



St. Cloud State University
Public Safety Department
October 1, 2009
A Report to the
St. Cloud State University Community

I. Introduction

St. Cloud State University (SCSU) encourages all members (students, employees, and visitors) of our University community to be fully aware of safety and security issues, campus-related departments and services and to take action to prevent and report illegal and other unsafe activities should they occur. Personal awareness, practicing personal safety, and reporting incidents of concern are the foundation of a safe community.

In accordance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* (a/k/a The Clery Act) of 1998 -- previously known as the Crime Awareness and Campus Security Act of 1990 --and the Higher Education Amendments of 1992, St. Cloud State University monitors criminal activity for the campus, off-campus sites owned or maintained by SCSU and/or recognized University organizations; and related curtilage. SCSU also documents a three-year statistical history of these incidents. St. Cloud State University provides the information and statistics herein to University students and employees and to others upon request. You may view SCSU's statistics by going to the Department of Education's Security Statistics search site at <http://www.ope.ed.gov/security>, as well by checking Public Safety's web site at <http://www.stcloudstate.edu/publicsafety/securityreport>.

SCSU has a variety of policies and procedures relating to campus security and it expressly reserves the right to modify them or adopt additional policies or procedures at any time without notice. Such changes will appear in successive issues of this report.

II. Crime Reporting Policies

A. General Information

The Public Safety Department for St. Cloud State University is on-duty 24-hours a day throughout the year. All requests for immediate assistance relating to issues of safety and security should be made by calling (320) 308-3333, by email at pubsafe@stcloudstate.edu or by visiting our Public Safety Department at 526 4th Avenue South, St. Cloud, Minnesota, 56301-4498. Public Safety Officers respond to all requests for service and assistance. These personnel are full-time Campus Security Officers and/or student employees of the University and are *not* police. In the event of any life-threatening emergency, persons are strongly encouraged to immediately and directly contact appropriate police, fire or medical assistance by calling:

911 for emergencies, or (320) 251-1200 for Police during business hours regarding non-emergencies

1. Public Safety officers are authorized, when appropriate, to make a citizen's arrest. Typically such arrests are made only in the presence or support of a law enforcement officer.
2. Public Safety works closely with local, state and federal law enforcement agencies to respond to and track criminal activity on campus. St. Cloud State University, located in the jurisdiction of the St. Cloud Police Department, understands for investigations of alleged criminal offenses the St. Cloud Police Department is the primary law enforcement agency.
3. All persons on campus are encouraged to immediately report any criminal activity to the St. Cloud Police Department or the University's Public Safety Department. Individuals who contact Public Safety will be strongly encouraged to also report incidents that are criminal in nature to the St. Cloud Police Department. Public Safety normally requires a written report from the complainant/victim to begin an investigation and support the ability to address concerns through the University's Judicial System. SCSU will make exceptions to this immediate need to file a written report when necessary, including cases presenting clear and immediate danger to an individual or the University community.

4. **Crime Report:** SCSU will issue an annual report of crimes occurring on campus and related curtilage that are made known to Public Safety directly, or through other University departments or personnel and related law enforcement agencies. This report is made available by the Public Safety Department, requests for additional information regarding this report and its statistics may be made to the Public Safety Department, 526 4th Avenue South, St. Cloud, MN 56301-4498, or phone (320) 308-3333. The statistics in this report follow the uniform crime reporting procedures of the Federal Bureau of Investigation. These statistics should be considered in relation to the occurrences of crime in society generally, University demographics and statistics from other institutions of similar description.

Number of Incidents Reported (Calendar Years)

2008 Crime Statistics						Bias Motivated Incidents					
Incidents	On Campus	University Controlled	Public Property	GRAND TOTAL	Residence Halls subset of On Campus)	Racial Bias	Ethnic Bias	Religious Bias	Sexual Orientation Bias	Bias Based on Disability	Gender Bias
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0
Simple Assault (Bias)	0	0	0	0	0	0	0	0	0	0	0
Arson	1	0	0	1	1	0	0	0	0	0	0
Burglary	12	0	0	12	5	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0
Murder	0	0	0	0	0	0	0	0	0	0	0
Theft	133	0	0	133	14	0	0	0	0	0	0
Robbery	2	0	0	2	0	0	0	0	0	0	0
Forcible Sex Offenses	3	0	0	3	2	0	0	0	0	0	0
Forcible Rape	2	0	0	2	2	0	0	0	0	0	0
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault W/Object	0	0	0	0	0	0	0	0	0	0	0
Forcible Fondling	1	0	0	1	0	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0
Arrests (Persons)	202	0	5	207	129	NA	NA	NA	NA	NA	NA
Liquor Law Violations	138	0	4	142	89	NA	NA	NA	NA	NA	NA
Drug Abuse Violations	62	0	1	63	40	NA	NA	NA	NA	NA	NA
Weapons Violations	2	0	0	2	0	NA	NA	NA	NA	NA	NA
Disciplinary Referrals	684	0	0	684	519	NA	NA	NA	NA	NA	NA
Liquor Law Violations	624	0	0	624	486	NA	NA	NA	NA	NA	NA
Drug Abuse Violations	60	0	0	60	33	NA	NA	NA	NA	NA	NA
Weapons Violations	0	0	0	0	0	NA	NA	NA	NA	NA	NA

2007 Crime Statistics						Bias Motivated Incidents					
Incidents	On Campus	University Controlled	Public Property	GRAND TOTAL	Residence Halls subset of On Campus)	Racial Bias	Ethnic Bias	Religious Bias	Sexual Orientation Bias	Bias Based on Disability	Gender Bias
Aggravated Assault	1	0	0	1	0	0	0	0	0	0	0
Simple Assault (Bias)	0	0	0	0	0	0	0	0	0	0	0
Arson	2	0	0	2	2	0	0	0	0	0	0
Burglary	29	0	0	29	18	0	0	0	0	0	0
Motor Vehicle Theft	2	0	0	2	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0
Murder	0	0	0	0	0	0	0	0	0	0	0
Theft	108	0	0	108	19	0	0	0	0	0	0
Robbery	2	0	0	2	0	0	0	0	0	0	0
Forcible Sex Offenses	5	1	0	6	5	0	0	0	0	0	0
Forcible Rape	4	1	0	5	4	0	0	0	0	0	0
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault W/Object	0	0	0	0	0	0	0	0	0	0	0
Forcible Fondling	1	0	0	1	1	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0
Arrests (Persons)	199	0	3	202	111	NA	NA	NA	NA	NA	NA
Liquor Law Violations	170	0	2	172	93	NA	NA	NA	NA	NA	NA
Drug Abuse Violations	29	0	1	30	18	NA	NA	NA	NA	NA	NA
Weapons Violations	0	0	0	0	0	NA	NA	NA	NA	NA	NA
Disciplinary Referrals	1,034	3	0	1,037	970	NA	NA	NA	NA	NA	NA
Liquor Law Violations	944	3	0	947	884	NA	NA	NA	NA	NA	NA
Drug Abuse Violations	90	0	0	90	86	NA	NA	NA	NA	NA	NA
Weapons Violations	0	0	0	0	0	NA	NA	NA	NA	NA	NA
2006 Crime Statistics						Bias Motivated Incidents					
Incidents	On Campus	University Controlled	Public Property	GRAND TOTAL	Residence Halls subset of On Campus)	Racial Bias	Ethnic Bias	Religious Bias	Sexual Orientation Bias	Bias Based on Disability	Gender Bias
Aggravated Assault	1	0	0	1	1	0	0	0	0	0	0
Simple Assault (Bias)	1	0	0	1	1	0	1	0	0	0	0
Arson	1	0	0	1	1	0	0	0	0	0	0
Burglary	20	0	0	20	13	0	0	0	0	0	0
Motor Vehicle Theft	1	0	0	1	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0
Murder	0	0	0	0	0	0	0	0	0	0	0
Theft	138	0	0	138	16	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	6	1	1	8	5	0	0	0	0	0	0
Forcible Rape	5	1	1	7	4	0	0	0	0	0	0
Forcible Sodomy	0	0	0	0	0	0	0	0	0	0	0
Sexual Assault W/Object	0	0	0	0	0	0	0	0	0	0	0
Forcible Fondling	1	0	0	1	1	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0
Arrests (Persons)	177	0	2	179	103	NA	NA	NA	NA	NA	NA
Liquor Law Violations	168	0	2	170	98	NA	NA	NA	NA	NA	NA
Drug Abuse Violations	9	0	0	9	5	NA	NA	NA	NA	NA	NA
Weapons Violations	0	0	0	0	0	NA	NA	NA	NA	NA	NA
Disciplinary Referrals	628	5	0	633	462	NA	NA	NA	NA	NA	NA
Liquor Law Violations	564	5	0	569	407	NA	NA	NA	NA	NA	NA
Drug Abuse Violations	64	0	0	64	55	NA	NA	NA	NA	NA	NA
Weapons Violations	0	0	0	0	0	NA	NA	NA	NA	NA	NA

Crime Definitions

The definitions listed are taken from the Federal Bureau of Investigation Uniform Crime Reporting (UCR) Handbook and National Incident Based Reporting System (NIBRS) and used to classify the criminal offenses previously listed:

- Murder - The willful (non-negligent) killing of one human being by another.
 - Forcible Sex Offense - 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; to include forcible rape, forcible sodomy, sexual assault with an object and forcible fondling.
 - Non-forcible Sex Offense - Unlawful, non-forcible sexual intercourse or other sexual act; to include incest and statutory rape.
 - Robbery - The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
 - Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
 - Burglary - The unlawful entry into a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the above.
 - Motor Vehicle Theft - The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by person not having lawful access even though the vehicles are later abandoned; including joyriding.)
 - Larceny/Theft - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples are thefts of bicycles or automobile accessories, shoplifting, pocket-picking or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.
 - 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.
 - Alcohol Violations - The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)
 - Drug Abuse Violations - Violation of Federal, State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroine, codeine); marijuana; synthetic narcotics (demerol, methadone); and dangerous non-narcotic drugs (barbiturates, benzedrine).
 - Weapons Law Violations - The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the above.
5. **Emergency Notification:** The following media are used to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or staff occurring on campus: campus-wide e-mail and voicemail, Star Alert text messaging services, interior and exterior public address systems, the University website, and the University's closed circuit televisions. St. Cloud State University will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Rewrite to include immediate notification. The larger community, parents, and other concerned citizens are not required to be notified by St. Cloud State University of such notifications.

B. Reporting Procedures

1. All criminal activity occurring on campus should be reported immediately to Public Safety and/or the St. Cloud Police Department. Public Safety will assist the complainant in completing reports. Public Safety will strongly encourage and support complainants and victims to report all crimes to the St. Cloud Police Department. In appropriate cases, reports will also be shared with the University's Judicial Process. Public Safety will assist the St.

Cloud Police Department and the University's Judicial Process with investigations when requested. Public Safety also accepts reports of criminal activity occurring to or caused by persons involved in University sanctioned functions and groups off-campus locations. Such incidents are included in the University's annual report and may be addressed on and/or off-campus. Public Safety cannot hold reports of crime in confidence.

2. If you are a victim of a crime or witness a crime:
Call the St. Cloud Police Department (911) and/or Public Safety (308-3333) for any emergency including medical emergencies, fires, suspicious people or activities, crime reports, traffic accidents, or other illegal activities:
 - a. Write down as much information as you can remember after a crime. If you cannot identify the perpetrator by name, try to recall as many details as possible about the offender(s):
 1. Gender;
 2. Approximate age;
 3. Height;
 4. Weight/build;
 5. Description of face (eye color, hair color/style, jaw, nose, facial hair, glasses, etc.);
 6. Dress/clothing;
 7. Distinguishing marks (scars, tattoos, etc.);
 8. Voice.
 - b. Attempt to obtain a description and license number of any vehicle involved. Note the direction taken by offenders or vehicles and report those to Public Safety and/or the St. Cloud Police Department; Preserve the crime scene; do not touch any items involved in the incident. Close off the area of the incident and do not allow anyone in the crime area until Public Safety and/or the St. Cloud Police Department Officers arrive.
3. When necessary to protect the victim's identity, **in sexual assaults, Public Safety will accept third-party reports.** Whenever possible, Public Safety prefers to receive reports from the victim, as the detail is often more accurate in such situations. Maintain all physical evidence; do not risk losing critical evidence. All employees who become aware of an allegation of violation of University policy, student code of conduct, civil or criminal law should report the allegation to their supervisor and Public Safety. The following positions, but not limited to, with significant responsibility for student and campus activities (not including counselors) must report potential criminal activity of which they are aware to Public Safety: Activities Organization Coordinator, Admissions Director, Affirmative Action Officer, Alumni Director, Athletic Director, Athletic Trainer, Assistant Director for Union Facilities, Assistant Coaches, Associate Vice President for Student Life and Development (Judicial Affairs), Associate Registrar, Career and Placement Services Director, Coaches, Deans, Department Chairs, Disability Services Coordinator, Financial Aid Director, FYE Program Director, Health Promotions Coordinator, Health Center Director, Housing Director, Housing Associate Director, International Student Advisor, Intramural Director, Multicultural Student Services Coordinator, Newman Center Director, Nurses, Personnel Director, Personnel Officer, President, Public Safety Officers (even when "off-duty"), Registrar, Residence Hall Director, Resident Assistant, Student Affairs Director, Student Development Director, Student Teaching Abroad Director, Student Union Director, Student Union Executive Director, University Bookstore Supervisor, Vice President for Academic Affairs, Vice President of Administrative Affairs, Vice President for Student Affairs, Volunteer Services Coordinator, as well as any assistants and associates.

C. SCSU Response to Reports

1. All allegations will be investigated. These investigations may be made in conjunction with the St. Cloud Police Department or other law enforcement agencies.
2. The Director of Public Safety will classify reports in conjunction with the appropriate police agency according to the FBI Uniform Crime Reporting Definitions.
3. When alleged perpetrators are identified as students, the case will be forwarded to the Associate Vice President of Student Life and Development (Judicial Affairs), or designee, for investigation and appropriate action. Criminal investigation, arrest and prosecution can occur independently, before, during or after the campus judicial process.
4. SCSU will issue a timely warning to members of the campus community in cases of reported murder, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft and any hate crimes (manifesting evidence of prejudice based on race, religion, sexual orientation or ethnicity) in cases where the Director of Public Safety (or the Director's designee) determines there is a continuing threat to the University community. In such cases,

warnings may be provided through campus bulletins (via e-mail), campus radio stations, campus newspapers, residence hall bulletins, and other significant means.

III. Personal Safety and Access to Campus Facilities

A. Personal Safety

1. Public Safety Officers are available to assist you in protecting yourself by providing regular foot and vehicle (mountain bike, automobile) patrol and various safety and security communication; however, only you can protect yourself by being aware of your surroundings and take appropriate steps in preventing crime. Remember to:
 - Use Public Safety's "escort service" and "blue light" phones.
 - Walk in a group, stay in well-lighted areas and wear light-colored clothing when walking at night.

2. Emergency (Blue Light) Phones:

"Blue Light" (emergency) and elevator call box telephones are located throughout the campus. The "Blue Light" phones are made visible by a blue light globe on the top of these stations. When properly activated, these phones directly dial the on-duty Public Safety dispatcher. To operate these phones you must follow this "one-step" process:

1. Push the red button on the face of the box and present your communication to the dispatcher. (Public Safety will know your location and immediately dispatch an Officer to assist.)

3. Escort Service

An on-campus (walking) escort service is provided by Public Safety for members of the University community. Escorts may be requested by phoning #308-3333 and will be provided as other safety and security duties permit.

4. Protection of student residence hall room or apartment:

- Lock your door - even if you are only going out for a short time or only going a short distance. It only takes a matter of seconds to enter your open room and steal your valuables.
- Always lock your door when you are asleep. You are also encouraged to lock your door when you are awake.
- Do not prop open locked exterior building doors. These doors are locked for your protection and protection of others.
- Never open exterior doors of the building for strangers or non-residents. Always escort your guests to and from the main entrance doors.
- Do not loan your keys to anyone - even a classmate or a friend. They may not be careful with them and may misplace them, giving the wrong person access.
- Do not leave your keys lying around in public places or in your jacket pocket when you are not wearing it.
- Do not put your name or address on key rings as they may be used to steal your property if found by the wrong person.

5. Protect your property:

- Personal property (purses, backpacks, calculators, etc.) should never be left unattended. Take such items with you if you are leaving the office, classroom or residence hall room.
- Lock your door whenever you leave your room or office. Always lock your door when sleeping. Always lock your car doors.
- Never open the exterior doors of the building to strangers or non-residents. Always escort your guests to and from the main entrance doors.
- Protect all valuables in your room or office. Do not leave valuables in plain view.
- Take valuables home with you during vacations.
- Students are encouraged to open a savings or checking account rather than allow large sums of money to accumulate in their room. If you open a checking account, remember the number of the last check written. The theft of a single check can go undetected until a bank statement discloses a forgery.
- Park your bike where you can keep an eye on it if possible. Always lock your bike to the bike racks provided. There are several good anti-theft devices available. Case hardened heavy (U-Bolt) locks and chains afford the best protection for security of these items.

6. Protect your automobile:

- Always lock your car doors and never leave your keys in the vehicle.
- Try to park your car in a well-lit area.
- Avoid leaving personal property where it is visible inside your vehicle.

7. Protect YOURSELF

- Avoid walking alone at night.
- Refrain from taking shortcuts; walk where there is plenty of light and traffic.
- Walk along well-lighted routes at night.
- Be alert to your surroundings. If you suspect you are being followed, run in a different direction, go to the other side of the street and yell for help, or head quickly for a lighted area or a group of people.
- Have your keys ready when returning to your residence hall or apartment and keep your personal or valuable items concealed and close to your body. If you must travel alone at night, use Public Safety's Escort Service (308-3333) to escort you to your on-campus destination.

8. Help us protect you:

Watch for suspicious persons in and around University buildings and in parking lots. Do not pursue them. Call Public Safety immediately. Call Public Safety if you should enter your room and find a stranger, regardless of the "cover story" supplied.

a. Suspicious Activity:

- If you see any suspicious activity or people on or near campus, call Public Safety immediately (308-3333). Do not assume that what you observe is an innocent activity or that it has already been reported.
- Do not assume the person is a visitor or University staff member that you have not seen before.

b. Suspicious people may be:

- Loitering about at unusual hours and locations; running, especially if something of value is being carried.
- Exhibiting unusual mental or physical symptoms. Person(s) could be in distress and need medical or psychiatric assistance.
- Carrying property that might be suspicious, depending on the circumstances, going from room to room trying door handles. Door-to-door soliciting is not permitted in SCSU residence halls. Violations of this rule should be reported to your hall director immediately. Report all thefts and property loss immediately to Public Safety and/or the St. Cloud Police Department.

c. Be safety and security conscious at all times.

B. Campus Facilities Security

1. Building access and maintenance:

- The SCSU campus is for the use of the students, faculty, staff, guests and those on official business with SCSU.
- Access to campus buildings is limited outside of normal business and class hours.
- Students, faculty, staff and visitors are encouraged to report needed repairs to the Buildings & Grounds Maintenance Office (308-3166).

2. Policies and procedures for safe access to academic buildings:

- Keys and access cards are issued to authorized faculty, staff and students only.
- Exterior building doors should not be propped open when the doors are locked.
- Building evacuation is mandatory for all fire alarms.
- Individual academic buildings are normally open from 7 AM until after evening classes or scheduled weekend classes and special events. Employees and students in buildings after normal working hours should have a University I.D. in their possession and present the I.D. when requested.
- Faculty or staff who appear to be the last persons in a building should ask unauthorized people to leave the premises. If this is not acceptable to those addresses or if the employee does not feel comfortable making this

contact, that employee may call Public Safety (308-3333) for assistance. The building should be secured when the last employee leaves. In buildings that have outside windows, employees should close and lock them before leaving the building.

- On campus phones and pay phones are located in most buildings for emergency calls. Problems related to people in buildings after hours should be reported to Public Safety (308-3333) immediately.

3. Policies and procedures for safe access to residence halls:

- After the first day of Fall Semester, residence hall exterior doors are locked at 7 PM and remain locked until 6 AM the next morning, Monday through Thursday and from 7 PM each Friday and remain locked until 6 AM each following Monday.
- Residents are encouraged not to prop doors open and not to open these doors to anyone other than their guests.
- Residents locked out of their rooms should contact on duty staff at their hall's front desk. After desk hours, contact a night supervisor for the residence hall.
- All non-residents of the halls must be checked in with a picture I.D. by a resident of the hall being entered between 7 PM and 6 AM. Guests should be escorted by their hosts at all times while in the residence halls.
- No person(s) other than hall residents will be allowed in residence hall lounges or lobbies after 7 PM without an escort/host present.

IV. Education Programs:

- A. SCSU Health Service provides programs, information, education and referrals (including on campus support groups) for drug and alcohol abuse.
- B. Programs regarding safety issues are furnished by the Public Safety Department upon request. Programs include: Reporting Crime, Theft Prevention, Sexual Assault Prevention, and Burglary Prevention.
- C. A mandatory educational sexual violence and harassment prevention workshop is required for all transfer students and full-time, first-year students.
- D. Representatives of Public Safety are willing to assist with designing and presenting presentations on a variety of person and property safety and crime prevention. In addition, Public Safety officials may assist with supportive documentation for course projects or assignments. Please contact the Department's administration to assist in these matters.
- E. U-choose program: U-Choose is an educational based campus prevention effort that focuses on the reduction of high risk alcohol use. The program utilizes empirically based theories and approaches specifically designed for college students.
- F. Informed on Sexual Violence: New students, (including transfer students) receive an e-mail with the links to this required on-line workshop.
- G. Respect and Responsibility: The **Respect & Responsibility** workshop is a requirement in order to provide students with resources and information about sexism, anti-Semitism, racism, homophobia and ableism.

V. Sexual Assault Policy

Acts of sexual violence, assault or abuse, such as rape, acquaintance rape, and other forms of non-consensual sexual activity will not be tolerated. The University is committed to a campus environment that is free from the emotional and physical threat of sexual assault. To prevent sexual violence and harassment, educational efforts are undertaken to inform employees and students of their responsibilities regarding such behavior, how to identify and eliminate potential sexual violence and harassment and what steps can be taken if instances of sexual violence and harassment are experienced.

- A. The University will take appropriate action to safeguard the survivor and, at the same time, protect the rights of the accused. The University will provide assistance of campus personnel in shielding the victim, at his/her request, from unwanted contact with the alleged perpetrator, including housing and class transfers when feasible.
- B. Support services are available through the Women's Center (308-4958 or 308-3995), Central Minnesota Sexual Assault Center (251-4357) that provides a 24-hour crisis line, and SCSU's Public Safety (308-3333).
- C. Contact SCSU's Public Safety, St. Cloud Police Department or the Women's Center as soon as possible after the offense. Victims of sexual assault should seek medical attention immediately even if you do not wish to report it to the police. Remember that it is extremely important to preserve any and all evidence relating to the sexual assault.

- D. Students, faculty and staff are asked to contact the Women's Center's Sexual Assault Services Coordinator immediately with any information they receive regarding an assault. The Central Minnesota Sexual Assault Center, St. Cloud Police Department and the Public Safety Department also contact the Coordinator with any student reports of sexual assault. The Coordinator sends monthly reports to Public Safety and the St. Cloud Police Department of all on campus sexual assaults.
- E. Procedure for campus disciplinary action in alleged sex offenses:
1. SCSU needs a written complaint filed with the Associate Vice President for Student Life and Development (Judicial Affairs) before it can proceed. This complaint can be from the victim or a third party. If the complaint is criminal in nature, it will also be sent to Public Safety and the survivor will be provided with information and assistance in reporting to Public Safety and local law enforcement.
 2. As standards of proof and the purpose of the systems are different for possible violations of University Conduct Code and criminal law, SCSU encourages students who are the victims of sexual assault to consider both as avenues of support in addressing the issue.
 3. Both the complainant and the accused are entitled to have others present (an advocate or advisor) during the disciplinary proceedings. This person may not, however, speak in your place or ask questions of witnesses.
 4. Both parties have the right to receive the names of the witnesses. Both complainant and the accused shall be informed of the outcome of the University disciplinary proceedings concerning the complaint of sexual offense.
 5. Sanctions following a University disciplinary proceeding include but are not limited to: eviction from student housing, University probation, suspension, and expulsion.

VI. Community Notification of Sexual Offenders

In 1996 the Minnesota Legislature passed the Community Notification Law (Minnesota Statutes 244.052) that permitted the release of information about certain offenders in Minnesota. The intent of the legislature was as follows: "If members of the public are provided adequate notice and information about an offender's release, the community can develop constructive plans to prepare themselves."

Prior to this law, most information regarding predatory offenders was known to law enforcement agencies, and others in the criminal justice system, but beyond those agencies and individuals the information about offenders was classified as either private or confidential.

Community Notification allows some information about some offenders to be converted from private or confidential information to public information. In Minnesota the amount of information, and the scope of individuals to whom information is released, is indicated by the risk level assigned to the offender by an End of Confinement Review Committee (ECRC) established by the notification law, and operated by the Department of Corrections (DOC). The higher number risk level assigned to the offenders, the more information can be released, and the broader the audience that will receive that information. Law enforcement agencies where the offenders reside have the responsibility for the notification of their communities under this law.

* **Information regarding Level 3 sex offenders can be found at www.corr.state.mn.us/level3/level3.asp and information regarding Level 2 offenders is available at the St. Cloud Police Department.**

Level One

Level One offenders are offenders who are determined to be at a lower risk to re-offend. Police agencies may open a file on these offenders and may release information about the release of the offender to victims of, and witnesses to the crime, other law enforcement agencies, and anyone identified by the prosecuting attorney to receive the information

Level 2

Level Two offenders are determined to be at a moderate risk to re-offend. Police agencies may release information to anyone included in the Level One information release, and in addition may notify organizations about the offender's release. These organizations may include schools, daycare centers, and other organizations where individuals who may become victims of the offender are regularly found. Law enforcement will make the decision on which organizations to notify based on the offender's past pattern of behavior. Law enforcement officials may also choose to notify certain individuals that they determine to be at possible risk from the offender, but this is not a wide spread community notification. Organizations notified about a Level Two offender are given this information to protect individuals in their care while they are on or near the premises of those organizations. The information is not to be re-distributed by those organizations that have been notified.

Level 3

Level Three offenders have been determined to be at the highest risk for re-offense out of all of the three risk levels. Law enforcement may notify all individuals and agencies included in Level One and Level Two notifications, and may also distribute information about the offender to everyone else in the community. In addition, officials may use the media and other distribution methods to get this information to the public. According to law enforcement policy, enforcement officials hold public meetings in the areas where Level Three offenders reside. At those meetings, information about the notification process, about the registration of predatory offenders, and information about the general population of these offenders is distributed and discussed. In addition, information about a specific offender or offenders is released. The information includes a general area of residence, a description of the offender (with photograph), and a description of the pattern of behavior that this offender has been known to display in the past. This disclosure does not apply to offenders that are in licensed residential facilities where staff have been trained to manage sexual offenders (halfway houses) nor does it apply to offenders in secure hospital facilities operated by the Department of Human Services (hospitals at Moose Lake and St. Peter, Minnesota).

VII. Comprehensive Drug and Alcohol Free Policy:

I. Philosophy

This policy supports the mission of St. Cloud State University by:

Enhancing Learning and Service: St. Cloud State University seeks to provide an excellent learning environment and to provide support and service to our community and the broader community. We recognize the best educational environments are free from the adverse affects of high-risk and illegal alcohol and other drug use. We recognize also that high risk drinking among our students on or off-campus has a negative effect on academic performance and negative consequences for our community.

Respecting Individual Freedom and Responsibility: The University supports the individual freedoms accorded to our community members. However, we believe that with those freedoms come responsibilities to the University and the surrounding community. At a minimum, fulfilling those responsibilities requires that individuals understand and act in accordance with university policy and applicable local, state and federal laws.

Promoting Health, Safety and Well-Being: The misuse and abuse of alcohol and other drugs pose a serious threat to individuals and the University's ability to fulfill its educational mission. Excessive drinking among St. Cloud State University students is potentially associated with death, sexual assault, violence, injury, property damage, and a host of other negative effects.

Reducing these negative effects requires that we care for members of our community and our guests and visitors. Every member of the University community has a stake in promoting the goals listed above. As a result, University employees are expected to support this policy by:

- Supporting efforts to reduce or eliminate high-risk and illegal use of alcohol and other drugs.
- Holding students accountable for behavior that violates this policy, including referring incidents to University and/or law enforcement officials as appropriate.
- Supporting students' efforts to achieve healthy and productive lives by referring them to appropriate services, programs and activities.

Some employees have a greater responsibility in supporting compliance, including but not limited to, student organization advisers, Community Advisers, Public Safety Officers, and those traveling with students to off-campus events.

All University employees (non-students) are expected to comply with the employee policy regarding alcohol and other drugs. This policy can be found on the Office of Human Resources website, <http://www.stcloudstate.edu/humanresources/policies.asp>.

II. St. Cloud State University Alcohol and Other Drug Policy

St. Cloud State University and this policy comply with and support Minnesota State Colleges and Universities (MnSCU) Board policy, which prohibits excessive or illegal use, sale, or distribution of alcoholic beverages at Minnesota State Colleges and Universities and university-sponsored events on or off-campus.

A. Definitions

1. Student—means all persons who:
 - A. Are enrolled in one or more courses, either credit or non-credit, through the University.
 - B. Withdraw, transfer or graduate, after an alleged violation of the Student Code of Conduct.
 - C. Are not officially enrolled for a particular term but who have a continuing relationship with the University.
 - D. Have been notified of their acceptance for admission or have initiated the process of application for admission or financial aid.
 - E. Are living in a University residence hall although not enrolled in the University.
2. Registered Student Organization—Any student group and/or organization that has successfully completed the registration process outlined in the Student Organization Guidebook and registers each academic year with the Center for Student Organizations and Leadership Development Office.
3. Travel Status—The period from departure until return to campus by students who have obtained travel authorization through the appropriate University representative for a University student event.
4. Events—Activities that include, but are not limited to, official meetings, practices, competitions or trips involving students, registered student organizations, or intercollegiate athletic teams.
5. University Premises, Property and Facilities—Any building or property owned by St. Cloud State University or that is controlled by the institution but owned by a third party.

B. Applicability of the Policy

1. Violation of the Alcohol and Other Drug Policy, the Student Code of Conduct, MNSCU and Policies and related information University policies including Residential Life policies, Technology policies and/or local, state, or federal laws regarding use, possession, or distribution of alcohol and/or other drugs, or drug paraphernalia which may result in issuance of a court summons, arrest, or referral for University conduct action or any combination of the above.
2. This policy applies to all on-campus and off-campus activities that are considered University activities, such as events and officially sanctioned field trips. This policy also applies to student organization-sponsored activities and events.
3. This policy applies to students, student groups and organizations, and their guests or visitors on University property and facilities engaged in a University activity. SCSU employees should refer to the Office of Human Resources for applicable policies.
4. Violations or alleged violations of local ordinances, state or federal laws may subject student(s) and/or student organizations to conduct action by the University when these violations occur on campus, on University owned property, during a University activity or event, or when behavior on or off-campus adversely affects the university's educational, research or service functions. Examples of off-campus behavior which may be subject to University conduct action include, but are not limited to the following: underage consumption, selling or otherwise providing alcohol to underage persons; hosting underage drinking or disruptive parties; actions that threaten or endanger the health or safety of individuals; using, selling or distributing illegal drugs; sexual violence; and hazing.

C. Alcohol and Other Drug Policy Section

1. On-Campus: The use, possession, distribution, manufacture or sale of any controlled substances, illegal drugs, or alcoholic beverage is prohibited on campus. Students may use and possess prescription drugs (including controlled substances) for which they have a valid prescription.

2. Off-Campus: As members of the University community, students are expected to behave responsibly and legally. University community members violating civil or criminal law may be subject to University conduct procedures when that conduct occurs off-campus and adversely affects the educational, research, or service functions of the University. Unlawful behavior by individual students or student organizations should be reported to the University. If reported, the University may take appropriate conduct action. The illegal use, possession, distribution, manufacture or sale of any controlled substance, drugs, or alcoholic beverages is prohibited for individual students or student organizations: • at University events on or off-campus; • on travel status when representing the University (e.g., as a member of athletic team, sports club, Student Government Association, student organizations and groups, member of a University group, delegation, etc.). Further restrictions or allowances for legal and responsible use of alcohol may apply to individual students or student groups on travel status, based on the specific program's needs and direction of the faculty or staff supervisors/ advisors. Student leaders, faculty, staff supervisors/advisors and coaches assume responsibility for ensuring University policies and local, state, and federal laws are followed.
3. Disruptive use of alcohol and other drugs is prohibited. Disruptive use of alcohol and other drugs, regardless of where consumed or ingested, includes behavior that disrupts the university community, endangers the health or safety of self or others, results in damage to University or personal property, or requires the intervention of University or community resources. Examples of disruptive use include, but are not limited to, disorderly conduct, excessive noise, violence, threats, vandalism, or intoxication (regardless of age), that leads to intervention by University personnel, law enforcement personnel or medical personnel.
4. The public display of advertising or promotion of alcoholic beverages or illegal drugs, in University buildings or any other public campus area including all University-owned housing areas is prohibited. This includes alcohol containers, banners, lighted beer/ liquor signs, and large inflatable advertising.
5. The possession or display of alcohol "trophies," or other forms of empty alcohol containers, is not allowed on campus. The presence of empty containers, devices designed or intended to be used for the rapid consumption of alcohol (i.e., races, games, etc.), or drug paraphernalia, is prohibited. Possessing any of these materials may be considered evidence of use, consumption, or distribution.
6. The following advertising and promotional activities are prohibited for any student, University employee, registered student organization, or University office, department or program:
 - A. Using alcoholic beverages as awards or prizes in connection with University events;
 - B. Providing promotional items or advertising associated with alcohol and illegal drugs at University sponsored student events. This includes, but is not limited to, such items promoting alcohol or drug use on cups, shirts, beverage can coolers, or any other items advertising or promoting alcohol or illegal drug use;
 - C. Advertising alcohol and/or illegal drugs in University controlled or affiliated publications, or on University premises, including University affiliated web sites;
 - D. Advertising that includes brand names, logos, prices, visual images or phrases that refer to consumption of alcoholic beverages and use of illegal drugs;
 - E. Use of alcohol for recruiting and student organization fund-raising activities and events;
 - F. Purchasing alcohol and other drugs with University or organization funds, including student activities fee allocations; and
 - G. Consuming or transporting alcohol and other drugs in University vehicles.
7. The University does not regulate content or advertisements in autonomous student-edited media, such as student newspaper. Because of the belief that advertising alcohol perpetuates the culture of high-risk and underage drinking, the University encourages student media publications including, but not limited to, the

University Chronicle to maintain internal policies which are compatible with this policy, to help promote student health and success.

D. Exceptions to these policies

1. An exception for instructional purposes in accordance with MnSCU Board Policy 5.18 allows for the use of alcohol in laboratory and classroom instruction or experiments.
2. Students may use and possess prescription drugs (including controlled substances) for which they have a valid prescription.
3. The Chancellor or the Office of the Chancellor, and the President of St. Cloud State University have delegated authority to approve use of alcohol at specific special events on campus or University sponsored events off campus. Approval shall be consistent with the Alcohol and Other Drug Policy and with MNSCU procedures. The procedures shall address the following: compliance with local ordinances and state law relating to sale; possession or consumption of alcohol; providing adequate dram shop/public liability insurance; and any other matters deemed necessary. Students who are of legal age to consume alcohol may choose to do so at these events.
4. Students studying overseas are expected to comply with the laws of the foreign country and the policies of the host institution or sponsoring program. Additionally, all enrolled students, including students who are studying overseas, must abide by all University policies, including but not limited to the Student Code of Conduct.
5. A “Good Samaritan” exception for violations of the Alcohol and Other Drug Policy will be recognized and honored. A student, who may be in violation of the alcohol and other drug policy, but comes to the aid of another student by seeking professional help, will not be cited for an alcohol and other drug policy violation through the University conduct process. This exception is subject to the discretion of the Vice President for Student Life and Development or designee. This exception will not be granted to those who flagrantly or repeatedly violate the Alcohol and Other Drug Policy. This exception does not suggest that laws or policies should be violated in order to help individuals.
6. The University recognizes that various violations of the Student Code of Conduct involve use of alcohol. The University encourages the reporting of conduct violations such as sexual assault, hazing, physical violence, harassment and others and, therefore, the University may choose not to hold complainants accountable for Student Code of Conduct violations related to alcohol and other drugs when a more serious violation/crime has occurred.

E. Additional Information and Resources

1. Prevention, counseling, treatment services, and referrals. The University recognizes that chemical abuse and chemical dependency impact academic and personal success. This policy is not designed to discourage people from seeking counseling or rehabilitation. All information about those individuals who voluntarily seek drug or alcohol counseling or rehabilitation services will remain confidential. Seeking counseling or rehabilitation will not be used as a basis for conduct action or be used against an individual in any way. SCSU provides many varied programs to help individuals experiencing problems. Counseling is free and confidential to all SCSU students. Assistance with alcohol and drug issues can be received at: Counseling and Psychological Services www.stcloudstate.edu/counseling 103 Stewart Hall (320) 308-3171 Confidential online alcohol screening is available through the Counseling & Psychological Services web site. Student Health Services www.stcloudstate.edu/healthservices 1st Floor, Hill Hall (320) 308-3191
2. St. Cloud State University’s employee (non-students) policy regarding alcohol and other drugs along with additional information can be found at the Office of Human Resources website at <http://www.stcloudstate.edu/humanresources/pdf/drug.pdf>
3. Minnesota State Colleges and Universities (MnSCU) Board Policy 5.18 can be found at <http://www.mnscu.edu/board/policy/518.html>

4. Relevant Minnesota Laws

- A. Current Minnesota statutes including those related to alcohol and drugs are found at <http://www.leg.state.mn.us/leg/statutes.asp> [use “Search by key words or phrases” to find the specific topics of interest (e.g., alcohol, marijuana, etc.)]
- B. For a summary of Minnesota alcohol-related statutes prepared by the National Institute for Alcohol Abuse and Alcoholism please see <http://alcoholpolicy.niaaa.nih.gov/stateprofiles/StateProfile.asp#FI>

5. Relevant Federal Laws

- A. Drug Free Workplace Act of 1988
- B. Public Law 100-690
- C. Drug-Free Schools and Communities Act Amendments of 1989
- D. Public Law 101-226