity.

Incapacitated

A person is incapable of consent if they are unable to *understand the facts, nature, extent, or implications* of the situation due to drugs, alcohol, a mental disability, being asleep or unconscious, or based on their age (pursuant to Indiana law).

Consent does not exist when the individual initiating sexual activity *knew or should have known* of the other person's incapacitation.

RETALIATION

Retaliation against anyone who has reported an incident of sexual misconduct, provided information, or participated in procedures or an investigation into a report of sexual misconduct, is prohibited by the University and will not be tolerated. Concerns about potential retaliation in connection with a report of sexual misconduct should be reported to a Deputy Title IX Coordinator.

PROTECTIVE MEASURES

In addition to the interim and remedial measures available through the University (see Resources), IU recognizes all valid orders of protection, no contact orders, restraining orders, or similar lawful orders. If you have a valid order, please inform IUPD, so the order can be enforced on campus, if necessary. To learn more about protection orders contact the Indiana Coalition Against Domestic Violence (ICADV) hotline at **1-800-332-7385**.

CONFIDENTIALITY & PRIVACY

Information Confidentiality

The University is committed to protecting your privacy by sharing information with only those who need to know. Your information may need to be shared with those involved in investigating the incident, those responsible for providing necessary resources and remedies, and those responsible for ensuring the public's safety. You should discuss your desires regarding confidentiality with any University employee with whom you speak, to ensure you understand their reporting obligations and what information they may be required to share.

As a note, the university completes publicly available recordkeeping, including Clery Act reporting, *without* including personally identifying information.

Responsible Employees

Most employees are considered Responsible Employees, which means they have to share any information they know about an incident of sexual misconduct with the University or Deputy Title IX Coordinator. Responsible employees include all supervisors, all employees that interact directly with students, and all employees that students might reasonably believe have some authority to take action or a duty to report. Though not exhaustive, this includes faculty and other instructors, academic advisors, coaches and athletic staff, student affairs administrators and residential hall staff, employees in offices that serve students, and all supervisors within the university.

Confidential Employees

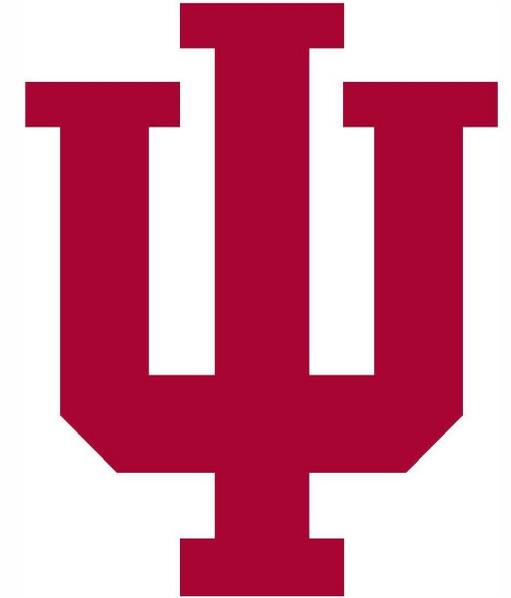
There are employees on your campus that you can talk to confidentially, who do not have the same reporting obligations as a Responsible Employee. Confidential employees include those designated on your campus to be confidential, such as health center staff, a victim advocate, as well as any licensed, professional counselors (e.g. mental health counselors, psychologists).

ADDITIONAL INFORMATION

For additional information on available resources on campus and in the community, as well as a link to the Sexual Misconduct Policy and Procedures, please visit:

<http://stopsexualviolence.iu.edu/>

INDIANA UNIVERSITY SOUTH BEND



SEXUAL MISCONDUCT: RIGHTS, OPTIONS, AND RESOURCE GUIDE

For Emergencies Dial 9-1-1
<http://stopsexualviolence.iu.edu/>

RESOURCES

WHERE TO REPORT

Law Enforcement

Indiana University Police Department (IUPD)

Responds to incidents on campus.

574-520-4239 or 911

South Bend Police Department

Responds to incidents in the city of South Bend.

574-235-9201 or 911

St. Joseph County Sheriff's Office

Responds to incidents in St. Joseph County outside the city of South Bend.

574-235-9611 or 911

Elkhart City Police Department

Responds to incidents in the city of Elkhart.

574-295-7070 or 911

Elkhart County Sheriff's Office

Responds to incidents in Elkhart County.

574-891-2100 or 911

Title IX Coordination

Under Title IX of the Education Amendments of 1972, sexual violence is considered a form of sexual discrimination. You may file a Title IX complaint using one of the resources below. These individuals can respond to your complaint and assist in connecting you to other resources.

University Title IX Coordinator

Emily Springston
Chief Student Welfare and Title IX Officer
812-855-4889

Deputy Title IX Coordinator

Marty McCampbell
Director of Diversity and Affirmative Action
574-520-4524

MEDICAL SERVICES

Campus Health and Wellness Center

The IUSB Health & Wellness Center is an all-inclusive facility located in the Student Activities Center room 130. Our clinic contains a full-service medical clinic, lab, and pharmacy.

Student Activities Center 130

574-520-5557

Memorial Hospital and Health Systems

615 N. Michigan St., South Bend

574-647-1000

Saint Joseph Regional Medical Center

5215 Holy Cross Parkway, Mishawaka

574-335-5000

CONFIDENTIAL COUNSELING SERVICES

Indiana University South Bend Student Counseling Center

The Student Counseling Center provides free and confidential help to IU South Bend students for a variety of personal and emotional difficulties.

Administration Building 230A

1700 Mishawaka Avenue

574-520-4125

S-O-S of the Family Justice Center

SOS provides a 24 Crisis Line, free medical and legal advocacy and accompaniment, and free counseling and support groups for survivors of sexual assault or relationship violence.

533 North Niles Ave.

South Bend, IN 46617

Phone: 574-234-6900

24 Hour Crisis Line: 574-289-HELP (4357)

Employee Assistance Program

Provides professional and confidential counseling to full time employees, graduate appointees, and their household members.

888-234-8327

OTHER CAMPUS RESOURCES

Interim & Remedial Measures

Upon request, interim and remedial measures may be provided if appropriate and reasonable. These measures could include no contact orders; assistance in changing academic, living, transportation, and/or work situations; counseling services; victim advocacy services; financial aid information; and assistance in obtaining protective orders. Other advocate services may be available. For more information contact:

Karen White

Dean of Students

574-520-4477

Laura Whitney

Director, Office of Student Conduct

574-520-5536

Office of International Student Services

The Office of International Student Services can assist students with visa and immigration advising and other support services for international students.

574-520-4419

COMMUNITY RESOURCES

Legal Services

Legal assistance and representation information can also be obtained by contacting the St Joseph County Bar Association or the Elkhart County Bar Association.

St. Joseph County Bar Association 574-235-9657

Protection Orders

SOS can assist you in obtaining a protective order. You can also do so at the St. Joseph or the Elkhart County Clerk's Office.

S-O-S Family Justice Center of St. Joseph

County 574-234-6900

Elkhart County Victim Assistance Services

574-523-2237

HELP IS AVAILABLE: RIGHTS & OPTIONS

Below is important information to consider. Please see contact options under the "Resources" section.

Find a safe place

Most importantly, call 911 if you or anyone else is in immediate danger and try to get to a safe place. Once you are safe, contact someone you trust to be with you for support. This could be a friend, family member, a resident assistant or even a trained sexual assault advocate.

Seek medical attention

Medical attention should be sought as soon as possible.

This is necessary to mitigate the risk of sexually transmitted diseases or pregnancy and to treat any physical injury.

Preserve evidence of the incident(s)

If you have experienced any form of sexual misconduct, it is important to preserve any evidence that may be helpful should you decide to pursue a university or criminal complaint, or obtain a protective order. Physical evidence is best collected as soon as possible or at least within 96 hours of the assault. Do **not** do any of the following things until you've gotten medical attention and/or contacted the police.

- Bathe or shower
- Use the restroom
- Change clothes or comb hair
- Clean up the crime scene
- Move anything the offender may have touched

It is best not to try to collect this physical evidence yourself, but to seek assistance from medical and/or law enforcement personnel. Consider also preserving any electronic and other types of physical evidence (e.g., text messages, social media posts, receipts, photos).

Counseling support is available

Counseling is recommended during this difficult time. Whether services are sought on campus or in the community, remember that self-care is an important part in coping with the event. Confidential employees are available on your campus (see "Confidentiality & Privacy").

Consider reporting the incident

There are several reporting options including reporting to campus or local law enforcement, reporting to a campus Deputy Title IX Coordinator, going through the student conduct system, and/or reporting online at **StopSexualViolence.iu.edu**. Campus authorities can assist in notifying law enforcement if requested, however, you may also decline to notify law enforcement.