

Stanford University



STANFORD IN BEIJING

2014 Safety, Security, and Fire Report

STANFORD IN BEIJING, CHINA

Contact Information:

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+86-10-6275-0063

Local Law Enforcement Agency:

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Telephone: +86-10-6275-1331

October 1, 2014

This report has been compiled in compliance with the US federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Opportunity Act.

Safety on the Stanford in Beijing campus is a natural source of concern for students, parents and University employees. Education - the business of Stanford University - can take place only in an environment in which each student and employee feels safe and secure. Stanford recognizes this and employs a number of security measures to protect the members of its community. The local police force, students, and employees all share in the responsibility of making the Stanford in Beijing program a safe place to study, work and live.

Requests for Safety, Security & Fire Report Data

Stanford in Beijing is under the jurisdiction of the local Police Department. The Police Station is located on the third floor of Dianjiao Building on Peking University campus. The phone number is **+86-10-6275-1331**. All statistics at the close of this document are supplied by the Director of Stanford In Beijing program. Crime statistics for Peking University and surrounding area are not available from the local police. Crime statistics are not available to the general public.

Branch and Overseas Campus Crime and Fire Statistics

Crime and fire statistics reported in this publication are for the main Stanford University campus. Crime statistics for Stanford branch campuses are available at police.stanford.edu.

Obtain a Copy of the Safety, Security, and Fire Report

You may request a paper copy of the Stanford Safety, Security & Fire Report through any of the following means:

- ▶ Contact SUDPS to request by mail at
711 Serra Street, Stanford, CA 94305, or call **+1 650-723-9633**
(Mon-Fri, 8 a.m. - 5 p.m.)
- ▶ Email publicsafety@stanford.edu
- ▶ Visit police.stanford.edu.



Stanford University Department of Public Safety
711 Serra Street
Stanford, CA 94305

Phone: **+1 650-723-9633**
24-Hour non-emergency line: **+1 650-329-2413**

Stanford University reserves the right to update the information contained in this report as necessary. The most current version of this report is at web.stanford.edu/group/SUDPS/forms.shtml.

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Cover Credit: Stanford University Archives

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A Message from Chief Laura Wilson

I want to thank you for taking the time to read this annual report and encourage you to become involved with the safety of the Stanford community. The Stanford University Department of Public Safety exists to provide a safe, secure environment that respects and encourages freedom of expression, the safe movement of people, and the protection of life and property while upholding the United States Constitution and federal, state, and local laws and ordinances.

The members of the Stanford University Department of Public Safety are committed to providing high quality public safety services with a strong emphasis on customer service.

To Accomplish This goal

- We pledge to honor the spirit and letter of the laws we are charged to uphold.
- We will dedicate our full attention to our duties in order to promote a safe environment while earning and maintaining the public's trust.
- We will endeavor to continually enhance our professional skills and knowledge.
- We will hold each other accountable for demonstrating professional and ethical behavior.
- We will actively identify and pursue opportunities to improve our department and the way we serve the campus community.

The hallmarks of our service are a constant dedication to the principles of **honesty, integrity, fairness, courage,** and **courtesy.**

Please let us know how we can best serve you.

The function of a Campus Security Authority (CSA) is to report to the official or office designated by the institution to collect crime report information any allegations of Clery Act crimes that he or she concludes were made in good faith.¹ The person designated to collect Clery information at Stanford is:

Clery Compliance Coordinator

Annette Spicuzza (interim)
cleryinfo@stanford.edu
650-723-8417

Campus Security Authority Defined

A Campus Security Authority (CSA) is defined as: (1) A campus police department or a campus security department of an institution. (2) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (1) of this definition, such as an individual who is responsible for monitoring entrances into institutional property. (3) Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses. (4) An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor, the official is not considered a campus security authority when acting as a pastoral or professional counselor.²

The following list denotes the positions at Stanford which are thought to meet the definition of a CSA. This list is intended to be comprehensive, but certain positions may not be specifically listed. If you believe your job duties meet the definition of CSA, please contact cleryinfo@stanford.edu. See page 8 for a list of positions which are exempt from reporting.

- Law enforcement and security officers, including contract security
- Resident Deans
- Resident Fellows
- Residence Assistants and Community Assistants
- Athletic Coaches
- Title IX staff
- Office of Community Standards staff
- Study Abroad Administrators
- The Bridge and other peer counselors
- The Director of Vaden Health Center
- The fraternity and sorority life advising team
- Community Center Directors
- Student Activities & Leadership Staff
- The Haas Center staff
- Dean of Students
- The Office of Sexual Assault & Relationship Abuse Education & Response (SARA) staff
- Graduate Life Office staff
- Student Services Officers
- 5-SURE Safety Escorts

¹ See pages 39-40, 44 for Clery-reportable crimes.

² CFR 668.46(a)

CSA Responsibilities

Any CSA who becomes aware of a Clery-reportable crime³ must report the incident to the Clery Compliance Coordinator.⁴ Federal law does not mandate the time frame within which Clery-reportable crimes must be reported to the Clery Compliance Coordinator; however, in order to ensure that the University complies with the timely warning provision of the Clery Act (see page 10), the University strongly encourages CSA's to report Clery-reportable crimes to the Clery Compliance Coordinator as soon as practicably possible after learning of the crime. The preferred way of notifying the Clery Compliance coordinator is by phone. Alternatively, CSA's may report Clery-reportable crimes to the Clery Compliance Coordinator in person or via email.

The following information must be reported to the Clery Compliance Coordinator:

- The details of the incident(s) - sufficient to properly classify the type of crime
- The location of the incident
- The date and time the incident occurred
- The date and time the CSA was advised of the crime

CSA's are not expected, required, nor encouraged to share identifying information with the Clery Compliance Coordinator. CSA's do not share legally-protected, confidential information with the SUDPS Clery Compliance Coordinator, without the permission of the involved parties, unless state or federal law mandates such notification (such as mandated child abuse reporting laws).

In the event an incident involves an ongoing or imminent threat to the community that might require a Timely Warning or Emergency Notification to be distributed, in addition to calling local emergency authorities, CSA's are encouraged to call the program director or administrator.

³ A list of Clery-reportable crimes is on pages 39-40, 44.

⁴ Under Clery, a crime is "reported" when it is brought to the attention of a campus security authority or local law enforcement personnel by a victim, witness, other third party or even the offender. It doesn't matter whether or not the individuals involved in the crime, or reporting the crime, are associated with the institution. If a campus security authority receives the crime information and believes it was provided in good faith, he or she should document it as a crime report. In "good faith" means there is a reasonable basis for believing that the information is not simply rumor or hearsay. That is, there is little or no reason to doubt the validity of the information. What you must disclose, therefore, are statistics from reports of alleged criminal incidents. It is not necessary for the crime to have been investigated by the police or a campus security authority, nor must a finding of guilt or responsibility be made to disclose the statistic. A campus security authority is not responsible for determining authoritatively whether a crime took place—that is the function of law enforcement personnel. A campus security authority should not try to apprehend the alleged perpetrator of the crime. That too is the responsibility of law enforcement. It's also not a CSA's responsibility to try and convince a victim to contact law enforcement if the victim chooses not to do so.

Persons Exempt From Reporting Clery-Reportable Crimes

The Clery Act specifically excludes the following persons from Clery reporting requirements when the person is operating in the course and scope of their license:

Pastoral Counselor- a person who is associated with a religious order or denomination and is recognized by that religious order or denomination as someone who provides confidential counseling within the scope of their position as a pastoral counselor.

Professional Counselor- a person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

The University has also designated the **Ombuds** as a position which is exempt from Clery reporting obligations.

Pastoral and professional counselors who learn about Clery-reportable crimes in the performance of their official duties are not required to report these crimes to the Clery Compliance Coordinator for inclusion in the annual security report or for the purposes of a Timely Warning, nor are the counselors instructed to encourage such reporting. Administrative Guide Policy 1.7.3 encourages persons being counseled to report crimes to the Clery Compliance Coordinator on a voluntary, confidential basis for inclusion in the annual crime statistics.



Reporting Crime

All students, faculty, staff and visitors are encouraged to report all crimes and public safety related incidents to the local police in a timely manner. Anytime you need immediate police, fire, or medical response, dial **1-1-0**. For a non-emergency police response on campus, dial **6275-2119**.

Call **110** if you experience, hear or observe any of the following:

- ▶ A whistle, scream or call for help.
- ▶ Any crime that is occurring or has occurred.
- ▶ A strange car repeatedly driving up and down the street.
- ▶ If you see someone suspicious entering your neighbor’s room or home, or entering an office or lab with no apparent legitimate business purpose. Also seeing someone acting suspiciously in a parking area or at a bike rack near your home, dorm, or work.

Members of the Stanford community are encouraged to immediately and accurately report any criminal offense, suspected criminal activity, or other emergency directly to the law enforcement agency with jurisdiction where the crime occurred. For information related to the reporting of sexual assault, domestic violence, dating violence and stalking, see pages 29-30.

For Immediate Police, Fire, or Medical Response

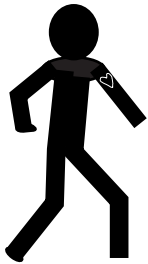
Provide the dispatcher with a description of the incident type, location, time of occurrence, any injuries, weapons involved, the suspect, associated vehicles, and the direction of travel.

Emergencies only for crime and suspicious activity	110 (free of charge)
Medical Emergencies	120 or 999
Fire	119
Traffic Accident	122
Police non-emergency phone	6275-2119
Beijing Program Director , Yuan Tian <i>tianyuan@stanford.edu</i>	+86-136-0126-3901
Beijing Program Administrator , Ryan Liu <i>xiaol023@stanford.edu</i>	+86-138-1003-0163
Student Advisors <i>bospbeijingsa@lists.stanford.edu</i>	

How To: Report a crime to a dispatcher

Start with the **what** and **where**: "My bike was stolen from outside building 23."

Then get to the **who**:



-Gender, height, hair color/style, eye color, and other features:

"I saw a male with white hair in a flat top."

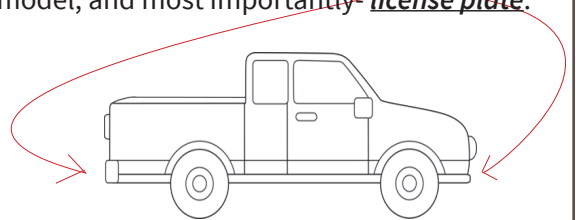
-Clothing (from top down) and any distinguishing characteristics:

"He was wearing a blue shirt with a heart on the sleeve, black pants, and wasn't wearing any shoes."

-Mode & direction of travel, such as car color, make/model, and most importantly **license plate**.

"He put my bike in the back of a white truck and left West on Main Street. The license plate is A123BCD." **or**

"He is westbound on Main on a red mountain bike with black wheels."



Emergency Notifications and Timely Warnings

In the event of a significant emergency or dangerous situation on campus that involves an immediate threat to the health or safety of the population, Stanford in Beijing will initiate, without delay, use of Beijing Center's Emergency Contact List upon confirmation by first responders of the significant emergency or dangerous situation.

Taking into account the safety of the community, the notification will be sent to everyone via telephone calls, text messages and/or emails unless issuance of the 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. The content of the message will vary depending on the situation. The people who can initiate an emergency message include the Center Director and the Administrator (Ryan Liu).

In case of a local emergency, please contact Branch Director at 0086-136-1136-7851, or the Administrator (Ryan Liu) at 0086-136-6137-0668. In case of a natural disaster like an earthquake, or another emergency in which all phone lines and electricity go down, please quickly meet with our group at the Emergency Assembly Point located at the tennis court right in front of Shaoyuan Building 7 where the Center's offices and student dorms are located. Emergency exit maps are posted in dorm rooms, hallways, student lounge, and the Center's computer room. You can also find the maps for emergency exit and Assemble Point in our Center's handbook. We will then follow Peking University and local police's emergency plans and will contact the U.S. Embassy right away for assistance.

Crime Prevention Education Programs

Crime prevention is a top priority. During orientation, issues of general safety and crime prevention, acceptable computer use, student conduct, sexual harassment, and sexual abuse policies are reviewed.

University judicial policy applies year-round to all on-campus activities, and to any acts that threaten the safety and integrity of the University community regardless of where such acts occur.

Personal Accountability

Students, faculty, and staff are responsible for their individual safety and the security of their property. Acting collectively, with others in mind, helps promote safety and security for the entire campus. EH&S provides resources for preparing and responding to a variety of emergencies at ehs.stanford.edu.

Weapons on Campus

All weapons are prohibited on the Stanford and Stanford Branch Campuses except for local or government law enforcement officers. In addition to firearms, most knives that are capable of inflicting death by stabbing and all straight razors are prohibited. Weapons are also prohibited in student residences.

Violence on campus and in the workplace

Stanford University will not tolerate violence or threats of violence on campus or in connection with University events.

Employees who violate this policy (or who bring false charges) will be subject to corrective action, up to and including termination. Persons who violate the law are subject to arrest.

Students who violate this policy could be in violation of the Fundamental Standard* and subject to disciplinary action ranging from a formal warning and community service to expulsion. Additionally, students who violate the law are subject to arrest.

AdminGuide 2.2.11

Location of Registered Sex Offender Information

China does not maintain a sex offender registry. Information about an individual's past criminal history is not made available to the public in China.

*The Fundamental Standard has set the standard of conduct for students at Stanford since it was articulated in 1896 by David Starr Jordan, Stanford's first president: *Students at Stanford are expected to show both within and without the University such respect for order, morality, personal honor and the rights of others as is demanded of good citizens. Failure to do this will be sufficient cause for removal from the University.*

Responding to an Active Threat (such as an Active Shooter)

If an active threat is nearby ► Escape if it is safe to do so.

If escape is not an option:

- Lock and barricade doors.
- Turn off lights (to make the area appear unoccupied).
- Close blinds and/or block windows.
- Silence cell phones (turn off vibration as well) but do not turn them completely off. Turn off radios and computer monitors.
- Keep other occupants calm, quiet, and out of sight.
- Seek cover and barricade yourself (with others, if possible) by placing as much material as possible between you and the threat
- As soon as it is safe to do so, notify law enforcement.
- Do not approach emergency responders, let them come to you. Raise both your hands over your head. Otherwise, emergency responders may not know the difference between you and the threat.
- Remain under cover until the threat has passed or you've been advised by law enforcement that you can exit.
- Do not sound the fire alarms unless there is a fire. Evacuation during an active threat event could place people in harm's way.
- Fight back as a last resort. Attack aggressively and in coordination with others, if possible. Throw objects or improvise other weapons (fire extinguisher, office equipment).

Responding to a Bomb Threat

If you receive a telephone bomb threat ► Try to stay calm and gather information from the caller.

- Write down the apparent gender, age, and unique speech attributes of the caller.
- Note if anything be heard in the background.
- If they do not tell you, ask the caller where the device is located and when it is set to detonate.
- Call **for help** immediately and provide the details.

If you receive a suspicious package ► Call **local law enforcement** immediately.

- Advise others to move away from the area.
- Follow the directions of law enforcement and first responder personnel.

Familiarize yourself with the evacuation procedures for any building; locate the nearest exit and fire extinguishers.

Fire and General Evacuation Procedures

- ▶ **Report a fire or smoke** - *even if the fire has been extinguished*
 - Use fire alarm pull boxes AND
 - Call for emergency assistance.

- ▶ **If it is not safe to evacuate**
 - Close the door to the corridor and seal up cracks with wet towels .
 - Go to the window and open it a few inches.
 - Hang out a bed sheet or other large item to signal for help.

- ▶ **Evacuate** - Leave the building as soon possible when you hear the sound of an alarm in a campus building (drills are not an exception).

- ▶ **Report to the Program Administrator** - Account for yourself and notify the administrator if you know of anyone who is missing.

- ▶ **Choose a safe exit**
 - **Before opening a door**, check for warmth with the back of your hand:
 - *If warm*, leave the door closed and stuff towels or clothes in the cracks and open a window.
 - *If not warm*, open the door slowly (CAUTION: the doorknob may be hot) and be prepared to close it quickly, if necessary.
 - Close doors as you leave to confine the fire.
 - If you see or smell smoke in a hall or stairway, use another exit.
 - Never use elevators; always use the stairs.

- ▶ **Help others evacuate**
 - Knock on doors and check bathrooms as you leave.
 - Offer assistance to individuals with physical disabilities.

- ▶ **Be alert of suspicious persons or activity** - Immediately report any vandalism or tampering with an alarm.

Emergency Evacuation plans and maps are posted in dorm rooms, hallways, student lounge, and the Center's computer room.

Behavioral Threat Assessment

The University's Administrative Guide sets forth expectations for the behavior of faculty and staff in the *Code of Conduct* (Administrative Guide 1.1.1). The Fundamental Standard sets forth behavioral expectations for students. Additionally, the *Violence in the Workplace* policy further defines behaviors not sanctioned by the University on the main campus as well as any of the branch campuses (Administrative Guide 2.2.11). The Threat Assessment Team uses these policies in conjunction with professional training and experience to evaluate behaviors that have been brought to the attention of the team.

Behaviors do not have to violate the law or university policies to be worrisome. Violence may be preceded by behaviors that indicate an increasingly negative emotional state. The following behaviors have been associated with a heightened risk for violence or self-harm⁵ and should prompt a community member to call **for law enforcement assistance**.

Concerning Behavior ► Notify a Supervisor

- Consistent interpersonal conflict
- Irritability or moodiness
- An inability or unwillingness to abide by policies or rules
- Increase in alcohol or drug use
- Social isolation and unexplained absenteeism
- Anger, intimidation, and bullying, especially without personal accountability or remorse
- Inappropriate reasoning, impaired judgment

Alarming Behavior ► Notify a Supervisor or Member of the Threat Assessment Team

- Verbally abusive of peers; disruptive or bizarre behavior
- Defiant of authority and believes rules do not or should not apply to them
- Sense of victimization or paranoia
- Change in appearance, declining hygiene
- Sending disturbing messages (e.g., texts, e-mails, letters)
- Coursework content that is disturbing
- Statements supporting the use of violence to resolve issues or a general obsession with violence or guns
- Distancing oneself from family, friends, or peers (suddenly or gradually)
- Vandalism of property out of revenge
- Stalking

Imminently Dangerous ► Call local law enforcement

- Statements (written or verbalized) about harming oneself or others, especially if specific plans are mentioned
- Acquisition of weapons in the context of concerning or alarming behaviors listed above

⁵ These behaviors have been adapted from a variety of sources including:

Deisinger, G., et al. *The Handbook for Campus Threat Assessment Teams*. Stoneham: Applied Risk Management, LLC, 2008. Print.
 Work Trauma Services, Inc. *Warning Signs*. Web. 2012. <<http://wtsglobal.com/warning-signs>>
 Curiale Hirschfeld Kramer LLP. "Managing Within the Law Workshop for Stanford University." Santa Monica. 2012. Print.

The University Threat Assessment Team

The University's Threat Assessment Team is comprised of faculty and professional staff members who meet regularly to review best practices and current trends and to consult about matters of immediate concern. The Threat Assessment Team is committed to maintaining an environment where people feel safe to carry out the University's mission. Education, communication, collaboration, coordination of resources, and early intervention are the cornerstones of Stanford's violence prevention efforts.

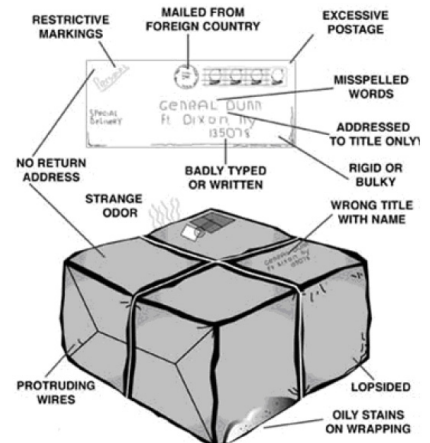
The University will not tolerate violence or threats of violence anywhere on campus or in connection with University sponsored events. Persons who become aware of situations which pose an imminent threat to the safety of the community or one of its members, including self-harm, should call **9-1-1** or **9-9-1-1** immediately. Persons who become aware of situations which might pose a threat to the safety of the community or one of its members, including self-harm, are encouraged to consult with a member of the threat assessment team or other appropriate university official in a timely manner.

Team members include representatives from: [Student Affairs](#), [SUDPS](#), [Counseling and Psychological Services \(CAPS\)](#), [Faculty and Staff Help Center](#), [Ombuds](#), [Human Resources \(University, Medical School, SLAC\)](#), [General Counsel](#), [Risk Management](#), and other departments, depending on the situation.

The responsibilities of the Threat Assessment Team are the following:

- Proactively develop procedures for response to actual or potential violence.
- Review and decide upon appropriate response strategies for selected cases.
- Review and coordinate training materials and programs.
- Periodic review and updating of workplace violence policy.
- Develop contacts with outside threat assessment professionals.
- Keep current on legal issues related to workplace/academic safety and incident response.
- Stay abreast of developing trends both domestically and internationally.
- Deploy future forecasting models to anticipate developments.

The threat assessment team provided 18 awareness trainings to 726 University staff in 2013. Additionally, 28 QPR (Question, Persuade, and Refer) suicide prevention trainings were provided to 1,017 students and student-staff.



In addition to the tips below, visit the BOSP Safety page at undergrad.stanford.edu/programs/bosp/prepare/health-safety/safety

See Something, Say Something

Report crimes, suspicious activity or behavior to the police immediately, including:

- ANY activity or behavior that is threatening persons or property.
- Peeping or prowling.

Lock It or Lose It

- Lock your doors anytime you leave your office, residence, or room.
- Never prop open a locked door.
- Don't allow "piggybacking" (when someone unknown to you tries to enter a locked building behind you).
- Report broken or malfunctioning locks immediately to a building/facility manager.
- Secure all valuables out of sight.
- Avoid becoming a target of thieves by securing "hot target" items:
 - Secure laptops in a closet or drawer, or secure them to a fixed object with a cable lock. Never leave laptops or other mobile devices unattended.
 - Secure bicycles to a bicycle rack with a U-lock.

Prevent Identity Theft

- Protect your Passport and Social Security number.
- Inspect your credit report and financial statements regularly, and shred anything with your personal information on it before disposal.
- Never click on links in unsolicited emails.
- Utilize Federal Trade Commission resources at ftc.gov/bcp/edu/microsites/idtheft/.
- If you are a victim of identity theft, report it to your local law enforcement agency and seek assistance at identitytheftcouncil.org.

Online Security

Notify the police immediately if a computer containing any sensitive or confidential information has been lost or stolen. Information and account security for Stanford University systems is also regulated by the *Computer and Network Usage Policy*, Administrative Guide 6.2.1. Report policy violations to the Information Security Office at **650-723-2911** during normal business hours or to the Office of General Counsel after-hours phone line **650-736-7808** outside of business hours.

To help prevent hacking, learn more about best practices, such as strong passwords and security updates, at stanford.edu/group/security/securecomputing.

Student Residences

Student residents share the responsibility for the security of residences. Residents are strongly encouraged to:

- Keep bedroom and apartment doors locked, at all times.
- Ensure doors lock securely when entering or leaving a residence.
- Do not allow unknown persons into locked student residences or academic facilities.
- Never prop doors open.
- Notify police immediately of any crimes or suspicious activity or behavior.

Security and Access to Student Residences

Residence hall entrance doors have locking devices that can be opened by specially coded keys issued to residents, and should be kept locked at all times. Exit-only doors cannot be opened from the outside. Most exterior doors have automatic closing devices. Student room doors can be locked or unlocked at the discretion of the occupant, and residents should keep their room doors locked at all times even when just leaving for a few minutes. Local staff in the student dormitories performs routine maintenance throughout the residences and responds to any reports of problems with locks and lights. The dormitory staff is also responsible for monitoring traffic into and out of the dormitory building and is on call 24 hours for matters concerning student safety. Residents should stop and question any stranger in the house (e.g., “Can I help you with something?”) and notify the police immediately of any suspicious activity.

Missing Person Policy

If you believe someone might be missing, notify the Branch Director at 0086-136-0126-3901 or the Administrator (Ryan Liu) at 0086-138-1003-0163 immediately. Branch staff in receipt of information that a student may be missing, should immediately report the matter to the local police, inform the Director of BOSP, and call the Stanford Department of Public Safety as soon as possible. The Department of Public Safety can be reached 24 hours per day, seven days per week by calling +1-650-924-3209. The Department of Public Safety will notify University officials.

US Federal law mandates that the University provide students with an option of specifying person(s) to contact in the event that he or she has been determined by the police to be a missing person. An option will be given to students to specify this person when they perform the Registrar’s annual online check-in procedure. Federal law also requires the University to inform students that an emergency contact will be notified within (24) hours of the person being reported as missing. For non-emancipated minors, a custodial parent or guardian will be notified in addition to any listed emergency contact(s).

In addition to the minimum notifications that will be made under federal law, Stanford may make additional notifications as necessary as provided by FERPA to resolve a safety emergency; this could include notifying parents or guardians even when they were not specifically listed by a student as an emergency contact.

Controlled substances & alcohol

Stanford University maintains a drug-free workplace and campus. The unlawful manufacture, distribution, dispensation, possession, and/or use of controlled substances or the unlawful possession, use, or distribution of alcoholic beverages is prohibited on the Stanford campus, the workplace, or as part of any of the University's activities.

[AdminGuide 2.2.8](#)

As stated in Administrative Guide 2.2.8, *Controlled Substances and Alcohol*, it is the policy of Stanford University to maintain a drug-free workplace and campus. It is widely recognized that the misuse and abuse of controlled substances, illegal drugs (collectively called controlled substances⁶) and alcohol are major contributors to serious health problems and social and civic concerns. The health risks associated with the use of illicit drugs and the abuse of controlled substances and alcohol include various physical and mental consequences, including addiction, severe disability, and death. Information concerning the effects of alcohol and specific drugs is available from the Office of Alcohol Policy and Education at **+1 (650) 725-5947**.

When you are in a foreign country you are subject to its laws and not protected by U.S. laws. Ignorance of the law is not an excuse. It is important that you learn about local laws and regulations and obey them. You are responsible for obeying all host countries laws and regulations, which can be both different and stricter than in the United States. Do not assume will be treated gently because you are an American. If you become involved in a legal problem, please contact center staff immediately. Please note, however, that it is unlikely that BOSP can intervene on your behalf if you are arrested for an illegal violation.

Do not use illegal drugs while you are abroad. Most countries have very strict drug laws and enforcement can result in prison sentences and even the death penalty. If you attend a party at which others are using drugs, leave immediately. If you are arrested for drugs, the US Consular Officer cannot get you released from jail.

Stanford University does not tolerate reckless drinking — lawful or unlawful — and its consequent harmful behaviors. As stated in the Student Alcohol Policy, members of the Stanford community are expected to abide by all federal, state, and local laws, including those governing alcohol consumption and distribution. Additionally, all members of the Stanford community are expected to make healthy choices concerning their personal use of alcohol, including understanding the physical and behavioral effects of alcohol misuse and preventative measures to ensure their own safety and that of their peers.

The Office of Alcohol Policy and Education (OAPE) oversees, manages, and holds authority for the application of the University's Student Alcohol Policy (studentaffairs.stanford.edu/alcohol/policy). It coordinates and implements programs and activities for students who do not drink or drink lightly, provides party planning registration and advising, and develops resources and services for students who need help for themselves or others related to alcohol use in accordance with Section 120 A of the Higher Education Opportunity Act.

⁶ Controlled substances are those defined in 21 U.S.C.812 and include, but are not limited to, such substances as marijuana, heroin, cocaine and amphetamines.

Authority, Application, and Enforcement

Separate from criminal sanctions, dangerous drinking and controlled substance behaviors may be subject to University disciplinary sanctions up to, and including, termination of employment of staff or expulsion of students. Violations may also be referred to the Office of Community Standards (for individual students) and the Organization Conduct Board (for student groups). The Vice Provost of Student Affairs may also take action in certain circumstances.



Housing Fire Safety Policies and Procedures

Fire Policies:

1. Portable electrical appliances: Not allowed
2. Smoking: non-smoking dorm rooms for Stanford students in Shaoyuan Building 8.
3. Open flames are not allowed.

Procedures for student housing evacuation in the case of a fire in the dorm.

Emergency exit maps are posted in each student dorm room as well as in the hallways on each floor of the dormitory. Students can evacuate by following the maps in case of a fire in the dorm.

Smoke detector system is installed in student's dorm rooms. Fire alarm system, fire extinguisher, and fire hydrant are also available on each floor of the dormitory. In case of a fire in the dorm, the detector system will alarm. The attendant on duty from the front desk is responsible to help students evacuate the building and to call the fire station right away.

The policies regarding fire safety education and information about fire safety training programs provided to the students and employees.

1. Emergency exit maps are posted in students' dorm rooms as well as in the hallways on each floor of the dormitory.
2. The front desk of the dormitory is on duty 24 hours. All the attendants are trained how to help students evacuate in case of a fire.
3. The Security Department of Peking University inspects the fire safety measures in the student dormitory every year.
4. In case of an emergency (including fire), and when all phone lines and electricity go down, we will meet with our group at the Emergency Assembly Point located at the tennis court right in front of Shaoyuan Building 7. Emergency exit maps are posted in dorm rooms, hallways, student lounge, and the Center's computer room. The map of emergency exit and assemble point is also included in the student on-site handbook. We will then follow Peking University and local police's emergency plans and will contact the U.S. Embassy right away for assistance.

Students and employees should report that a fire occurred to the following:

Dormitory front desk: **0086-6275-7601**

Fire Station: **119**

Local police: **110**

PKU police station: **010-6275-1331**

There are no current plans for future improvements in fire safety.

Fire Statistics Log: 2011 – 2013

Incident Date	Student Residence	Description of Fire	Est. Cost of Damage	Number of Injuries	Deaths
(2011)	Shaoyuan Building 7	No Fires	0	0	0
(2012)	Shaoyuan Building 7	No Fires	0	0	0
(2013)	Shaoyuan Building 7	No Fires	0	0	0

Student Housing Fire Safety Systems

Student Housing is located at Shaoyuan Building 7. Student Housing fire safety systems include the following in dorm rooms and hallways: smoke detector system, evacuation maps, fire alarm system, fire extinguishers, and fire hydrants. There is no kitchen or cooking allowed in the student dorm area. Fire drills are not held.



Policy Statements

Acts of sexual assault, sexual misconduct, dating violence, domestic violence, and stalking are unacceptable and will not be tolerated at Stanford University (Administrative Guide 1.7.3 and 2.2.11). Under Title IX, sexual assault, sexual misconduct, dating violence, domestic violence, and stalking are severe forms of sexual harassment, which is also prohibited (Administrative Guide 1.7.1). Hereafter, sexual assault, sexual misconduct, dating violence, domestic violence, and stalking will be referred to as “Prohibited Conduct”.

Stanford Policies

Conduct Expectations

- Stanford Fundamental Standard (students only)
- Stanford University Code of Conduct
- Stanford Title IX Policy
- Stanford Sexual Misconduct & Sexual Assault Policy
- Stanford Sexual Harassment Policy
- Stanford Consensual Sexual or Romantic Relationships in the Workplace & Educational Setting Policy
- Stanford Violence in the Workplace

Disciplinary Processes

- Stanford Alternate Review Process (students)
- Addressing Conduct and Performance Issues (staff)
- Faculty Handbook - Statement on Faculty Discipline (faculty)

Student Conduct

While on an Overseas Studies Program, participants are still considered Stanford students. As such, they have many of the same resources available to them while abroad that are available to students on the home campus. Participants must also keep in mind that the same Stanford policies, such as the Honor Code and the Fundamental Standard, apply while in your program at another location.

Definitions

Depending on where you are studying, the definition of sexual offenses and other criminal offenses may differ from those applicable in the state of California. The definitions prescribed by the Clery Act, a federal law, are used by all institutions in the United States to classify and report crimes under the Clery Act. The Violence Against Women Act of 2013 modified the definitions of some of the sexual offenses, including the definition of rape. The definitions that were in effect in 2011 and 2012 are listed on pages 39-40. The definitions that were in effect for 2013 and are in effect for 2014 are listed on page 44. It is important to note the definition changes in order to better understand how to interpret the statistical data.

State definitions are used by police and prosecutors to determine if a crime has been committed in California. Stanford generally models its definitions from state law, but there are some differences in that Stanford has shortened some definitions. University policy definitions are used to determine whether there has been the commission of an act of Prohibited Conduct and these definitions control whether University remedies or discipline will be imposed.

What To Do If You Have Been Sexually Assaulted or You Are the Victim of Prohibited Conduct - The First Three Steps

Address Individual and Community Safety / Seek Medical Attention

A victim's immediate safety and the safety of the community are the highest priorities. If a victim needs immediate medical attention or if there is an imminent threat to the victim or others, call law enforcement in your local jurisdiction to respond.

Seek Support and Explore Options

Students in overseas programs who experience Prohibited Conduct may seek confidential assistance from CAPS 24 hours assistance, [+1 650-723-3785](tel:+16507233785). CAPS provides confidential information regarding general options, although CAPS counselors will not be experts regarding police investigations or medical options at overseas locations. Program directors can assist with obtaining medical services and reporting incidents to local police authorities. Program directors are also able to provide interim accommodations. Formal reports to the University will be reported to the Title IX Coordinator. Under the Clery Act, the University must report crimes that occur at overseas campuses, but the information is recorded without any identifying information of the parties. Additional resources are available at notalone.stanford.edu.

Collect & Preserve Evidence / Medical-Legal Exam for Sexual Assault

Individuals who have experienced a sexual assault are encouraged to seek out, if available, a medical-legal exam to be performed by a trained medical professional, as soon as possible after the assault. The medical professional will address an individual's medical needs related to the assault as well as collect evidence in accordance with established protocols for evidence collection.

In order to preserve evidence, individuals are advised not to shower, wash, wipe, change clothes or brush their teeth prior to the exam, if possible.

Even if an individual is uncertain about whether he or she wants to pursue criminal or other remedies, participating in the exam allows for the collection and preservation of evidence that might be useful should the individual decide he or she wants to pursue some type of action at a later date.

For assistance in receiving a medical-legal exam, contact:

Stanford University Confidential Sexual Assault Counselors	650-725-9955
YWCA Rape Crisis Center Hotline	650-493-7273
Department of Public Safety	650-723-9633
SCVMC Sexual Assault Response Team (SART) Office	408-885-6466
SCVMC Emergency Department	408-885-5000

To collect and preserve evidence of Prohibited Conduct other than sexual assault photograph injuries, retain emails, text messages and phone records, and maintain a journal or other means to document incidents.

Resources

The University is committed to providing information regarding on- and off-campus services and resources to all parties involved. A comprehensive website dedicated to sexual violence awareness, prevention and support can be found at [notalone.Stanford.edu](https://notalone.stanford.edu).

Confidential Campus Resources

The following resources have the ability to keep a victim's name confidential and anonymous. Reporting an incident of Prohibited Conduct to one of these resources will not lead to a University or police investigation.⁷

- Stanford University Confidential Sexual Assault Counselors **+1 650-725-9955**
- YWCA Rape Crisis Center Hotline **+1 650-493-7273** or **1-800-572-2782**
- Counseling and Psychological Services (CAPS) (student only) **+1 650-732-3682**
- Faculty Staff Help Center **+1 650-723-4577**
- Office for Religious Life **+1 650-723-1762**
- University Ombuds **+1 650-723-3682**
- School of Medicine Ombuds **+1 650-498-5744**

Medical Resources⁸

- Vaden Health Center **+1 650-723-4841**
- Stanford Health Care Emergency Department **+1 650-498-3333**
- Santa Clara Valley Medical Center (medical-legal exam) **+ 1 408-885-5000**

⁷ Pursuant to California Penal Code §§ 11165.7, 11166, and 11167, persons who meet the definition of a mandated reporter must report incidents of child abuse and neglect. A person under the age of 18 years of age is considered to be a child.

⁸ Pursuant to California Penal Code §11160, medical clinicians are required to notify the police if they observe physical injuries they believe were caused by assaultive conduct, including sexual assault.

Campus Resources:⁹

- SARA Office +1 650-725-1056
sara.stanford.edu, saraoffice@stanford.edu +1 650-725-9129
- Title IX Office/Title IX Coordinator +1 650-497-4955
titleix.stanford.edu, titleix@stanford.edu
- Residential Education/House Staff +1 650-725-2800
(Residence Deans, Resident Assistants, Peer Health Educators, Residence Fellows)
If there is no answer or if you have an urgent, after-hours issue, contact the campus operator at +1 +1 650-723-2300 and ask to be connected to the Undergraduate Residence Dean on call.
- Graduate Life Office Deans +1 650-736-7078
If there is no answer or if you have an urgent, after-hours issue, call the 24-hour pager: +1 +1 650-723-8222, pager ID 25085
- OCS Alternate Review Process (ARP) +1 650-725-2485
studentaffairs.stanford.edu/community standards/help/arp
- Office of the General Counsel +1 650-723-9611
- Sexual Harassment Policy Office +1 650-724-2120
- Human Resources +1 650-725-8356

Off-Campus Resources

- YWCA Rape Crisis Center Hotline +1 650-493-7273, +1 408-287-3000
- Planned Parenthood Mountain View +1 650-948-0807
- Next Door Solutions to Domestic Violence +1 408-279-2962
- Community Solutions +1 877-363-7238
- Santa Clara County District Attorney's Office Sexual Assault Investigations Team +1 408-792-2516
- Santa Clara County District Attorney's Office Domestic Violence Investigations Team +1 408-792-2551
- National Domestic Violence Hotline 1-800-799-SAFE
- Rape, Abuse & Incest National Network Hotline 1-800-656-HOPE

⁹ These resources are obligated to report Prohibited Conduct to the Title IX Office when the victim is a student.

Confidentiality of Information

The regard for the confidentiality of victim and alleged perpetrator information may vary depending on local laws and regulations.

The University will make reasonable and appropriate efforts to preserve an individual's privacy and protect the confidentiality of information. Because of laws relating to reporting and other state and federal laws, the University cannot guarantee confidentiality to those who report incidents of Prohibited Conduct except where those reports are privileged communications with those in legally protected roles (see Confidential Resources section).

Except for reports to confidential resources, the University has an obligation to assess, and sometimes investigate, reports of Prohibited Conduct. If a victim requests confidentiality, the University's ability to respond may be limited, including pursuing discipline against the accused, although, where feasible, the University will take reasonable steps to prevent Prohibited Conduct and limit its effects. It is not always possible to provide confidentiality depending on the seriousness of the allegation and other factors, which will be weighed by the University in conjunction with an individual's request for confidentiality. These factors include circumstances that suggest an increased risk of the accused committing additional acts of sexual violence or other violence, whether the sexual violence was perpetrated with a weapon or with extreme force, the age of the student, and the ability of the University to obtain evidence by other means. The University takes requests for confidentiality seriously, while at the same time considering its responsibility to provide a safe and nondiscriminatory environment for all students and the University community.

If a formal investigation is conducted against a student, staff or faculty member, then the accused will be provided with a summary of the concern and will be given an opportunity to respond. During investigations, the identities of impacted parties and witnesses are generally shared with accused.

Exceptions to maintaining confidentiality are set by law; for example, physicians and nurses who treat any physical injury sustained during a sexual assault are required to report it to law enforcement. Also, physicians, nurses, psychologists, psychiatrists, teachers and social workers must report a sexual assault committed against a person under age 18.

In California, a police officer is required to ask a victim of sexual assault and domestic violence (specifically section 273.5 Penal Code) if he or she wants his or her name to remain confidential (Penal Code 293(a)). If a victim elects to have his or her name remain confidential, the police will not list the victim's name in a crime log or release it to university officials without permission (Penal Code 293(d)). If the District Attorney elects to prosecute a sexual assault, the name of an adult victim may be subject to disclosure.

University Response to Reports of Prohibited Conduct

The first priority is to ensure a victim's immediate safety and the safety of the community. If a victim needs medical attention or if there is an imminent threat to the victim or others, call **9-1-1** or **9-9-1-1** from a campus phone.

Tending to a victim's physical and emotional well-being is the next priority. University staff should encourage a victim to seek support from professional resources either on or off-campus.

When a report of Prohibited Conduct is made to a non-confidential University resource, the University resource will promptly notify either the Title IX Coordinator (when the incident involves a student) or the Sexual Harassment Policy Office (when the incident involves faculty, staff or third parties and there are no students directly involved).

The Title IX Coordinator and staff from Sexual Harassment and Policy will evaluate the situation and determine if interim safety measures and other accommodations, such as housing or academic, need to be implemented. Consultation with other departments -- such as the Office of the General Counsel and Human Resources -- may occur.

In all instances, consideration will be given to maintaining confidentiality -- when legally permitted -- and to respecting the privacy of persons and information. Refer to the Confidentiality of Information section on page 26 for more information.

The University has an obligation to assess all reports of Prohibited Conduct and redress effects of alleged sexual violence. Reports of Prohibited Conduct will be formally investigated by the University (subject to the balancing test described in the section titled Confidentiality of Information). In general, there are three types of investigations which can occur: administrative, disciplinary and criminal. The victim's wishes will be considered when implementing interim safety measures and determining what type of an investigation will take place. If the circumstances indicate that there is a threat to others in the community, the University may opt to proceed with a University proceeding even if the victim declines to participate. The University's ability to impose discipline (on-going sanctions) for students may be limited if a victim elects to not participate in the university's disciplinary process. For more information about each of these processes, refer to the Investigations section.

Victims of Prohibited Conduct or those who have been threatened with harm may be entitled to court-ordered protection against the person who committed or threatened harm. Beyond court ordered options, the University might also issue a No Contact or similar directive as an interim measure prior to an investigation or as an ongoing accommodation (see "Interim Safety Measures" section). Following a determination of responsibility, the University may also issue a stay away letter prohibiting a person from coming onto Stanford's private property enforced under trespass laws. Refer to the "Court Issued Protective/Restraining Orders & University No Contact/Stay Away Letters" Section for more information.

Interim Safety Measures

Students

In accordance with the institution's Title IX Administrative Policy and Procedures¹⁰, which is the University's Title IX grievance procedure, the University will take steps to prevent the recurrence of Prohibited Conduct (including sexual harassment, sexual assault, sexual misconduct, dating violence, domestic violence, and stalking)¹¹ through safety measures. Additionally, the University will redress the effects of Prohibited Conduct through appropriate accommodations. To the extent reasonable and feasible, the University will consult with the Impacted Party (complainant) and Respondent (the accused) in determining accommodations and safety measures. Appropriate actions may include:

- Housing reassignments
- No-contact directives
- Removal from the University community
- Review or revision of University policies or practices
- Academic Accommodations
- Class reassignments
- Limitation on extracurricular or athletic activities
- Referral to a University disciplinary process
- Assistance managing court-issued protective orders
- Training

Even if the University decides not to confront the Respondent because of the Impacted Party's request for confidentiality, the University may pursue other reasonable steps to limit the effects of the alleged harassment and prevent its recurrence, in light of the Impacted Party's request for confidentiality.

Staff and Faculty

The Sexual Harassment Policy Office will evaluate the need for and recommend interim safety measures when faculty and staff have been subjected to or alleged to have committed Prohibited Conduct.

- Work accommodations or reassignments
- No-contact directives
- Review or revision of University policies or practices
- Referral to a University disciplinary process
- Assistance with managing a court-issued protective or restraining order
- Training

¹⁰ The full text of the Title IX Administrative Policy and Procedures is available at titleix.stanford.edu/investigatingrievance-administrative-policy-and-procedures

¹¹ Ibid. Additional information in Administrative Guide 1.7.3.

Reporting Prohibited Conduct to the University

An individual who has been subjected to Prohibited Conduct may elect to have the matter investigated by the police and/or by the University through the University's internal processes. A criminal investigation is separate from Stanford's own internal investigative processes, and the two distinct processes may proceed simultaneously. University employees who become aware of Prohibited Conduct may have an obligation to report the conduct to the University, as explained below.

Student Involved

Reports of Prohibited Conduct involving a student or students should be reported to Stanford's Title IX Coordinator. Students who would like support with this process should contact the SARA Office.

- ▶ Title IX Coordinator Catherine Criswell: **+1 650-497-4955**, titleix@stanford.edu
- ▶ SARA: Office of Sexual Assault & Relationship Abuse Education & Response, **+1 650-725-1056**, saraoffice@stanford.edu, studentaffairs.stanford.edu/sara

Faculty, Staff and Third Parties (no student involvement)

Reports of Prohibited Conduct involving faculty, staff and third parties in which there is no student involved should be reported to the Stanford Sexual Harassment Policy Office at **+1 650-724-2120** or harass@stanford.edu.

Reporting Prohibited Conduct to the Police

Sexual assault, violence in any form, and stalking (as defined by the Penal Code) are crimes. The University encourages an individual who has been subjected to Prohibited Conduct to report the incident to the police department of the jurisdiction where the incident occurred.

The University will assist victims in reporting incidents of Prohibited Conduct to the local law enforcement agency if the victim chooses to report the matter to the police. A person who has been subjected to Prohibited Conduct is not obligated to report to the police and may choose not to file a report with the police.

The Stanford University Department of Public Safety (SUDPS) is a multi-service agency providing law enforcement, security, safety, crime prevention and emergency services on campus. The department is staffed by sworn peace officers trained to investigate allegations of sexual assault. If you have an emergency, call local law enforcement. For consultation, SUDPS authorities can be reached at **+1 650-723-9633**. After hours, the non-emergency SUDPS phone number is **+1 650-329-2413**.

If you are uncertain about whether you want to report a sexual assault for purposes of criminal prosecution, you may discuss the process and ask questions over the phone with a SUDPS police officer without providing personally identifying information about the victim or the alleged perpetrator. If the crime occurred in the University's Clery geography, this discussion may result in the crime being counted for purposes of a Clery statistical report but does not constitute the filing of a police report for the purposes of investigation and prosecution.

If a victim would like support in filing a police report of a sexual assault that occurred in a different jurisdiction, the SUDPS will assist to the extent possible. Any police investigation of a sexual offense or other criminal offense that occurs within the jurisdiction of the SUDPS will be forwarded to the Santa Clara County District Attorney's Office, which is responsible for prosecution.

See the **Police Investigations and Proceedings** section for more information about criminal investigations.

Employees Required to Report Prohibited Conduct

Various state and federal laws mandate that certain university employees report certain types of conduct. If you have questions about your legal obligation to report, contact the Office of the General Counsel at ogc.stanford.edu/contact or +1 650-723-9611.

Mandatory Reporter for Child Abuse and Neglect

All members of the Stanford community are encouraged to report known or suspected child abuse or neglect. Some members of the Stanford community, due to the nature of their work, are required by law to immediately, or as soon as practically possible, phone the police or child welfare authorities to report any reasonable suspicion of child abuse or neglect and then follow up with a written report within 36 hours of suspecting the abuse or neglect.

Mandated reporters of child abuse include administrators and employees of camps, teachers, clergy, physicians, psychologists, and therapists. Starting on January 1, 2013, people who, in their work for Stanford, have contact with minors on a regular basis, are also a mandated reporters, as are their supervisors, even if the supervisors do not have contact with minors. For a full list of mandated reporters, please see California Penal Code §11165.1. Stanford mandated reporters are encouraged, but not obligated, to inform their supervisor and the Stanford Compliance Helpline about any mandatory reports.

The OGC is available to assist with the written report. However, do not delay making the phone and follow-up written reports according to the schedule required by law in order to consult with counsel.

Mandated reporters have a personal legal obligation to report child abuse or neglect immediately or as soon as practically possible. Notifying someone other than the proper authorities does not satisfy this legal obligation.

Mandated reporters who fail to report reasonable suspicion of child abuse or neglect to the police or child welfare authorities can face criminal prosecution.

Responsible Employee (Title IX)

Except for University-recognized confidential resources (see Confidential Resources on p.23), University staff (including student staff) with knowledge of unreported concerns relating to Prohibited Conduct are expected to report any allegations involving students to the Title IX Coordinator: (i) supervisors; staff within (ii) Residential Education, (iii) Vice Provost for Student Affairs, (iv) Vice Provost for Undergraduate Education, (v) Vice Provost for Graduate Education; and (vi) staff who have responsibility for working with students in the following capacities: (a) teaching; (b) advising; (c) coaching or (d) mentoring. Reports should be provided to the Title IX Coordinator at titleix@stanford.edu, +1 650-497-4955.

Campus Security Authority (Clery Act)

University staff who meet the definition of a Campus Security Authority (see page 6-8) must report any incident of Prohibited Conduct to the University's Clery Compliance Coordinator at +1 650-723-8417 or cleryinfo@stanford.edu. As required by the Clery Act, this information is tabulated for statistical purposes and reported to the Department of Education each year. The statistical data is also included in the University's Annual Safety Report. Such reports are for statistical purposes only and are not considered to be an official report for purposes of initiating a Title IX, student conduct, or a criminal investigation. Reports made directly to the Title IX Coordinator or the SHPO will be forwarded to

the Clery Compliance Coordinator.

Police Investigations and Proceedings

Each criminal investigation will require its own course of action and will be unique to each program locale. Before making a decision about whether to pursue a criminal investigation in a foreign country, you may wish to consult with the Stanford Office of International Affairs, [+1 650-723-3016](tel:+16507233016) or visit oia.stanford.edu.

University Investigations / Proceedings

In addition to any criminal or civil proceedings, the University may hold its own proceedings. A proceeding is an official review process conducted by the University, the type of which is determined by the nature of the alleged violation, that entitles the Impacted Party and the accused certain rights and responsibilities. Proceedings shall provide a prompt, fair, and impartial investigation and resolution. Proceedings shall be conducted by officials who receive annual training on the issues related to sexual assault, dating violence, domestic violence, stalking, and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

Students

For students, there are two types of University proceedings - administrative (Title IX) and disciplinary (Alternative Review Process). In general, a report of Prohibited Conduct that has been brought to the attention of the Title IX Office will be evaluated by the Title IX Coordinator and a determination made about interim safety measures and whether the preliminary information warrants a Title IX investigation. In order for a student to be disciplined (subject to on-going sanctions), a disciplinary hearing must take place. The standard of proof for both the administrative and disciplinary process is preponderance of the evidence.

Faculty and Staff

In order for a faculty or staff person to be disciplined for Prohibited Conduct, an investigation must take place. Any entity conducting an investigation of a university staff member for Prohibited Conduct should consult with the Sexual Harassment Policy Office .

Investigations of allegations of Prohibited Conduct by staff may be conducted at the local level by a Human Resources professional. In some instances, outside resources may be retained to conduct the investigation. If an employee is a member of a Bargaining Unit, the disciplinary process established through the collective bargaining process shall be followed. The standard of proof is preponderance of the evidence.

The Faculty discipline process can be found in the Faculty Handbook at facultyhandbook.stanford.edu/. The standard of evidence is clear and convincing.

Title IX Investigation (for incidents involving a student)

The University is required to promptly and equitably respond to all reports of Prohibited Conduct under Title IX, which prohibits discrimination in educational institutions based on sex or gender, including through sexual harassment and sexual assault.

Approximate Duration: 60 calendar days, with the possibility of extension under certain conditions.

Decision-Making Process: The Title IX Coordinator will issue a final Outcome Letter based on the findings of the investigation.

The full text of the Title IX Investigation Procedures is available at

titleix.stanford.edu/investigationgrievance-administrative-policy-and-procedures.

Summary of the Title IX Investigation and Review Process:

- When a determination is made to proceed with a Title IX investigation, the Title IX Coordinator will investigate or will assign an investigator or investigators.
- This Title IX investigation procedure will determine findings of fact using the “preponderance of the evidence” standard (i.e. it is more likely than not that the Prohibited Conduct occurred).
- At the outset of an investigation, the investigator will advise the Respondent of the allegations against him or her, in writing, in the form of a Notice of Investigation, and this notice will be provided to the Impacted Party.
- Both the Respondent and the Impacted Party will have an opportunity to respond to the Notice of Investigation in writing and in a meeting with the investigator. Both parties have the right to request that the investigator meet with relevant witnesses and evaluate relevant documentary or other evidence.
- Students may have a support person accompany him or her through the process. A support person may not speak for the student.
- The investigator has broad discretion in determining whether an offered witness or documentary evidence would be relevant or helpful to a determination.
- In the event the investigator is not the Title IX Coordinator, the investigator may provide a written report to the Title IX Coordinator, as appropriate to assist the decision maker or decision makers. In such cases, the Title IX Coordinator will review the report and may request further review from the investigator, or may ask for additional information directly from parties or witnesses.
- The decision-maker is either the Title IX Coordinator or the Title IX Coordinator and an academic member (in cases in which the accused is a faculty member) or an HR representative (in cases in which the accused is a staff member).
- Upon completion of the investigation and review of all materials, the Title IX Coordinator or her designee will issue each party a written Outcome Letter including finding(s) of fact, and if applicable, any actions the University will take to provide accommodations to the Impacted Party, or safety measure(s) for the University community. The letter will also describe whether any systemic remedies are being considered or implemented. Additionally, the letter may include a recommendation that the matter be referred for disciplinary review by another University process, such as the Office of Community Standards (for students) or the Faculty Discipline Process (for faculty). An Outcome Letter will be provided to both parties, although the content of each letter may be modified subject to the limitations of FERPA and other relevant federal or state privacy laws. Where Prohibited Conduct has been found to have occurred by the Respondent, the Outcome Letter will be provided to the Respondent’s supervisor, HR manager, or Dean, as appropriate under the circumstances.
- Both parties to a Title IX investigation may appeal the outcome.

Disciplinary Investigation - Alternative Review Process (students only)

Approximate Duration: 60 days, with the possibility of extension under certain conditions.

Decision-Making Process: Reviewers will determine a finding of responsibility and impose sanctions accordingly.

The full text of the Alternate Review Process (ARP) procedures is available at studentaffairs.stanford.edu/communitystandards/process/alternate-review.

Summary of the ARP Investigation and Review Process:

- After reviewing the concern, the Investigator will map out the scope of the investigation and the relevant issues (recognizing that as the interviews go forward additional issues or witnesses may be identified).
- The Investigator will speak with the Responding Student, the Impacted Party, and relevant witnesses. The Investigator will write up an account of each interview and give each interviewee an opportunity to review and comment on the Investigator's account of his or her interview.
- The Investigator will also gather relevant pre-existing written documentation. Each party and witness will have an opportunity, but not an obligation, to provide a written statement to the Investigator, including questions for the other party.
- If the Investigator determines that material offered by either party is not relevant to the matter, the offering party may request that the Reviewers make a final determination about whether to consider the offered evidence. All questions submitted by either party, both asked and unasked, with their replies, will be provided to the Reviewers.
- After finalizing interviews and gathering all relevant documents, the Investigator will determine if there is sufficient evidence of misconduct to file formal charges against a student.
- When this standard has been met, the Investigator will prepare a Notice of Charges and an Investigator's Summary Report. All materials will be provided to the Responding Student, Impacted Party and Reviewers.
- Once the Reviewers have reviewed the Investigation File, and, if applicable, spoken with parties and witnesses, they will meet to discuss the case, then issue the Reviewers' Findings of Facts and any finding of responsibility.
- Following a finding of responsibility, the Responding Student will be provided three days to provide a written Sanction Statement, and the Impacted Party will be provided three days to provide a written Impact Statement.
- Except in extenuating circumstances, a Sanction Report will be completed by the Reviewers within seven days.
- An appeal may be filed with the Vice Provost.

Disciplinary and Administrative Proceedings - Faculty and Staff

In cases in which the Impacted Party is not a student, the University will follow the guidelines provided in Administrative Guide 1.7.1, *Sexual Harassment* (adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-1), 1.7.2, *Consensual Sexual or Romantic Relationships* (adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-2), and 1.7.3, *Sexual Assault, Sexual Misconduct, Stalking, and Relationship Violence* (adminguide.stanford.edu/chapter-1/subchapter-7/policy-1-7-2).

Faculty respondents may also be subject to faculty discipline proceedings in cases of sexual harassment, as stated in section 4.3 of the Faculty Handbook at facultyhandbook.stanford.edu/ch4.html.

Sanctions

Students who are found to be in violation of the Fundamental Standard or the Administrative Guide will be subject to discipline, up to and including termination, expulsion or other appropriate institutional sanctions; affiliates and program participants may be removed from University programs and/or prevented from returning to campus.

As outlined in the Stanford Student Judicial Charter, and further defined in the Stanford Student Conduct Penalty Code, sanctions that can be imposed for students include:

- Formal warning
- Probation
- Deprivation of rights and privileges
- Loss of a university staff position
- Monetary restitution
- Community Service
- Delayed degree conferral
- Suspension
- Conditional suspension
- Expulsion

Faculty may be disciplined as provided in section 4.3 of the Faculty Handbook:
facultyhandbook.stanford.edu/ch4.html.

Staff may be subject to employment action up to and including termination.

Retaliation

It is a violation of University policy to retaliate against any person making a complaint of Prohibited Conduct or against any person cooperating in the investigation of (including testifying as a witness to) any allegation of Prohibited Conduct. Retaliation should be reported promptly to the Title IX Coordinator (for cases involving students) or to the Sexual Harassment Policy Office (for cases involving faculty/staff).

Beyond court-ordered options, the University might also issue its own No Contact or directive describing how parties to an investigation should give each other space during the pendency of the investigation; when the accused person has no connection to the University or following a determination of responsibility, the University may also issue a stay away letter prohibiting a person from coming onto Stanford's private property enforced under trespass laws. For additional resources, please see Stanford's Violence Prevention website at web.stanford.edu/group/SUDPS/threat-assessment/about.shtml.

Education Programs for Students

As stated in Administrative Guide 1.7.3, *Sexual Assault, Sexual Misconduct, Stalking, and Relationship Abuse*, Stanford University provides resources for education about and prevention of Prohibited Conduct. Students, faculty, and staff are urged to take advantage of on-campus prevention and education resources (both University-supported and student-led) and are encouraged to participate actively in prevention and risk-reduction¹² efforts.

The **Stanford Office of Sexual Assault & Relationship Abuse Education & Response (SARA)** develops and contributes to a wide range of programs, projects, and events to increase awareness¹³ about interpersonal violence and to meet the needs of Stanford students, faculty, and staff. Programs promote healthy sexuality and relationships, dispel myths about sexual and relationship violence, examine gender roles, provide guidance on risk reduction, advise students of available resources, and explore how each of us can become empowered to end sexual and relationship violence.

Programming efforts include a wide range of related topics including:

- Sexual Misconduct and Sexual Assault.
- Relationship Abuse.
- Bystander intervention
- Understanding Sexual Consent.
- Defining Manhood & Masculinity from an Anti-Violence Perspective.
- The Intersections of Gender, Sexuality, & Sexual Assault for Greek Life Organizations.

For more information on these programs, go to studentaffairs.stanford.edu/sara/education.

In 2013, SARA provided outreach education to over 1600 incoming first-year students and 130 sorority women. Additionally, training was provided to 440 Residence Assistants, Row Managers, Peer Health Educators, and Residence Fellows, as well as 125 graduate Community Assistants. See the table on page 36 for additional details. In addition to programming and education, the SARA office will provide services to students who have been sexually assaulted, regardless of the location where the assault occurred.

Beginning in August, 2014, the University will be providing a primary prevention¹⁴ training called “Think About It” to all incoming undergraduate and graduate students. This training covers the topics of sexual assault, dating and domestic violence, as well as alcohol consumption.

In 2013, over 6,500 supervisors and faculty members received sexual harassment training from the Sexual Harassment Policy Office. Compliance with the biennial training requirement is tracked by this office. In addition, approximately 1,200 non-supervisory staff received the training, which also incorporated a module on sexual assault early in the year, with guidance and instruction from SARA. Approximately 2,000 non-supervisory academic staff completed an online course.

Beginning in October 2014, all new employees are expected to complete a new online course “Addressing Sexual Misconduct in the Stanford Community”. This course includes information required by the VAWA Reauthorization of 2013 and covers forms of sexual violence and how employees can prevent and report sexual misconduct that occurs in the student community.

¹² Risk reduction is activity or behavior adopted by individuals to lessen their chance of injury or loss from criminal activity.

¹³ Awareness programs are developed to inform the campus community about the resources available to prevent violence and promote safety.

¹⁴ Primary prevention programs are programming, initiatives, and strategies implemented in an effort to stop dating and domestic violence, sexual assault, and stalking through positive and healthy behaviors.

SARA Office Primary Prevention and Awareness Programs (2013)

Program Name	Date(s)	Attendees	Prohibited Behaviors/ Topics Covered
Sexual Harassment/Assault Response for Students Studying Abroad	7/26/13	Bing Overseas Studies Program Staff	Title IX policies, interpersonal violence, healthy relationships, sexual assault/misconduct/harassment, bystander intervention
Creating a Culture of Communication/ Consent/Respect in your Residence	10/23/13	Residence Fellows, and Residential Education Staff	Title IX policies, interpersonal violence, healthy relationships, sexual assault/misconduct/harassment, bystander intervention
Sexual Assault Response & Reporting Obligations *	11/19/13	Sexual Harassment Policy Office (SHPO)	Title IX policies, sexual assault/misconduct/harassment, Clery reporting
Preventing Sexual/Relationship Violence: Roles & Responsibilities of Student Staff	6/2013	Summer Programs Residential Staff, Summer College Residential Staff	Title IX policies, interpersonal violence, healthy relationships, sexual assault/misconduct/harassment, bystander intervention
Preventing Sexual/Relationship Violence: Roles & Responsibilities of Student Staff	9/5/14 9/12/13	Resident Assistants (Undergraduate Residences)	Title IX policies, interpersonal violence, healthy relationships, sexual assault/misconduct/harassment, bystander intervention
Preventing Sexual/Relationship Violence: Roles & Responsibilities of Student Staff	9/17/13	Row Managers (Undergraduate and Greek Life Residences)	Title IX policies, interpersonal violence, healthy relationships, sexual assault/misconduct/harassment, bystander intervention
Preventing Sexual/Relationship Violence: Roles & Responsibilities of Student Staff	9/13/13	Community Assistants (Graduate Residences)	Title IX policies, interpersonal violence, healthy relationships, sexual assault/misconduct/harassment, bystander intervention
Preventing Sexual/Relationship Violence: Roles & Responsibilities of Student Staff	9/11/13	Peer Health Educators (Undergraduates)	Title IX policies, interpersonal violence, healthy relationships, sexual assault/misconduct/harassment, bystander intervention
The Real World at Stanford	9/20/13	All First-Year Students	Healthy relationships, consent, sexual assault, bystander intervention, supportive resources.
Say Something: Know the Facts, Take a Stand, Help Your Friends	Fall Qtr. 2013	First-Year Students	Title IX policies, interpersonal violence, healthy relationships, sexual assault/misconduct/harassment, bystander intervention
Say Something: The Sister Circle	Fall Qtr. 2013	Women in Sorority Houses	Title IX policies, interpersonal violence, healthy relationships, sexual assault/misconduct/harassment, bystander intervention
Alcohol.Edu	Fall Qtr. 2013	All First-Year Students	Sexual assault prevention and consent education
Harassment Prevention Training	Ongoing	Required for supervisors and faculty [◇]	Sexual Harassment Sexual Assault (added in 2013)
Harassment Prevention Training (non-supervisory staff)	Ongoing	Available to all staff	Sexual Harassment
Harassment Prevention Training for the Academic Workplace	Ongoing	Available to non-faculty teaching positions, researchers	Sexual Harassment

* Presented in coordination with the Office of General Counsel, the Title IX Coordinator, the Sexual Harassment Policy Office, and SUDPS.

◇ In compliance with California law AB-1825

Consent

There are a number of considerations surrounding the issue of consent in the investigation and reporting of sex offenses. In procedures convened by the Office of Community Standards or the Title IX Office, the below definition from the Stanford University Administrative Guide applies. Note that it may differ from laws in individual states.

“Yes Means Yes”: The university defines consent as an affirmative act or statement by each participant that is informed, freely given, and mutually understood. It is the responsibility of each person involved in a sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. If coercion, intimidation, threats and/or physical force are used, there is no consent. If a person is mentally or physically incapacitated so that the person cannot understand the fact, nature or extent of the sexual situation, there is no consent; this includes conditions due to alcohol or drug consumption or being asleep or unconscious. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations, should never by itself be assumed to be an indicator of consent. Whether one has taken advantage of a position of influence over another may be a factor in determining consent.

Bystander Education

The bystander effect is a well known phenomenon in which the increased presence of witnesses or “bystanders” during a crisis actually decreases the likelihood that someone will intervene. This is attributed to the assumption by most individuals that someone else will respond, thus justifying their hesitance or refusal to take action. The key to bystander intervention is the recognition and acceptance that you might be the ONLY one that will act and you should take measures to intervene in the interests of helping someone else, while assessing and taking precautions to protect your own safety and well-being.

Bystanders play a critical role in the prevention of sexual and relationship violence. They are often the largest group of people involved - outnumbering both the perpetrators and the victims. Bystanders can have a range of involvement in assaults. A person or persons may be aware that a specific assault is happening or will happen, they may see an assault or potential assault in progress, or they may have knowledge that an assault has already occurred. Regardless of how close to the incident they are, bystanders have the power stop assaults and to get help for people who have been victimized. For a guide to bystander intervention, go to student affairs.stanford.edu/sara/education/bystander.

The University is actively participating in the national “It’s On Us” campaign, encouraging all students to recognize that everyone has a role in preventing sexual assault. Go to itsonus.org for more information, and watch Stanford Athletes take a stance for prevention at youtube.com/watch?v=LUsqpiE6z8I.

The Jeanne Clery Act and Higher Education Act

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and the Higher Education Opportunity Act provide that campus communities receive an annual report containing crime statistics, fire incident statistics, and safety policies. The statistical information in this report allows members of the campus community to be informed about criminal activity occurring within and immediately surrounding the geographical boundaries of the campus and any related buildings owned or operated by the University. Additionally, fire incident and safety systems information assists residents in emergency planning. Of equal importance are the safety policies and guidance in this report, which allows individuals to make informed decisions about their personal safety and enhance the safety of the community through their actions.

How Statistics Are Obtained

University officials at each of the branch campuses, including the overseas programs, gather the required crime statistics from their own records and from local law enforcement agencies. The statistics from branch campuses, including the overseas programs, are then forwarded to SUDPS. As required by federal law, SUDPS reports this information on an annual basis to the United States Department of Education Office of Postsecondary Education.

Crime Statistics Definitions for 2011 and 2012

Locations

Campus: “Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and

“Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.” (34 CFR 668.46(a)) Clery-reported statistics include the academic and research areas, all student / staff residences on campus, Stanford Health Care (formerly Stanford Hospital and Clinics), and the academic reserve open space (“The Dish”).

Dorm: “Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.” (34 CFR 668.41(a)) Clery-reported statistics are from all student residences, including fraternity, sorority, and other row houses as a subset of the *campus* statistics.

Non-campus: “Any building or property owned or controlled by a student organization that is officially recognized by the institution; or 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.” (34 CFR 668.46(a)) A Stanford example of a non-campus area is the Hopkins Marine Station, located in Pacific Grove, CA.

Public property: “All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.” (34 CFR 668.46(a)) These statistics were provided by the law enforcement agency having jurisdiction where the property is located and Campus Security Authorities, where applicable.

Crimes

Crime statistics definitions below are from the Federal Uniform Crime Reporting Handbook and may differ from the California Penal Code statutes.

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

Murder / Non-negligent Manslaughter: The willful killing of one human being by another.

Forcible sex offenses: Any sexual act directed against another person, forcibly or against that person's will. Includes forcible rape¹⁵ (totaled separately), forcible sodomy, sexual assault with an object, and forcible fondling.

Non-forcible sex offenses: Unlawful, non-forcible sexual intercourse includes :

Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack 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. *(The criminal act need not result in injury to be counted as aggravated assault when a gun, knife, or other weapon is used in the commission of the crime.)*

Burglary: The unlawful entry into a building or other structure with the intent to commit a felony or a theft.¹⁶

Theft- Motor Vehicles: The theft of a motor vehicle, including automobiles, trucks, motorcycles, golf carts, and mopeds.

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, or personal property of another.

Hate Crimes: Any of the previously listed crimes and any other crime involving bodily injury, theft, intimidation, assault or destruction/damage/vandalism reported to the police or to a campus security authority in which the victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim.

Arrest: A person (juveniles included) taken into custody (jail) or a citation issued for violation of liquor, drug, or weapons laws (defined below).

¹⁵ See UCR the definition of rape (new for 2013) on page 44.

¹⁶ Burglaries in individual student rooms: Because residents of rooms in student housing facilities are not considered transient, the Burglary of each room is a separate offense. This means that if an offender unlawfully enters five dorm rooms on one floor of a student housing facility for the purpose of taking something, this incident should count as five Burglaries. Similarly, if a burglar enters five separate bedrooms accessible from a single point of entry, such as a suite, then this single incident should count as five burglaries.

Disciplinary Referral: The referral of any person to any campus official who institutes a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Liquor Laws: The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages. Driving under the influence and drunkenness violations are excluded.

Drug Laws: Violations of laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (Morphine, Heroin, Codeine); marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Weapons Laws: The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, knives, explosives, or other deadly weapons.



Crimes Reported to the Police and Campus Security Authorities (2011-2012)

Statistics on this page were gathered using the definitions in effect in 2011-2012, prior to the reauthorization of the Higher Education Opportunity Act and Violence Against Women Act of 2013.

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total*
Murder / Non-Negligent Manslaughter	2011	0	0	0	0	0
	2012	0	0	0	0	0
Negligent Manslaughter	2011	0	0	0	0	0
	2012	0	0	0	0	0
Robbery	2011	0	0	0	0	0
	2012	0	0	0	0	0
Aggravated Assault	2011	0	0	0	0	0
	2012	0	0	0	0	0
Burglary	2011	0	0	0	0	0
	2012	0	0	0	0	0
Theft- Motor Vehicles and Golf Carts	2011	0	0	0	0	0
	2012	0	0	0	0	0
Arson	2011	0	0	0	0	0
	2012	0	0	0	0	0
Domestic Violence	2011	0	0	0	0	0
	2012	0	0	0	0	0
Stalking	2011	0	0	0	0	0
	2012	0	0	0	0	0

NOTES

*The "Total" column for each crime is the sum of the On-Campus, Non-Campus, and Public Property categories. Student Residence is a subset of the On-Campus category. A crime occurring in a student dorm would be counted once in the Student Residence category and once in the On-Campus category. Every effort is made to appropriately count each crime only once in this report.

In situations in which more than one crime is committed, the hierarchy rule of the FBI Uniform Crime Reporting system requires only that the most serious offense be recorded for a single incident. As an exception to this rule, a sexual assault will always be recorded into the institution's annual statistics in addition to any other crimes associated within the same single incident.

Domestic violence and stalking were voluntarily included in 2011 and 2012 statistics using the California Penal Code statutes. Definitions can be found on pages 38-39, 43.

Crime statistics are requested annually from all jurisdictions in which Stanford University maintains property, whether it is owned, rented, or leased for educational purposes.

Forcible Sex Offenses (2011-2012)

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Forcible Rape</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0
<i>Forcible Fondling</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0
<i>Other Forcible Offenses</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0
<i>Total Forcible Sex Offenses</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0

Non-Forcible Sex Offenses (2011-2012)

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Incest</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0
<i>Statutory Rape</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0
<i>Total Non-Forcible Sex Offenses</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0

Arrests (2011-2012)

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Liquor Law</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0
<i>Drug Violations</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0
<i>Weapon Possession</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0

Disciplinary Actions (2011-2012)

Violation	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Liquor Law</i> ⁰	2011	0	0	0	0	0
	2012	0	0	0	0	0
<i>Drug Violation</i> [‡]	2011	0	0	0	0	0
	2012	0	0	0	0	0
<i>Weapon Possession</i>	2011	0	0	0	0	0
	2012	0	0	0	0	0

Hate Crimes (2011-2012)

2011 - There were no hate crimes reported in 2011.

2012 - There were no hate crimes reported in 2012.

⁰ If both an arrest and disciplinary referral are made, only the arrest is counted.



Crime Statistics Definitions - Changes in 2014 for reporting of 2013 Statistics

This Safety, Security, and Fire Report includes crime statistics from updated categories and definitions provided by the re-authorizations of the *Violence Against Women Act* and the *Higher Education Opportunity Act*. Data collected for calendar year 2013 will be based upon the new definitions, which are as follows:

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

Sex Offenses: Any sexual act directed against another person without the consent¹ of the victim, including instances where the victim is incapable of giving consent. These offenses are:

Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by the sex organ of another person, without the consent of the victim.²

Fondling: The touching of private body parts³ 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: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent. In California, the statutory age of consent is eighteen.

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; where 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; Dating Violence is not limited to sexual or physical abuse or the threat of such abuse.

Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of California, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of California.

Hate Crimes: The victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of the Clery Act, the categories of bias that may serve as the basis for a determination that a crime is a hate crime would include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.⁴

1 See page 36 for additional information on consent.

2 The definition of rape in effect for 2011-2012 was gender-specific and was limited to non-consensual intercourse between a man and a woman. The 2013 definition of rape encompasses all of the offenses previously categorized as "forcible sex offenses", with the exception of "forcible fondling", which is now categorized as "fondling". See also the California Penal Code statutory language on page 62.

3 Private body parts are generally considered to be the genitals, breasts, and buttocks.

4 The previous definition did not include national origin and gender identity.

Crimes Reported to the Police and Campus Security Authorities (2013)

Statistics recorded using revised Clery definitions contained in the reauthorizations of the Higher Education Opportunity Act and Violence Against Women Act in 2013, as outlined on pages 43.

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Murder / Non-negligent manslaughter</i>	2013	0	0	0	0	0
<i>Negligent manslaughter</i>	2013	0	0	0	0	0
<i>Robbery</i>	2013	0	0	0	0	0
<i>Aggravated Assault</i>	2013	0	0	0	0	0
<i>Burglary</i>	2013	0	0	0	0	0
<i>Theft- Motor Vehicles and Golf Carts</i>	2013	0	0	0	0	0
<i>Domestic Violence</i>	2013	0	0	0	0	0
<i>Dating Violence</i>	2013	0	0	0	0	0
<i>Stalking</i>	2013	0	0	0	0	0
<i>Arson</i>	2013	0	0	0	0	0

Hate Crimes (2013)

There were no hate crimes reported.

NOTES

Student Residences is a subset of the On-Campus category. A crime occurring in a student dorm would be counted once in the Student Residence category and once in the On-Campus category. The column totaling each crime is the sum of the On-Campus, Non-Campus, and Public Property categories. Every effort is made to count each crime only once in this report.

Sex Offenses (2013)

	Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
Forcible	<i>Rape (including sodomy, sexual assault w/object, oral copulation)</i>	2013	0	0	0	0	0
	<i>Fondling</i>	2013	0	0	0	0	0
Non-Forcible	<i>Incest</i>	2013	0	0	0	0	0
	<i>Statutory Rape</i>	2013	0	0	0	0	0
	<i>Total Sex Offenses</i>	2013	0	0	0	0	0

Arrests (2013)

Crime	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Liquor Law^Δ</i>	2013	0	0	0	0	0
<i>Drug Violations</i>	2013	0	0	0	0	0
<i>Weapon Possession</i>	2013	0	0	0	0	0

Disciplinary Actions (2013)

Violation	Year	Student Residences	On-Campus	Non-Campus	Public Property	Total
<i>Liquor Law^Δ</i>	2013	0	0	0	0	0
<i>Drug Violation</i>	2013	0	0	0	0	0
<i>Weapon Possession</i>	2013	0	0	0	0	0

^Δ If both an arrest and disciplinary referral are made, only the arrest is counted.