



UTAH SYSTEM OF  
HIGHER EDUCATION

# MEMORANDUM

November 3, 2023

## General Consent Calendar

### A. MINUTES

1. August 10, 2023, Committee of the Whole Meeting Minutes – (Attachment)
2. September 8, 2023, Committee of the Whole Meeting Minutes – (Attachment)
3. September 13, 2023, Committee of the Whole Meeting Minutes – (Attachment)

### B. FINANCE AND FACILITIES

1. USU – Property Acquisition (Attachment)

### C. WORKFORCE

1. Deep Technology Advisory Council Recommendations for Funding – (Attachment)

### D. TECHNICAL EDUCATION

1. Program Alignment – (Attachment)

### E. ACADEMIC EDUCATION

1. Updated Faculty Workload Policy – Southern Utah University – (Attachment)

### F. STUDENT AFFAIRS

1. Campus Safety Reports – (Attachment)

### G. my529

1. Repeal of Policies R601 and R602 (Attachment)

### H. PROGRAM NOTIFICATIONS

#### ACTION:

#### Policy Updates:

1. Southern Utah University – Faculty Workload Policy

#### Specialized Accreditation:

#### 3-Year Reports:

2. Weber State University – Doctor of Nursing Practice – Leadership Emphasis
3. Weber State University – Doctor of Nursing Practice – Family Nurse Practitioner Emphasis
4. Weber State University – Associate of Arts in Technical Theatre
5. Weber State University – Bachelor of Arts in Film Studies
6. Weber State University – Bachelor of Science in Interior Design
7. Weber State University – Bachelor of Science in Economics and Legal Studies
8. Weber State University – Bachelor of Science in Quantitative Economics
9. Weber State University – Associate of Arts in Localization

**7-Year Reports:**

10. University of Utah – Department of Human Genetics
11. University of Utah – World Languages and Cultures

**INFORMATION:**

12. University of Utah – Bachelor of Science in Linguistics
13. Southern Utah University – Master of Science in Nursing - Family Nurse Practitioner
14. Utah State University – Doctor of Veterinary Medicine
15. Utah Valley University – Bachelor of Sciences in Biomedical Science
16. Utah Valley University – Bachelor of Sciences in Zoology
17. Utah Valley University – Bachelor of Sciences in Cybersecurity
18. Utah Valley University – Bachelor of Sciences in Health Science
19. Utah Valley University – Master of Arts in Constitutional Government Civics and Law
20. Utah Valley University – Bachelor of Sciences in Humanities

**NOTIFICATION:****New Programs:**

21. University of Utah – Master of Public Health – Health Equity Emphasis
22. University of Utah – Bachelor of Science in Economics - Law and Economics Emphasis
23. Utah Tech University – Certificate of Proficiency in 3D Animation
24. Utah Valley University – Minor in Biology Education
25. Utah Valley University – Certificate of Proficiency in American Sign Language
26. Utah Valley University – Certificate of Proficiency in Spanish to English Translation
27. Utah Valley University – Minor in Zoology
28. Utah Valley University – Certificate of Proficiency in Middle School Math Endorsement
29. Utah Valley University – Certificate of Proficiency in Audio Engineering
30. Utah Valley University – Certificate of Proficiency in Game Sound
31. Utah Valley University – Certificate of Proficiency in Sound Design
32. Utah Valley University – Certificate of Proficiency in Advanced Technology and National Security
33. Utah Valley University – Certificate of Proficiency in Emergency Management
34. Utah Valley University – Certificate of Proficiency in Intelligence
35. Utah Valley University – Graduate Certificate in Emergency Management and Homeland Security Administration
36. Utah Valley University – Certificate of Proficiency in Real Estate Finance and Development
37. Utah Valley University – Bachelor of Science in Information Technology
38. Utah Valley University – Certificate of Proficiency in National Security and Geospatial Intelligence
39. Utah Valley University – Post-Baccalaureate Certificate in Financial Planning

**Program Restructure:**

40. Utah Tech University – Bachelor of Science in Respiratory Therapy
41. Utah Valley University – Bachelor of Science in Digital Audio

42. Utah Valley University – Associate of Applied Science in Digital Audio
43. Utah Valley University – Bachelor of Science in Emergency Services Administration
44. Utah Valley University – Bachelor of Science in Health Care Administration
45. Utah Valley University – Bachelor of Science in Information Technology

**Discontinuance:**

46. University of Utah – Bachelor of Fine Arts in Arts – Cross-3D Emphasis
47. Utah Tech University – Associate of Sciences in Laboratory Studies
48. Utah Tech University – Bachelor of Sciences in Physical Science Composite Teaching - Secondary Education Licensure
49. Utah Valley University – Bachelor of Science in Emergency Services Administration – Emergency Care Emphasis
50. Utah Valley University – Bachelor of Science in Emergency Services Administration – Emergency Management and Disaster Assistance Emphasis
51. Utah Valley University – Bachelor of Science in Emergency Services Administration – Emergency Leadership
52. Utah Valley University – Certificate of Proficiency in Financial Planning
53. Utah Valley University – Bachelor of Science in Information Technology – Computer Forensics and Security Emphasis
54. Utah Valley University – Bachelor of Science in Information Technology – Network Administration and Security Emphasis

**New Center:**

55. Utah Tech University – Center for Precision and Functional Genomics to Center for Precision Medicine and Functional Genomics
56. Utah Tech University – Center for Endurance and Extreme Human Performance

**I. AWARDS**

1. University of Utah – NIH National Institute on Aging; “R01 Regulatory Mech Resub”; \$2,307,287. Principal Investigator, Christopher T Gregg.
2. University of Utah – US Agency for International Development; “Usaid Pakistan Hessa”; \$5,079,321. Principal Investigator, Michael Ernest Barber.
3. University of Utah – National Science Foundation; “CSOE”; \$4,000,000. Principal Investigator, Shelley D Minter.
4. University of Utah – NIH National Center for Advancing Translational Sciences; “Dean U24 Heal Mar 2022”; \$3,121,104. Principal Investigator, Michael J Dean.
5. University of Utah – NIH National Institute Child Health & Human Development; “Dean P11 Cpcrn”; \$2,412,756. Principal Investigator, Kevin Michael Watt.
6. University of Utah – Novavax Inc; “Novavax Trial”; \$4,959,627. Principal Investigator, Sarang Kim Yoon.
7. University of Utah – DOT National Highway Traffic Safety Administration; “Nemsis Tac”; \$4,813,000. Principal Investigator, Newell C Mann.

8. Utah State University - US Dept of Ag. Animal and Plant Health Inspection Services (APHIS); “Targeted Surveillance of SARS-CoV-2 in Mule Deer”; \$3,337,276. Principal Investigator, Kezia Manlove.
9. Utah State University – UT Governor’s Office of Economic Development; “UIRA-Utah MEP Appropriation through GOEO FY24”; \$2,800,000. Principal Investigator, Stephen S Reed.
10. Utah State University – US Department of Workforce Services; “Empowering Financial Wellness”; \$2,008,832. Principal Investigator, Amanda Horrocks Christensen. Co-Investigators, Melanie Diane Jewkes, Andrea T schmutz.
11. Utah State University – Air Force Materiel Command; “Virtual Imagery Processing Capability (VIP-C) Ordering Period 4”; \$6,644,000. Principal Investigator, Shane Jenkins.
12. Utah State University – Air Force Research Laboratory; “Space and Nuclear Advanced Prototypes, Experiments & Technology Development Task Order 8-Forge (Future Operationally Resilient Ground Evolution)”; \$3,300,000. Principal Investigator, Kevin Westwood.
13. Utah State University – Lockheed Martin; “Diamondback”; \$3,000,000. Principal Investigator, Cameron King.
14. Utah State University – Air Force Research Laboratory; “Quantum Sensing and Timing (QST)”; \$2,223,396. Principal Investigator, Jeremy Nicoll.
15. Utah State University – Air Force Materiel Command; “Data Dissemination Element (DDE)”; \$2,048,635. Principal Investigator David Marchant.
16. Utah State University – US National Science Foundation; “NSF Engineering Research Center for Advancing Sustainability through Powered Infrastructure for Roadway Electrification (ASPIRE)”; \$4,015,000. Principal Investigator, Regan Zane. Co-Investigators, Christopher Fawson, Antje Graul, Marvin W Halling, Nicholas Roberts.
17. Utah State University – US National Science Foundation; “NSF Engineering Research Center for Advancing Sustainability through Powered Infrastructure for Roadway Electrification (ASPIRE)”; \$2,250,000. Principal Investigator, Regan Zane. Co-Investigators, Christopher Fawson, Antje Graul, Marvin W Halling, Nicholas Roberts.
18. Utah State University – US National Aeronautics & Space Administration; “Active Cooling for Methane Earth Sensors”; \$2,196,764.38. Principal Investigator, Charles M Swenson.
19. Utah State University – Hill Air Force Base; “AN/TPS-75 Radar System”; \$10,524,324. Principal Investigator, Tanner Larsen.
20. Utah State University – Sierra Nevada Corporation; “Airwolf”; \$5,000,000. Principal Investigator, Chris J Smith.
21. Utah State University – Air Force Materiel Command; “Virtual Imagery Processing Capability (VIP-C) High-Performance Computing (HPC) Enhancements”; \$3,059,000. Principal Investigators, Shane Jenkins, Craig Kelley.
22. Utah State University – NASA Jet Propulsion Laboratory; “Near Earth Object Surveyor”; \$2,140,000. Principal Investigator, Brent Carlsen.

23. Utah Valley University – National Science Foundation; “Civil and Mechanical Engineering (CAM) Scholarship program”; \$1,727,422. Principal Investigator, Sean Tolman.

**J. GRANT PROPOSALS**

1. University of Utah - US Department of Education; “Science-ESN”; \$2,141,443. Principal Investigator, John Matthew Jameson.
2. University of Utah – National Aeronautics & Space Admin; “U Zoom”; \$6,000,000. Principal Investigator, Jacob Dean Hochhalter.
3. University of Utah – National Science Foundation; “US-Canada Center-NSF GC”; \$4,999,999. Principal Investigator, Masood Parvania.
4. University of Utah – NIH National Inst Neurological Disorders Stroke; “3D Gallium Array”; \$3,691,755. Principal Investigator, Huanan Zhang.
5. University of Utah – DOD Defense Advanced Research Projects Agency; “Highly-Sensitive Raman Detect”; \$3,440,227. Principal Investigator, Carlos Mastrangelo.
6. University of Utah – NIH National Institute Neurological Disorders Stroke; “Biomimetic ECOG”; \$2,717,986. Principal Investigator, Huanan Zhang.
7. University of Utah – DHHS National Institutes of Health; “Sarvs VOV2 Resubmission”; \$2,166,948. Principal Investigator, Kerry E Kelly.
8. University of Utah – NIH National Cancer Institute; “GOEL NCI Due 6.5.2023”; \$3,142,190. Principal Investigator, Shreya Goel.
9. University of Utah – NIH Office of the Director; “Brown PA-20-185 Resub”; \$2,781,852. Principal Investigator, Jessica C.S. Brown.
10. University of Utah – NIH National Cancer Institute; “Wetter\_U54\_07.06.2022”; \$11,385,926. Principal Investigator, David Wetter.
11. University of Utah – DHHS National Institutes of Health; “Campbell R01 Resub Case 7.5.23”; \$2,645,156. Principal Investigator, Robert A Campbell.
12. University of Utah – NIH National Inst Child Health & Human Dev; “MFMU Renewal 2023-2030”; \$2,271,003. Principal Investigator, Torri Derback Metz.
13. University of Utah – DHHS Health Resources & Services Admin; “New Ty Dickerson HRSA”; \$15,999,999. Principal Investigator, Ty Dickerson.
14. University of Utah – NIH National Center for Advancing Transl Sciences; “Watt Heal Supplement June 23”; \$7,641,666. Principal Investigator, Kevin Michael Watt.
15. University of Utah – Primary Children’s Medical Center Foundation; “Bonkowsky Alpert IMH Sub 2023”; \$5,375,844. Principal Investigator, Joshua Leitch Bonkowsky.
16. University of Utah – NIH National Heart Lung & Blood Inst; “Holubkov U24\_July 2023”; \$4,322,433. Principal Investigator, Richard Holubkov.
17. University of Utah – DHHS National Institutes of Health; “Esra Resub R01 July 2023”; \$3,823,435. Principal Investigator, Brian Thomas Bucher.
18. University of Utah – NIH National Inst Neurologic Disorders Stroke; “Scoles-R01-Pask”; \$3,810,150. Principal Investigator, Daniel R Scoles.

19. University of Utah – DHHS National Institutes of Health; “Improving the IUD Insertion”; \$3,668,461. Principal Investigator, Lori M Gawron.
20. University of Utah – NIH National Inst Neurologic Disorders Stroke; “Dr. Scoles-R01 Renewal”; \$3,656,545. Principal Investigator, Daniel R Scoles
21. University of Utah – DHHS National Institutes of Health; “R01 AI17716 Resubmission”; \$3,555,164. Principal Investigator, Daniel Ted Leung.
22. University of Utah – DHHS National Institutes of Health; “Yang R01 HL 139689”; \$3,412,000. Principal Investigator, Tianxin Yang.
23. University of Utah – DHHS National Institutes of Health; “Fairfax R01 Resub April 2024”; \$3,336,165. Principal Investigator, Keke Fairfax.
24. University of Utah – DHHS National Institutes of Health; “Role of Soluble (Pro)Renin”; \$3,198,894. Principal Investigator, Nirupama Ramkumar.
25. University of Utah – DHHS National Institutes of Health; “Wan-Lin LO R01”; \$2,789,965. Principal Investigator, Wan-Lin Lo.
26. University of Utah – NIH National Institute on Aging; “R01 AG061376 Renewal”; \$2,679,565. Principal Investigator, Adam Lucas Hughes.
27. University of Utah – NIH National Institute of Mental Health; “Integrated Optogenetic Device”; \$6,265,817. Principal Investigator, Steven M Blair.
28. University of Utah – DOD Defense Advanced Research Projects Agency; “Seascape”; \$3,732,390. Principal Investigator, Hanseup Kim.
29. University of Utah – NIH Office of the Director; “NIH DP2 Cervical Spine”; \$4,241,861. Principal Investigator, Haohan Zhang.
30. University of Utah – US Environmental Protection Agency; “EPA AMR by Source”; \$2,114,207. Principal Investigator, Jennifer Lee Weidhaas.
31. University of Utah – DHHS National Institutes of Health; “Funai R01 DTR 9.1.23”; \$7,272,549. Principal Investigator, Katsuhiko Funai.
32. University of Utah – DHHS National Institutes of Health; “Funai OD DP1 9.8.23”; \$5,390,000. Principal Investigator, Katsuhiko Funai.
33. University of Utah – DHHS National Institutes of Health; “Boudina Prdm16 Renwl 8.10.23”; \$3,520,398. Principal Investigator, Sihem Boudina.
34. University of Utah – NIH Office of the Director; “Bortolato New R01 PA-20-185”; \$2,492,075. Principal Investigator, Marco Bortolato.
35. University of Utah – NIH Office of the Director; “LU Nih Due 08.13.2023”; \$2,289,510. Principal Investigator, Yue Lu.
36. University of Utah – DHHS National Institutes of Health; “US Pacific Islanders”; \$3,782,230. Principal Investigator, Neng Wan.
37. University of Utah – NIH National Institute of Drug Abuse; “Heal LTOT R01”; \$5,743,191. Principal Investigator, Eric L Garland.
38. University of Utah – NIH National Cancer Institute; “WU\_Suncate\_R01\_New”; \$3,939,547. Principal Investigator, Yelena Ping Wu

39. University of Utah – NIH National Cancer Institute; “Healthywest\_07.05.2023\_Resub”; \$3,869,580. Principal Investigator, David Wetter.
40. University of Utah – DHHS National Institutes of Health; “Beaudin Resub Cochlear 8.8.23”; \$3,819,950. Principal Investigator, Anna Elisse Beaudin.
41. University of Utah – DHHS National Institutes of Health; “Beaudin New Asthma R01 8.8.23”; \$ 3,550,681. Principal Investigator, Anna Elisse Beaudin.
42. University of Utah – NIH National Heart Lung & Blood Inst; “New R01 PA-20-185 July 2023”; \$3,121,330. Principal Investigator, Ademuyiwa Aromolaran.
43. University of Utah – NIH National Inst Child Health & Human Dev; “R01 6.5.23”; \$2,978,197. Principal Investigator, Carolyn W Swenson.
44. University of Utah – NIH National Cancer Institute; “Kirchhoff\_R01Resub\_07.05.2023”; \$2,872,342. Principal Investigator, Anne C Kirchhoff.
45. University of Utah – DHHS National Institutes of Health; “Okuyemi\_U54\_11.08.2022”; \$4,927,010. Principal Investigator, Kolawole S Okuyemi.
46. University of Utah – NIH National Center for Complementary & Integrative Health; “O’Connell\_R01Resub\_Vandy\_8.10”; \$4,107,253. Principal Investigator, Ryan M O’Connell.
47. University of Utah – NIH National Institute on Aging; “Hardikar\_Colocare”; \$3,943,479. Principal Investigator, Sheetal Hardikar.
48. University of Utah – NIH National Eye Institute; “Myers\_R01\_Resub\_07.05.2023”; \$3,911,421. Principal Investigator, Benjamin R Myers.
49. University of Utah – NIH National Cancer Institute; “O’Connell\_R01\_UCLA\_8.10.22”; \$3,898,689. Principal Investigator, Ryan M O’Connell.
50. University of Utah – NIH National Cancer Institute; “Cheshier\_R01\_New\_Anti-CD47”; \$3,866,249. Principal Investigator, Samuel Henry Cheshier.
51. University of Utah – NIH National Cancer Institute; “Melanoma Survivors in Utah”; \$3,611,274. Principal Investigator, Sheetal Hardikar.
52. University of Utah – NIH National Cancer Institute; “Spike\_R01\_Resub\_07.05.2023”; \$2,653,877. Principal Investigator, Benjamin T Spike.
53. University of Utah – NIH Office of the Director; “Reeves\_DP2\_8.18.23”; Principal Investigator, Melissa Quino Reeves.
54. University of Utah – NIH National Cancer Institute; “U01 RFA-CA-23-025 July 2023”; \$5,387,270. Principal Investigator, Kensaku Kawamoto.
55. University of Utah - NIH National Heart Lung & Blood Institution; “LAI R01 Resub March 2023”; \$3,492,465. Principal Investigator, Kent Lai.
56. University of Utah – NIH Office of the Director; “Neck Exoskeleton”; \$3,406,881. Principal Investigator, Jacob Anthony George.
57. University of Utah – DHHS National Institutes of Health; “Jarrod Johnson R01 Resub”; \$3,265,080. Principal Investigator, Jarrod Sean Johnson.
58. University of Utah – DHHS Health Resources & Services Administration; “Upap Lep and PD/IDD Scholar PR”; \$2,993,207. Principal Investigator, Amanda Leigh Elrod.

59. University of Utah – DHHS National Institutes of Health; “Deans R01 Resub April 2024”; \$2,956,564. Principal Investigator, Michael Robert Deans.
60. University of Utah – DHHS National Institutes of Health; “R01 Pelvic Organ Prolapse”; \$2,900,158. Principal Investigator, Carolyn W Swenson.
61. University of Utah – University of Michigan; “Casper Pcori Resub Aug 2023”; \$2,345,617. Principal Investigator, Theron Charles Casper.
62. University of Utah – DHHS National Institutes of Health; “Tyler Starr DP2 Transfer”; \$2,310,000. Principal Investigator, Tyler Starr.
63. University of Utah – DHHS Health Resources of Services Administration; “Kendrick Hrsta June 2023”; \$2,057,688. Principal Investigator, Ernest Jeremy Kendrick.
64. University of Utah – US Department of Energy; “Clean-Unitah”; \$48,209,259. Principal Investigator, Mingxi Liu.
65. University of Utah – HHS Advanced Research Projects Agency-Health; “Proter Arpa H Abstract”; \$13,944,723. Principal Investigator, Marc D Porter.
66. University of Utah – DOD Defense Advanced Research Projects Agency; “Darpa Hots Memes”; \$6,881,733. Principal Investigator, Carlos Mastrangelo.
67. University of Utah – NIH National Heart Lung & Blood Institution; “R01 NOSI 2023”; \$2,745,070. Principal Investigator, Tara Lynn Deans.
68. University of Utah – DHHS National Institutes of Health; “Funai DK DP1 9.28.23”; \$3,850,000. Principal Investigator, Katsuhiko Funai.
69. University of Utah – NIH National Cancer Institute; “Linder NCI R01 Oct 2023”; \$3,550,087. Principal Investigator, Lauri A Linder.
70. University of Utah – NIH National Institute of Nursing Research; “Cummins Ninr R01 Oct 2023”; \$2,616,764. Principal Investigator, Mollie Rebecca Cummins.
71. University of Utah – NIH National Institute Environmental Health Science; “Reilly Trpv3 Renewal”; \$3,819,873. Principal Investigator, Christopher A Reilly.
72. University of Utah – DHHS Centers for Disease Control & Prevention; “CDC CFA”; \$17,500,000. Principal Investigator, Matthew H Samore.
73. University of Utah – DHHS National Institutes of Health; “Chen Dp1 R01 9.8.23”; \$5,390,000. Principal Investigator, Qi Chen.
74. University of Utah – DHHS National Institutes of Health; “Ravi Ranjan New R01”; \$3,059,151. Principal Investigator, Ravi Ranjan.
75. University of Utah – NIH Office of the Director; “Smart Control of Smart Device”; \$8,230,166. Principal Investigator, Jacob Anthony George.
76. University of Utah – DHHS National Institutes of Health; “Shofty U01: Neural Dynamics”; \$5,837,855. Principal Investigator, Ben Shofty.
77. University of Utah – DHHS National Institutes of Health; “New R01 MPI W/Williams”; \$3,738,705. Principal Investigator, Jeffrey Scott Hale.
78. University of Utah – NIH National Heart Lung & Blood Institute; “Effects of E-Cigarette”; \$3,718,917. Principal Investigator, Kristi Jo Warren.



79. University of Utah – DHHS National Institutes of Health; “NIH DP1-Cazalla”; \$3,500,000. Principal Investigator, Demian Cazalla.
80. University of Utah – DHHS National Institutes of Health; “DP1 RFA-RM-23-004-2023”; \$3,500,000. Principal Investigator, Jason Dennis Shepherd.
81. University of Utah – NIH National Heart Lung & Blood Institute; “Williams PHN May 2023”; \$3,031,819. Principal Investigator, Richard V Williams.
82. University of Utah – DHHS National Institutes of Health; “Renal Dendritic Cell Tonebp”; \$2,799,937. Principal Investigator, Brandi Michele Wynne.
83. University of Utah – NIH National Institute of Arthritis and Musculoskeletal Skin Diseases; “Biomechanics of RTSA – R.R.”; \$2,686,250. Principal Investigator, Heath Byron Henninger.
84. University of Utah – DHHS National Institutes of Health; “Prefrontal Recruitment”; \$2,497,195. Principal Investigator, Behrad Noudoost.
85. University of Utah – NIH National Institute of Arthritis and Musculoskeletal Skin Diseases; “OA Associated Piezo1 Alleles”; \$2,343,359. Principal Investigator, Michael John Juryneec.
86. University of Utah – DHHS National Institute of Health; “NIH DP2 2023”; \$2,310,000. Principal Investigator, Jessica Allison Sewell.
87. University of Utah – NIH National Institute Allergy & Infectious Diseases; “Valley Fever Fungus Dispersal”; \$2,310,000. Principal Investigator, Katharine Sassandra Walter.
88. Utah State University – US Dept of Agriculture and Food Research Initiative; “Animal Breeding-RCN: Farm Animal Genomics Collective”; \$3,248,019.48. Principal Investigator, Noelle E Cockett. Co-Investigators, Darren Hagen, Dr. Andrew S. Hess, Dr. Theodore Samuel Kalbfleisch, Dr. James E Koltes.
89. Utah State University – US Dept of Energy; “Low-cost Wireless Opportunity Chargers for Short-Haul Heavy-Duty Vehicles”; \$5,000,000. Principal Investigator, Michael Paul Masquelier. Co-Investigators, Abhilash Kamineni, Dustin W Maughan, Regan Zane.
90. Utah State University – National Institutes of Health; “Development of a hamster model for hepatitis B virus infection”; \$3,750,010.83. Principal Investigator, Zhongde Wang.
91. Utah State University – National Institutes of Health; “Mechanism of Zika virus-induced temporary paralysis in mice modeling Guillain-Barre’ syndrome”; \$3,139,688.86. Principal Investigator, John D Morrey.
92. Utah State University – US National Science Foundation; “NSF Convergence Accelerator Track H: Universal Pathways: AI Solutions for Equitable Transportation”; \$4,999,987.24. Principal Investigator, Brent Chamberlain. Co-Investigators, Keith M Christensen, Xiaojun Qi.
93. Utah State University – US National Science Foundation; “Community Impact with Teacher Leaders in Data Science and Mathematical Modeling”; \$2,939,643.58. Principal Investigator, Brynja R Kohler. Co-Investigators, Brennan Lynn Bean, Tye Glenn Campbell, Sindura Subanemy Kularajan, Jessica Erin Lajos.
94. Utah State University – Hill Air Force Base; “AN/TPS-75 Radar System Base”; \$11,257,596.66. Principal Investigator, Tanner Larsen.

95. Utah State University – Hill Air Force Base; “Advanced Radar Threat System Variant 3 (ARTS-V3) Variable Aperture digital Radar Systems Lead Systems Integrator (LSI) (5.5 years Base) plus Addendum 1”; \$9,125,830. Principal Investigator, Rex Nethercott.
96. Utah State University – Missile Defense Agency; “Wide-Field-of View (WFOV) Testbed Mission Data Processing (MDP) & Sensor Calibration Campaign Research & Development (R&D) Proposal”; \$5,242,555. Principal Investigator, Jason Cluche.
97. Utah State University – NASA Jet Propulsion Laboratory; “Flight Production of MSR Solid-State Power Amplifiers”; \$4,731,000. Principal Investigator, Tim Neilsen.
98. Utah State University – Air Force Materiel Command; “Virtual Imagery Capability (VIP-C) HPC Enhancements Secondary Processing”; \$3,097,143. Principal Investigator, Shane Jenkins.
99. Utah State University – National Institutes of Health; “Early Therapeutic approaches to cystic fibrosis (CF) lung disease”; \$12,682,630.99. Principal Investigator, Irina Polejaeva. Co-Investigators, Arnaud Van Wettere, Kenneth L White.
100. Utah State University – Air Force; “Sentinel Task Order 2”; \$3,476,508. Principal Investigator, Roger Ellis.
101. Utah State University – Air Force Research Laboratory; “Broadhead ECP-6”; \$3,149,401.40. Principal Investigator, Jennifer Bowman.
102. Utah State University – Missile Defense Agency; “Overhead Persistent Infrared (OPIR) Algorithm and C++ Development”; \$2,735,541. Principal Investigator, Ali Ghafourian.
103. Utah Valley University – Utah System of Higher Education; “Deep Tech Extended Reality & Stimulations program”; \$1,055,514. Principal Investigator, Michael Harper.
104. Utah Valley University – Lemelson Foundation; “Research on Reduction of Airport Emissions and Noise”; \$1,000,000. Principal Investigator, Brett Stone.



**DRAFT MINUTES SUBJECT TO APPROVAL BY THE BOARD AT THE NOVEMBER 3, 2023 BOARD MEETING**

**Utah Board of Higher Education  
Utah System of Higher Education  
Thursday, August 10, 2023**

COMMITTEE OF THE WHOLE  
MINUTES

**Board Members Present**

Javier Chavez, Jr.  
Jon Cox  
Amanda Covington  
Sharon Eubank  
Danny Ipson  
Tina Marriott Larson  
Steve Neeleman  
Aaron Skonnard  
Holly Talbot  
Cydni Tetro

**Board Members Absent**

**Office of the Commissioner**

Dave Woolstenhulme, Commissioner  
Geoff Landward, Deputy Commissioner and Government Relations Director  
Nate Talley, Deputy Commissioner and CFO  
Taylor Adams, Associate Commissioner of Student Affairs  
Alison Adams-Perlac, General Counsel  
Trisha Dugovic, Director of Communication  
Malin Francis, Director of Facilities and Planning  
Brynn Fronk, Executive Assistant to the Utah Board of Higher Education  
Jared Haines, Senior Advisor to the Commissioner  
Julie Hartley, Associate Commissioner of Academic Education  
Vic Hockett, Associate Commissioner of Talent Ready Utah  
Carrie Mayne, Chief Economist  
Katie Mazzie, Director of Student-Centered Initiatives  
Jefferson Moss, Innovation District at The Point Project Director  
Natalie Reidhead, Administrative Assistant  
Hilary Renshaw, Associate General Council  
Melissa Van Hien, Office Manager / Executive Assistant to the Commissioner  
Joe Wheeler, IT Support  
Kim Ziebarth, Associate Commissioner of Technical Education

**Other Guests**

Cathy Anderson, Chief Financial Officer, University of Utah  
Janalyn Brown, Staff Assistant, Utah State University  
Ashley Marshall, Utah Foundation  
Mitzi Montoya, Senior Vice President for Academic Affairs, University of Utah  
Lisa Moon, Executive Vice President, Bridgerland Technical College

Kevin Olsen, Assistant Attorney General, Attorney General's Office  
Val Peterson, Vice President for Administration/Strategic Relations, Utah Valley University  
Jacob Wright, Senior Budget & Policy Analyst, Governor's Office of Planning & Budget

**Institutional Presidents Present**

Darin Brush, Davis Technical College  
Mindy Benson, Southern Utah University  
Clay Christensen, Mountainland Technical College  
Betsy Cantwell, Utah State University  
Paul Hacking, Tooele Technical College  
Deneece Huftalin, Salt Lake Community College  
Stacey McIff, Snow College

Brad Mortensen, Weber State University  
Jordan Rushton, Dixie Technical College  
Jim Taggart, Ogden-Weber Technical College  
Wayne Vaught, Utah Valley University (acting)  
Aaron Weight, Uintah Basin Technical College  
Richard Williams, Utah Tech University  
Brennan Wood, Southwest Technical College

Commissioner Woolstenhulme called the meeting to order at 8:40 a.m.

**Committee of the Whole**

*Welcome*

Commissioner Woolstenhulme welcomed the attendees. This was an information item only; no action was taken.

*Oath of Office*

Brynn Fronk administered the Oath of Office to all the present Board members. This was an information item only; no action was taken.

*Board Leadership Appointment*

**Board member Larson moved to appoint the exceptional Amanda Covington to chair the Board of Higher Education. Board member Larson also moved the Board appoint Dr. Steve Neeleman to be the vice chair of the Board of Higher Education. The Board members in attendance voted unanimously in favor. The motion passed.**

*Recognition of Prior Board's Accomplishments*

Chair Covington recognized the accomplishments of the prior Board members. This was an information item only; no action was taken.

**Board member Skonnard called for the motion to go into closed session. Board member Eubank seconded the motion, and the Board members in attendance voted unanimously in favor. The motion passed.**

***Closed Session***

**Board member Skonnard moved to end closed session. Board member Cox seconded the motion, and the Board members in attendance voted unanimously in favor. The motion passed.**

***Committee of the Whole***

### *Welcome*

Chair Covington welcomed the attendees. This was an information item only; no action was taken.

### *Executive Staff & Presidents Introductions*

Commissioner Woolstenhulme introduced the presidents and Utah System of Higher Education executive staff. This was an information item only; no action was taken.

### *Duties and Responsibilities*

Geoff Landward went over the duties and responsibilities of the Board, institutional boards of trustees, and institutional presidents. He informed the Board that they could review the responsibilities and duties and make changes. This was an information item only; no action was taken.

### *Board Workflow*

Geoff Landward shared the Board workflow process with the Board members. Some of the Board members asked for changes to be made to the process to ensure adequate information flow and detail. This was an information item only; no action was taken.

### *Institutional Constituent Groups*

Commissioner Woolstenhulme highlighted the institutional constituent groups within the system. This was an information item only; no action was taken.

### *Institutional Roles and Mission*

Commissioner Woolstenhulme reviewed the institutional roles and mission with the Board members. He clarified the region of the state where Utah State provides technical education. At the Board's request, the Commissioner noted that the Office of the Commissioner can look at options to improve the Utah College Advising Corps (UCAC). It will be addressed at the November Board meeting. This was an information item only; no action was taken.

### *Program Approval and Review Process*

Julie Hartley trained the Board on the academic degree program approval process. A few Board members requested more conversation on the program review process. This was an information item only; no action was taken.

### *System Priorities and Strategic Plan*

Commissioner Woolstenhulme introduced the system priorities and strategic plan. He emphasized that this is the new Board's strategic plan that drives the work of the Office of the Commissioner. Before the next Board meeting, the Board should dive into the plan and send any proposed changes.

Taylor Adams walked the Board through the basics of the strategic plan and how it was created and changed. Members of the USHE executive staff reviewed the strategic plan topics, including System Leadership, Affordability, Completion, and Access. There was a discussion amongst Board members and staff regarding completion rates and credit transfer. This was an information item only; no action was taken.

### *Talent Ready Utah Training*

Vic Hockett provided Talent Ready Utah Training for the Board members. The Board members and Vic discussed jobs being filled by Utah graduates, the criteria for success within Talent Ready Utah, and the impacts of artificial intelligence on higher education. This was an information item only; no action was taken.

### *Innovation and Commercialization*

Jefferson Moss provided the Board with an update on the innovation and commercialization work his team is doing. This was an information item only; no action was taken.

### *Data Dashboard Training*

At Board member Tetro's request, the presidents shared insights from the training thus far. Carrie Mayne reviewed the Data Dashboards with the Board. Board member Tetro asked the presidents their leading and lagging indicators of success, to which various presidents answered. This was an information item only; no action was taken.

### *Finance and Facilities Training*

In the interest of time, Nate Talley skipped training on the Budget Process, Financial Aid, Performance Funding, Capital, and Tuition. He trained the Board members on the Preliminary FY2025 Budget Proposals. There was a discussion amongst the group regarding the changes to performance funding. They also discussed shared services. Chair Covington requested that the Commissioner's office create a work plan around shared services that the new Board can digest and find ways to participate. The Commissioner noted they will work on this and take it to the Council of Presidents to see what can work for the institutions and the Board. Board member Chavez requested basic financial information, to which Nate Talley responded that it would be sent to the Board. Board member Tetro expressed feeling unprepared or unhelpful without the insights of the presidents and asked for a working session to engage in dialogue with them. **Board member Tetro moved that we have a meeting with the presidents with a preread before. Aaron Skonnard seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

### *Preliminary FY2025 Budget Proposals Approval*

**Board member Eubank moved to adopt the preliminary fiscal year 2025 budget guidelines and priorities as presented. Board member Ipson seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

### *University of Utah Baseball Facilities Design Phase Approval*

Cathy Anderson presented the University of Utah baseball facilities project. The University is seeking the Board to approve the project's design, and they'll return to the Board for approval in December. She noted that the construction will go out to bid once the design is done and approved. **Vice Chair Neeleman moved to approve the planning and design for the new baseball stadium capital development project at the University of Utah, with the accompanying requirement that the University of Utah return to the Board in December 2023 for full project approval. Board member Eubank seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

*Utah Education Savings Board of Trustees Appointment*

Commissioner Woolstenhulme reviewed the Utah Education Savings Board of Trustees appointment item with the Board members. Chair Covington asked for an update on my529 at the next Board meeting.

**Board member Cox moved to appoint the following members to the Utah Education Savings Board of Trustees with terms expiring as follows:**

- **Dr. Stephen Nadauld, expiring August 31, 2024**
- **Lisa-Michele Church, expiring August 31, 2025**
- **Palmer DePaulis, expiring August 31, 2025**
- **Arthur Newell, expiring August 31, 2026**
- **Lori Chillingworth, expiring August 31, 2026**
- **John Lunt, expiring August 31, 2027**
- **Mark Cain, expiring August 31, 2027**

**Board member Tetro seconded the motion. Board members in attendance voted unanimously in favor. The motion passed.**

*Board Policy Amendments Based on Recent Legislation*

Alison Adams-Perlac reviewed the policy amendments with the Board members. **Chair Covington moved to approve the amended Board policies, repeal Board Policy R121, and direct institutions to implement the changes to Board Policy R472 in time for the 2023 fall semester. Board member Larson seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

*Consent Calendar*

**Board member Skonnard moved to approve the Consent Calendar. Board member Cox seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

*Legislative Affairs*

Due to time restraints, this agenda item was moved to the December 2023 Board meeting. Chair Covington asked for information on legislative items. Commissioner Woolstenhulme stated that calendar invites will be sent to the Board members for the Education Interim Committee meetings and Higher Education Appropriations Subcommittee meetings so they know when they are happening and can attend if they choose.

*Open & Public Meetings Act Training*

Kevin Olsen, assistant attorney general, provided training for the Board on open and public meetings. This was an information item only; no action was taken.

*Board Administrative Items*

Brynn Fronk shared administrative items with the Board members. This was an information item only; no action was taken.

The group discussed coming together around a refreshed vision. Chair Covington asked the Board members to send her and Vice Chair Neeleman any thoughts. This was a discussion item only; no action was taken.

**Chair Covington moved to adjourn. Board member Larson seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

The meeting adjourned at 4:20 p.m.

\_\_\_\_\_  
Geoffrey Landward, Secretary

Date Approved:

DRAFT





**DRAFT MINUTES SUBJECT TO APPROVAL BY THE BOARD AT THE NOVEMBER 3, 2023 BOARD MEETING**

**Utah Board of Higher Education  
Virtual Conference via Zoom  
Friday, September 8, 2023**

**COMMITTEE OF THE WHOLE  
MINUTES**

**Board Members Present**

Javier Chavez, Jr.  
Jon Cox  
Amanda Covington  
Danny Ipson  
Tina Marriott Larson  
Steve Neeleman  
Holly Talbot

**Board Members Absent**

Sharon Eubank  
Aaron Skonnard  
Cydni Tetro

**Office of the Commissioner**

Geoff Landward, Deputy Commissioner and Government Relations Director  
Nate Talley, Deputy Commissioner and CFO  
Alison Adams-Perlac, General Counsel  
Trisha Dugovic, Director of Communication  
Brynn Fronk, Executive Assistant to the Utah Board of Higher Education  
Julie Hartley, Associate Commissioner of Academic Education  
Vic Hockett, Associate Commissioner of Talent Ready Utah  
Lais Martinez, Assistant Commissioner for Equity, Diversity, and Inclusion  
Carrie Mayne, Chief Economist  
Jefferson Moss, Innovation District at The Point Project Director  
Melissa Van Hien, Office Manager / Executive Assistant to the Commissioner  
Scott Wyatt, Senior Executive Director of Statewide Online Education

**Other Guests**

Michiel Bostick, Vice President of Instructional Services, Uintah Basin Technical College  
Jeff Lund, Vice President and Chief Financial Officer, Davis Technical College  
Chris Nelson, Chief University Relations Office and Secretary to the University, University of Utah  
Patricia Walker, Vice President of Students Services and Marketing, Tooele Technical College

**Institutional Presidents Present**

Mindy Benson, Southern Utah University  
Clay Christensen, Mountainland Technical College  
Elizabeth Cantwell, Utah State University  
Chad Campbell, Bridgerland Technical College  
Deneece Huftalin, Salt Lake Community College  
Stacey McIff, Snow College

Brad Mortensen, Weber State University  
Jordan Rushton, Dixie Technical College  
Jim Taggart, Ogden-Weber Technical College  
Astrid Tuminez, Utah Valley University  
Richard Williams, Utah Tech University  
Brennan Wood, Southwest Technical College

Chair Covington called the meeting to order at 3:00 p.m.

## Committee of the Whole

### *USHE Updates*

Chair Covington announced the members of the Board Executive Committee as Chair Covington, Vice Chair Neeleman, and Board member Javier Chavez Jr. At the request of the Chair, Deputy Commissioner Landward updated the group on Scott Wyatt's contract with the System. Scott will work on the following areas: three-year bachelor's degrees, onboarding higher education students in their first six weeks, disaggregating bachelor's degrees, and higher education degrees awarded by third parties. This was an information item; no action was taken.

### *Roundtable Discussion with USHE Presidents*

Chair Covington asked each president to discuss the opportunities and challenges at their institution. The following topics were areas of the most concern/interest among the presidents:

1. Three-year (90-credit) Bachelor's Degrees, Maintain Pell Eligibility, Move as a System
2. Performance Funding Model, Reevaluate Some Things, Have Consistency in This and Other Metrics; Recognize Secondary Students in Funding Models; PT v FTE
3. Shared Services: Cybersecurity
4. Affordable Student Housing; Innovative Approaches
5. Credit Transfer Standards within USHE Institutions, Including Stackable Credentials, Articulation Accountability, While Not Diluting Success of Technical Education
6. Common Measurement For Economic Value/ Impact, Including Tech Transfer and Entrepreneurship and How that Brings Value to the State
7. One Size Does Not Fit All; Continue to Help Tech Colleges Stay Nimble to Industry Needs
8. Shared Services: Title IX Issues
9. Work Together Instead of Competitively/Incentives to Collaborate
10. Funding for Capital Projects; Evaluate for Renovation and Remodel; S.B. 102
11. Growth and Capacity for Tech Programs
12. Job Market/Employer Collaboration; Optimize Curriculum so Students are Prepared
13. Marketing to Promote Value of Higher Ed/ USHE Story
14. Shared Solutions to Increase FAFSA; Better Coordinate Financial Aid
15. Shared Services: Student Information System, e.g., Northstar & Other Student Technology

This was an information item only; no action was taken.

**Board member Larson moved to adjourn. Board member Cox seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

The meeting adjourned at 5:00 p.m.

Date Approved:

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Geoffrey Landward, Secretary



**DRAFT MINUTES SUBJECT TO APPROVAL BY THE BOARD AT THE NOVEMBER 3, 2023 BOARD MEETING**

**Utah Board of Higher Education  
Virtual Conference via Zoom  
Wednesday, September 13, 2023**

**COMMITTEE OF THE WHOLE  
MINUTES**

**Board Members Present**

Amanda Covington, Chair  
Steve Neeleman, MD, Vice Chair  
Javier Chavez, Jr.  
Jon Cox  
Sharon Eubank  
Danny Ipson  
Tina Marriott Larson  
Aaron Skonnard  
Cydni Tetro  
Holly Talbot

**Board Members Absent**

**Office of the Commissioner**

Geoff Landward, Deputy Commissioner and Government Relations Director  
Nate Talley, Deputy Commissioner and CFO  
Alison Adams-Perlac, General Counsel  
Trisha Dugovic, Director of Communication  
Brynn Fronk, Executive Assistant to the Utah Board of Higher Education

**Other Guests**

Emily Hobbs, Administrative Chief of Staff, Bridgerland Technical College  
Stephanie Hollist, General Counsel, Weber State University  
Carson Howell, Vice President for Finance and Administrative Services, Snow College  
Wayne Vaught, Provost/Sr. Vice President – Academic Affairs, Utah Valley University

**Institutional Presidents Present**

Mindy Benson, Southern Utah University  
Clay Christensen, Mountainland Technical College  
Paul Hacking, Tooele Technical College  
Stacey McIff, Snow College  
Brad Mortensen, Weber State University

Taylor Randall, University of Utah  
Jordan Rushton, Dixie Technical College  
Jim Taggart, Ogden-Weber Technical College  
Richard Williams, Utah Tech University  
Brennan Wood, Southwest Technical College

Chair Covington called the meeting to order at 3:00 p.m.

**Committee of the Whole**

Chair Covington welcomed the Board members and guests in attendance.

**Board member Tetro moved to go into closed session for the purpose of discussing the character, professional competence, or physical or mental health of an individual. Vice Chair Neeleman seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

### **Closed Session**

**Board member Skonnard moved to end closed session. Board member Cox seconded the motion, and the Board members in attendance voted unanimously in favor. The motion passed.**

### **Committee of the Whole**

#### *Commissioner's Office Update*

Chair Covington announced that Commissioner Dave Woolstenhulme has resigned and thanked him for his service to the Utah System of Higher Education.

**Vice Chair Neeleman moved to appoint Geoffrey Landward as interim commissioner of higher education for the state of Utah. Board member Chavez Jr. seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

On behalf of the Board, Chair Covington expressed full support of Interim Commissioner Landward. Interim Commissioner Landward thanked the group for their trust and shared his willingness to help with the transition in any way he could.

**Board member Larson moved to adjourn. Board member Eubank seconded the motion. The Board members in attendance voted unanimously in favor. The motion passed.**

The meeting adjourned at 4:00 p.m.

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Amanda Covington, Chair

Date Approved:



# MEMORANDUM

November 3, 2023

## Utah State University – Property Transactions

As required by Policy R703, *Acquisition of Real Property*, Utah State University (USU) is notifying the Board of Higher Education of the opportunity to acquire a parcel of developed residential land in Washington, D.C.

Currently, USU rents apartments and subleases them to students interested in government and public policy who have an internship in Washington, D.C. With the increase in rental costs, the acquisition of this property will allow USU to eliminate the existing lease obligations and the associated external annual rent escalations and stabilize student housing costs.

A fair market value by an independent appraisal acquired by USU was performed and established at a value of \$2,110,000. In addition, a thorough evaluation of the property was also performed by a property inspector, who identified several small items that need to be corrected by the seller before closing on the property. Institutional funds will be used to purchase the property, and lease revenues will be used to recover the initial cost and provide funding to manage and maintain the property.

The USU Board of Trustees is expected to approve the real property acquisition in their October 27, 2023, meeting.

### **Interim Commissioner's Recommendations**

The Interim Commissioner recommends the Board authorize the property acquisition for USU as described above and in the accompanying documents.

### **Attachments**



October 23, 2023

Interim Commissioner Geoffrey Landward  
Utah System of Higher Education  
Two Gateway  
60 South 400 West  
Salt Lake City, Utah 84101-1284

Subject: Real Property Acquisition

Dear Interim Commissioner Landward:

Following Utah System of Higher Education policy R703, Acquisition of Real Property, Utah State University desires to acquire a parcel of developed residential land in Washington, D.C. The property is .057 acres in size and consists of four condominiums and improvements.

Students interested in government and public policy that have internships in Washington, D.C. will have the option to rent the condominiums. USU has rented apartments in the area and subleased them to student interns since the year 2008. Rental costs have increased significantly during that time. Acquiring this property, and not renewing existing lease contracts, will eliminate externally imposed annual rent escalations and will allow USU to stabilize student housing costs.

The fair market value of the property as determined by an independent appraisal acquired by USU is \$2,110,000. A thorough evaluation of the property by a property inspector was also conducted. The inspection report identified several relatively small issues that will need to be corrected by the seller prior to closing, but otherwise the property is in good condition. Institutional funds will be used to purchase the property at the appraised value. Lease revenues will be used to recover the initial cost and provide funding to manage and maintain the property.

It is expected that the Utah State University Board of Trustees will approve the real property acquisition during the October 27, 2023, meeting.

We appreciate your support and request that this item be placed on the Board of Higher Education agenda for the November meeting.

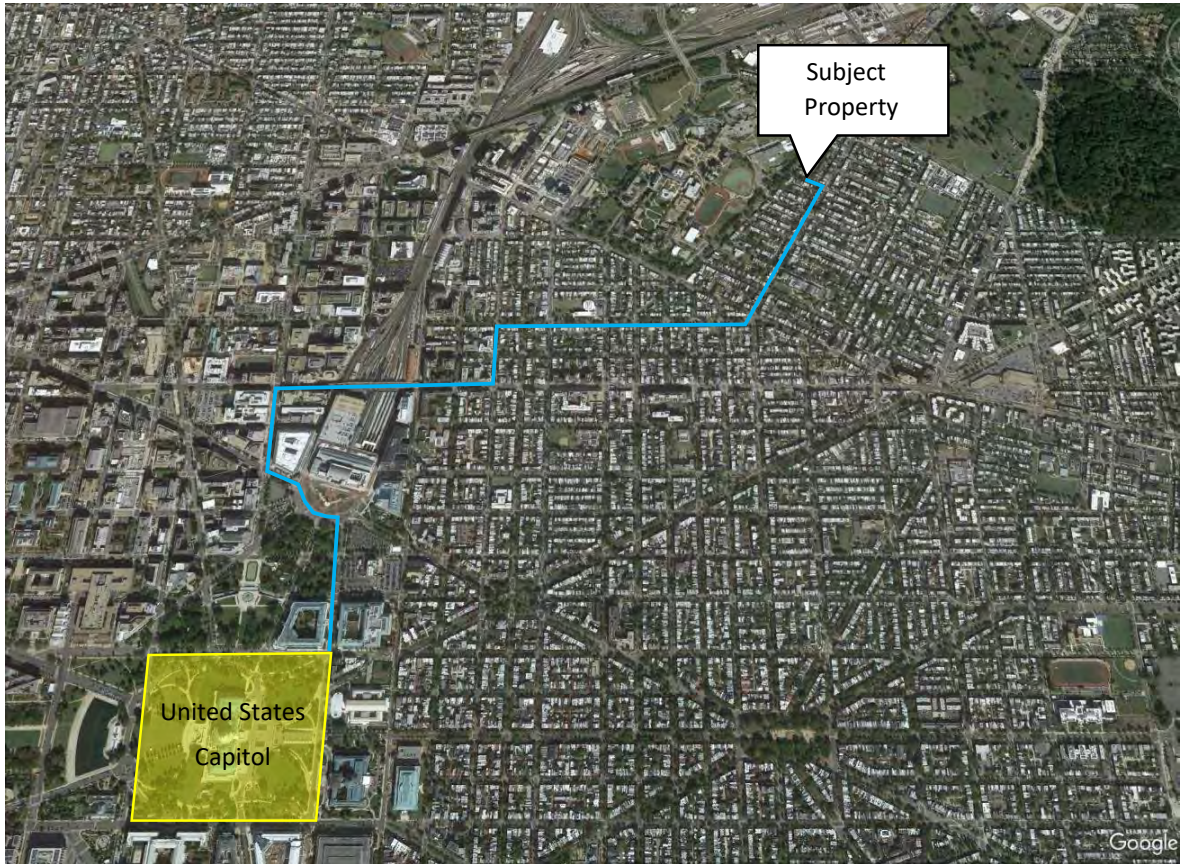
Sincerely,

A handwritten signature in black ink, appearing to read 'David T. Cowley'.

David T. Cowley  
Vice President for Finance & Administrative Services

cc: Nate Talley, Chief Financial Officer  
Malin Francis, Director of Facilities & Planning  
Elizabeth R. Cantwell, President

Proposed Acquisition in Washington, D.C.







# **APPRAISAL OF REAL PROPERTY**

An Individual Condominium Unit

## **LOCATED AT**

1111 Holbrook Ter NE #1  
Washington, DC 20002  
Lot: 2023 Square: 4058 Map: Trinidad

## **FOR**

Utah State University  
Old Main Hill  
Logan, UT 84322

## **OPINION OF VALUE**

475,000

## **AS OF**

10/29/2018

## **BY**

Victor Brown  
Capital Market Appraisal  
1203 K St NW  
Washington, DC 20005  
(202) 320-3702  
victor@capitalmarketappraisal.com  
www.capitalmarketappraisal.com

# **APPRAISAL OF REAL PROPERTY**

An Individual Condominium Unit

## **LOCATED AT**

1111 Holbrook Ter NE #2  
Washington, DC 20002  
Lot: 2023 Square: 4058 Map: Trinidad

## **FOR**

Utah State University  
Old Main Hill  
Logan, UT 84322

## **OPINION OF VALUE**

485,000

## **AS OF**

10/29/2018

## **BY**

Victor Brown  
Capital Market Appraisal  
1203 K St NW  
Washington, DC 20005  
(202) 320-3702  
victor@capitalmarketappraisal.com  
www.capitalmarketappraisal.com

# **APPRAISAL OF REAL PROPERTY**

An Individual Condominium Unit

## **LOCATED AT**

1111 Holbrook Ter NE #3  
Washington, DC 20002  
Lot: 2023 Square: 4058 Map: Trinidad

## **FOR**

Utah State University  
Old Main Hill  
Logan, UT 84322

## **OPINION OF VALUE**

575,000

## **AS OF**

10/9/2023

## **BY**

Victor Brown  
Capital Market Appraisal  
1203 K St NW  
Washington, DC 20005  
(202) 320-3702  
victor@capitalmarketappraisal.com  
www.capitalmarketappraisal.com

# **APPRAISAL OF REAL PROPERTY**

An Individual Condominium Unit

## **LOCATED AT**

1111 Holbrook Ter NE #4  
Washington, DC 20002  
Lot: 2023 Square: 4058 Map: Trinidad

## **FOR**

Utah State University  
Old Main Hill  
Logan, UT 84322

## **OPINION OF VALUE**

575,000

## **AS OF**

10/9/2023

## **BY**

Victor Brown  
Capital Market Appraisal  
1203 K St NW  
Washington, DC 20005  
(202) 320-3702  
victor@capitalmarketappraisal.com  
www.capitalmarketappraisal.com



UTAH SYSTEM OF  
HIGHER EDUCATION

November 3, 2023

# MEMORANDUM

## Deep Technology Advisory Council Recommendations for Funding

Board Policy [R430, \*Deep Technology Talent Initiative\*](#), provides funding to expand programs in deep technology. The Deep Technology Talent Initiative aims to facilitate collaborations that create expanded, multidisciplinary programs or stackable credential programs in both undergraduate and graduate studies that prepare students to work at the research and development level in leading-edge technologies such as Advanced Materials, Autonomous Vehicles, Artificial Intelligence, Cyber Security, Precision Medicine, Machine Learning, Augmented and Virtual Reality, Quantum Computing, Robotics, Nanotechnology, and others.

Deep Tech refers to cutting-edge breakthroughs based on substantial scientific advances and/or meaningful engineering innovation. The Deep Tech Initiative provides funding to create and expand programs in deep technology.

In accordance with Utah code [53B-26-302](#), the Deep Technology Talent Advisory Council recommends the Board issue the following grants:

University of Utah - Transportation Infrastructure Electrification Joint Certificate Program  
Total Award of \$573,166 over two years

Weber State University - Post-Baccalaureate Certificate in Materials Science and Engineering  
Total Award of \$812,475 over three years

Utah State University - New Certificate in Remote Sensing And Geospatial Artificial Intelligence  
Total Award of \$674,799 over three years

University of Utah - Utah Workforce for Biotherapeutics  
Total Award of \$841,350 over three years

Southern Utah University - Training and Online Development Labs and Deep Learning/VR  
Total Award of \$798,458 over three years

Utah Valley University - Amendment to Automated Drone-Based System with AI  
Total Award of \$179,000 over one year

**Commissioner’s Recommendation**

The Commissioner recommends the Board approve the recommendations for institutional awards from the Deep Technology Advisory Council as presented.



UTAH SYSTEM OF  
HIGHER EDUCATION

# MEMORANDUM

November 3, 2023

## Program Alignment

The Utah Board of Higher Education's Strategic Plan includes a tactic to facilitate coordination among technical education programs to align program structure and course content for consistent programming in broad occupational areas. This initiative also supports another strategy to develop stackable credentials that streamline student transfer among institutions, reducing the duplication of coursework already completed, expediting time to completion, and reducing tuition costs.

### Information

Technical education programs have a general broad alignment across technical education institutions, particularly those regulated through licensure or programmatic accreditations, which make up about half of the programs offered. Currently, program and course names, lengths, and objectives in the same occupational areas, including regulated programs, differ between institutions. These differences confuse stakeholders seeking to identify and compare program requirements, associated costs, and time to completion. Further, these differences burden degree-granting institutions desiring to develop and maintain articulation agreements with technical education.

### Expectations

- The Office of the Commissioner of Higher Education coordinates and provides guidance and assistance on the alignment initiative.
- Institutions are expected to implement aligned programs within two years unless reasonable exceptions are granted by the Board of Higher Education.
- The alignment initiative follows program and course guidelines, including:
  - required participation of USHE institutions that offer technical education programs;
  - alignment of program title, length in clock hours and credit hours, CIP code, description, and objectives;
  - alignment of course numbers, titles, length in clock hours and credit hours, descriptions, and objectives;
  - a core of required courses representing foundational knowledge and skills comprised of at least 70% of the total program length; and
  - potential broad selection of prescribed or elective non-aligned courses representing regional employment needs comprised of no more than 30% of the total program length.

- Programs offered by single institutions are submitted to the Office of the Commissioner for inclusion in the program inventory; and
- Non-aligned courses can be added to or modified within the program at any time during the year and should be reported to the Office of the Commissioner annually. Program committees consider whether to include electives in aligned program requirements.

#### Participation and Review Process

- Every program area has a Faculty Program Committee comprising one faculty member from each institution that offers the program.
- Faculty Program Committees propose a program title, length, description, objectives, and course titles, lengths, descriptions, and objectives. Faculty members are encouraged to engage with occupational advisory committees, degree-granting partner institutions, and other interested institutional personnel in developing these proposals.
- Instructional designers from participating institutions review program and course descriptions and objectives. Recommended changes are reviewed and accepted by the faculty.
- The Office of the Commissioner compiles and submits Program Committee proposals and modifications of proposals to Instructional Officers for review and recommendations. Recommended changes are reviewed and accepted by the faculty.
- The USHE Curriculum Review Committee reviews each proposal to verify they meet the intent of the initiative. The committee is made up of the Commissioner of Higher Education and his staff, including the chief economist, associate commissioner of technical education, and the assistant commissioner of technical education, as well as a representation of technical education institution presidents and instructional officers.
- Proposals are submitted to the Board as an action item on the consent calendar. Approval of this item signifies the Board accepts the documentation as meeting the directives and intent of the initiative.
- USHE policy defined program approval and modification requirements.

#### **Commissioner's Recommendation**

Following the review and recommendation of the USHE Curriculum Review Committee, the Commissioner recommends the Board accept the proposals as meeting the directives and intent of the program alignment initiative as outlined above.





Utah System of Higher Education  
Concrete Masonry Apprenticeship  
FY2025 / 12 Credits (360 Clock-Hours)

<b>Concrete Masonry Apprenticeship</b>			
Institutions: Salt Lake Community College			
<i>Certificate of Program Completion (Catalog Year: 2025, 12 Credits/360 Clock-Hours Required, CIP: 46.0101)</i>			
<b>Core (12 Credits/360 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TECN 1000	Concrete Masonry IA	3	90
TECN 1100	Concrete Masonry IB	3	90
TECN 1200	Concrete Masonry IIA	3	90
TECN 1210	Concrete Masonry IIB	3	90



## Utah System of Higher Education

Concrete Masonry Apprenticeship  
FY2025 / 12 Credits (360 Clock-Hours)

### PROGRAM DESCRIPTION

Apprenticeship Concrete Masonry teaches students to be a skilled craft worker who works with a crew to pour, smooth, and finish floors, curbs, walls, columns, and other structures using concrete and industry hand and power tools, typically working outdoors. Apprentices in this program will 'learn and earn' while developing foundational safety practices and industry-specific skills to work confidently alongside their team.

#### Objectives:

- Obtain OSHA 10 certification.
- Interpret construction drawings, rigging, and basic oxyfuel cutting.
- Solve trade-related math problems.
- Lay out patterns, forms, or foundations according to plans.
- Use industry hand/power tools to prepare, place and finish concrete surfaces and make repairs.
- Use concrete admixtures, toppings, and grouts on specific projects.
- Perform concrete testing, placing, finishing, and curing (cold and hot weather).

### COURSE DESCRIPTIONS

#### Concrete Masonry 1A

**3 Credits/90 Clock-Hours**

The course is an overview of the construction industry careers; OSHA 10 certification; construction math, drawings, hand, and power tools; materials handling; basic communication skills; building materials, fasteners/adhesives, heavy equipment/crane and rough terrain forklift safety, and orientation to basic oxyfuel cutting and safety to equip them with skills needed on the job.

#### Objectives:

- Obtain OSHA 10 certification.
- Select the correct building materials to perform a specific task and perform calculations using industry-standard methods.
- Use job-specific hand, measurement, layout, and power tools and construction drawings to identify symbols and markers for floor and all finishes.
- Identify standard equipment and hitches used in rigging, including emergency hand signal.
- Demonstrate tying common knots used in material handling and safe manual lifting techniques.
- Set up, adjust, and field-test leveling instruments; determine site and building elevations and transfer elevations up a structure using the correct tools and procedures.
- Describe types of rough-terrain forklifts, chassis components, in-cab controls, start-up, and operating procedures, and safety guidelines for working around heavy equipment.
- Perform basic oxyfuel cutting following safety guidelines.

#### Concrete Masonry 1B

**3 Credits/90 Clock-Hours**

In this course apprentices are introduced to concrete construction, safety, fall protection, trade tools and equipment, concrete placement prep and reinforcement, foundations and slabs-on-grade, and horizontal formwork. The course is designed to help the apprentice develop their craft skills and be contributing members of a concrete crew.



## Utah System of Higher Education

Concrete Masonry Apprenticeship  
FY2025 / 12 Credits (360 Clock-Hours)

### Objectives:

- Follow safety regulations and standards related to concrete operations, fall protection, and elevated work.
- Identify, use, and properly care for the concrete construction hand and power tools.
- Operate a vibrating compactor to compact subgrade, confirm the elevation of a prepared subgrade, and complete a pre-placement inspection.
- Use appropriate tools to cut and bend reinforcing bars.
- Demonstrate five types of ties for reinforcing bars; use wire ties for lap splicing reinforcing bars; and place, space, type, and support reinforcing bars.
- Establish elevations; layout and construct foundation using an establish grid line; install templates, keyways, and embedments; and prepare strip pier foundation forms for resetting at another location.
- Erect, plumb, brace, and level a handset deck form.
- Install edge forms, including blockouts, embedments, and bulkheads.

### **Concrete Masonry 2A**

**3 Credits/90 Clock-Hours**

In this course, apprentices are introduced to foundations and vertical formwork; site concrete; finishing, curing, and protecting concrete. The course is designed to help the apprentice develop their craft skills and be contributing members of a concrete crew.

### Objectives:

- Erect, plumb, and brace a wall, column, or stair form.
- Describe the procedures and techniques used in constructing common site-built structures and constructing curbs, gutters, site-built concrete steps, walks, drives, and patios.
- Perform calculations for tread and riser dimensions.
- Build wood formwork for a set of steps on grade with a top landing, and place and finish concrete for a curb, gutter, and set of steps.
- Hand float, edge, groove, and trowel a small concrete slab.
- Apply a broom finish to a slab and a sack or stone-rubbed finish to a surface.
- Mark and saw control joints.
- Apply a curing compound to a slab using a systematic pattern, cover a slab with curing coverings, sealed and wrinkle-free.

### **Concrete Masonry 2B**

**3 Credits/90 Clock-Hours**

In this course, apprentices are introduced to properties of concrete, estimating concrete quantities, tilt-up wall panels, paving, architectural finishes, industrial/superflat floors, surface treatments, troubleshooting and quality control, and concrete repair. The course is designed to help the apprentice develop their craft skills and be contributing members of a concrete crew.

### Objectives:

- Calculate metric linear and weight conversions and work with denominate numbers to determine area and volume.
- Interpret construction drawings and estimate concrete quantities and form a tilt-up panel per construction drawings.
- Install inserts, reinforcements, and architectural features.
- Set up and perform slipform paving, concrete slump test, and hot-mix asphalt paving.

October 12, 2023



## Utah System of Higher Education

Concrete Masonry Apprenticeship  
FY2025 / 12 Credits (360 Clock-Hours)

- Prepare and finish the concrete surface to a specified surface profile.
- Assist in placing, consolidating, and screeding an industrial floor slab to a given elevation and setting a wooden superflat-floor edge from on-grade to a specified elevation.
- Mix, place, and cure a concrete repair.
- Collect concrete samples, prepare specimens, and complete field tests.



**Utah System of Higher Education**  
 Low Voltage Technician Apprenticeship  
 FY2025 / 18 Credits (540 Clock-Hours)

<b>Low Voltage Technician Apprenticeship</b>			
Institutions: Salt Lake Community College			
<i>Certificate of Program Completion (Catalog Year: 2025, 18 Credits/540 Clock-Hours Required, CIP 47.0103)</i>			
<b>Core (18 Credits/540 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TELV 1000	Intro to Information/Communication Technology	2	60
TELV 1100	BICSI Installer 1	2	60
TELV 1200	BICSI Installer 2, Copper	2	60
TELV 1300	BICSI Installer 2, Optic Fiber	2	60
TELV 1400	BICSI Technician	2	60
TELV 2000	Electronic Systems/Access Control	2	60
TELV 2100	IT/Wireless Apps & Test Equipment	2	60
TELV 2200	Audiovisual (AV) Technology I	2	60
TELV 2300	LV Building Automation Systems	2	60



## Utah System of Higher Education

Low Voltage Technician Apprenticeship

FY2025 / 18 Credits (540 Clock-Hours)

### PROGRAM DESCRIPTION

Low voltage (LV) electrical systems field specialization includes video and audio media, life safety (access control, burglar and fire alarms, and video surveillance), communications (telephone, modem computer networks, paging), and environmental controls (HVAC and energy management). Apprentices will 'learn and earn' while developing critical industry skills and achieving industry certifications.

#### Objectives:

- Demonstrate the proper handling and safety of tools and equipment associated with basic wood, masonry, concrete, and steel construction methods.
- Obtain industry certifications, including OSHA, BICSI, AVIXA (CTS), and Utah Fire Alarm Systems.
- Interpret low voltage electronic systems drawings, riser diagrams, hardware and equipment schedules, and specifications.
- Install, diagnose, and program audio/video, communication, fire alarm, security, networking, and access control systems in residential and commercial dwellings.
- Perform low voltage operations, including installations and troubleshooting, using job-specific test equipment.

### COURSE DESCRIPTIONS

#### **Intro to Information/Communication Technology**

**2 Credits/60 Clock-Hours**

In this course, students will be introduced to the occupation, OSHA 10 safety, Class 2, 3, and 4 electrical circuits with up to 450 volts or less, and customer service skills.

#### Objectives:

- Name low-voltage specialty areas and general job tasks.
- Identify industry standards and building codes and their governing bodies and role.
- Explain industry documents and their purpose.
- Describe the composition and uses of the common types of residential and commercial building materials.
- Use proper drill bits, fasteners, anchors, and tools in wood, masonry, drywall, concrete, and steel.
- Obtain OSHA 10 certification.
- Demonstrate the ability to communicate effectively, think critically, and work with others in a professional and constructive manner in typical work situations.

#### **BICSI Installer 1**

**2 Credits/60 Clock-Hours**

In this course, students will be introduced to the current methods of installing information and communication technology (ICT) cabling in a commercial building structure. Skillsets include pulling cable, terminating, and testing copper and coaxial cable. In addition, students will prepare to take the credentialing exam.

#### Objectives:

- Name low-voltage specialty areas and general job tasks.
- Identify industry standards and building codes and their governing bodies and role.
- Explain industry documents and their purpose.



## Utah System of Higher Education

Low Voltage Technician Apprenticeship

FY2025 / 18 Credits (540 Clock-Hours)

- Describe the composition and uses of the common types of residential and commercial building materials.
- Use proper drill bits, fasteners, anchors, and tools in wood, masonry, drywall, concrete, and steel.
- Obtain OSHA 10 certification.
- Demonstrate the ability to communicate effectively, think critically, and work with others in a professional and constructive manner in typical work situations.

### **BISCI Installer 2, Copper**

**2 Credits/60 Clock-Hours**

In this course, students will be introduced to performing copper cable installations according to accepted best practices from the information & communication technology (ICT) industry. Students will also prepare to take the credentialing exam. *SLCC is a BICSI-authorized training facility.*

#### Objectives:

- Conduct field planning, implementation, and design, including types of copper and fiber cable, interpreting blueprints, inventory, complying with site safety, and labeling scheme.
- Establish pathways and space for building telecommunication spaces, installing cable support systems, and preparing telecommunication outlets.
- Set up, pull, terminate, splice, and test copper cable.
- Perform copper cable troubleshooting and retrofits, including identifying active circuits, performing cutovers, and removing abandoned cables.
- Apply concepts of physical network topologies, systems, and components.
- Install wireless systems.
- Provide structure cabling systems (SCS) to support the installation of other systems (e.g., paging, nurse call, life safety, elevator).
- Adhere to local, state, and federal fire and building codes and standards.

### **BISCI Installer 2, Optical Fiber**

**2 Credits/60 Clock-Hours**

In this course, students will be introduced to optical fiber installation in compliance with industry best practices, BICSI methodologies, standards and codes. In addition, students will prepare to take the credentialing exam. *SLCC is a BICSI-authorized training facility.*

#### Objectives:

- Conduct field planning, implementation, and design, including types of copper and fiber cable, interpreting blueprints, inventory, complying with site safety, and labeling scheme.
- Establish pathways and space for building telecommunication spaces, installing cable support systems, and preparing telecommunication outlets.
- Set up, pull, terminate, and splice fiber cable.
- Perform fiber cable test at Tier 1 certification (power meter).
- Perform Tier 2 fiber testing using Optical Time Domain Reflectometer (OTDR).
- Perform fiber basic and advanced troubleshooting using OTDR and cable retrofits, including identifying active circuits, performing cutover, and removing the abandoned cable.
- Apply concepts of integration and convergence to the scope of work.
- Adhere to local, state, and federal fire and building codes and standards.



## Utah System of Higher Education

Low Voltage Technician Apprenticeship

FY2025 / 18 Credits (540 Clock-Hours)

### **BICSI Technician**

**2 Credits/60 Clock-Hours**

In this course, students will be introduced to working with complex systems, performing highly technical installations, and diagnostic testing on structured cabling systems (SCS) and network components. In addition, students will prepare to take the credentialing exam. SLCC is a BICSI-authorized training facility.

#### Objectives:

- Conduct field planning, implementation, and design, including performing a pre-construction site survey and developing a job plan, performing an onsite start-up site survey, and closing out a job.
- Establish pathways and space for building telecommunication spaces, installing cable support systems, and preparing telecommunication outlets.
- Set up, pull, terminate, splice, test, and troubleshoot copper and fiber cable.
- Perform retrofits, including site survey, cutover, and removing an abandoned cable.
- Install security, alarm, wireless, and Distributed Antenna System (DAS) systems.
- Adhere to local, state, and federal fire and building codes and standards.

### **Electronic Systems/Access Control**

**2 Credits/60 Clock-Hours**

In this course, students explore technologies, codes, hardware, and installation techniques for intrusion detection, fire alarm, nurse call/signaling, and video surveillance systems. In addition, an introduction to the typical access control systems used in commercial and industrial applications and general installation and testing guidelines. UT Fire Alarm certification prep.

#### Objectives:

- Identify and select the correct security sensors, notification devices, and control panels.
- Install, wire, program, and troubleshoot an intrusion detection system.
- Connect and troubleshoot selected fire alarm system(s).
- Install and connect nurse call systems components.
- Select the correct lens for a given video surveillance systems.
- Set up and connect a camera to a recording device and test a video surveillance.
- Select components, install, and troubleshoot an access control system.
- Pass the Utah Fire Alarm Systems Basic Fire Alarm Technician certification exam.

### **Wireless Apps & Test Equipment**

**2 Credits/60 Clock-Hours**

In this course, students explore broadband and technologies used to transmit data and the methods used to distribute the signal. In addition, students are introduced to telecommunication infrastructure, switching systems, multiplexing technologies, voice, and data transmission services, the benefits of integrated systems and networks, and standard residential and commercial networks.

#### Objectives:

- Identify internet protocol (IP) addresses of the devices on a network.
- Troubleshoot media access problems in a network.
- Design a basic network and set up a wireless network.
- Demonstrate PC configuration of IP and serial connections.
- Use specialized test equipment to troubleshoot electronic equipment, cables, and cabling systems.





## Utah System of Higher Education

Low Voltage Technician Apprenticeship

FY2025 / 18 Credits (540 Clock-Hours)

- Set up and use selected cable testers to check out cables and evaluate the performance of copper and optical fiber cable.
- Design, set up, and test the performance of a broadband distribution system.
- Install a router or gateway and a fully operational phone.

### **Audiovisual (AV) Technology I**

**2 Credits/60 Clock-Hours**

In this course, students will be introduced to basic audio and video theory and the skills needed to install, integrate, maintain, and troubleshoot both systems. In addition, an exploration of media management systems (MMS) components, system types, network infrastructure, and how MMS video and content are stored, retrieved, and played. AVIXA CTS industry certification prep.

#### Objectives:

- Perform tasks like mounting a speaker, connecting equipment and speakers, using testing equipment, and conducting acceptance testing.
- Connect Wi-Fi-based video presentation systems.
- Terminate a compression connector used with a video system.
- Pass the Audiovisual and Integrated Experience Association (AVIXA) Certified Technology Specialist (CTS) industry certification.

### **LV Building Automation Systems**

**2 Credits/60 Clock-Hours**

In this course, students will be introduced to automatic centralized control of HVAC, lighting, and other systems through building automation systems (BAS). The integration of different technical systems into larger networks that gather, communicate, and disseminate data are explored along with the technology/devices and the benefits/challenges of the Internet of Things (IoT).

#### Objectives:

- Describe the basic fundamentals of a Building Automation System (BAS).
- Describe the basic fundamentals of HVAC and lighting controls systems.
- Perform low voltage wiring and troubleshoot HVAC and lighting systems.
- Identify technologies that work together to create the Internet of Things (IoT).
- Identify the hardware and software components of IoT, the current and future IoT applications.
- Install and configure a Wi-Fi router and repeater.



# Utah System of Higher Education

## Automation Technology

### FY2023 / 30 Credits (900 Clock-Hours)

<b>Automation Technology</b>			
Institutions: Bridgerland, Davis, Mountainland, Ogden-Weber, Salt Lake, Snow, Southwest, Tooele			
<i>Certificate of Program Completion (Catalog Year: 2023, 30 Credits/900 Clock-Hours Required, CIP: 47.0303)</i>			
<b>Core (21 Credits/630 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TEAM 1010	Essential Skills and Safety	3	90
TEAM 1020	Pneumatics	2	60
TEAM 1030	Hydraulics	2	60
TEAM 1040	Industrial Mechanics	3	90
TEAM 1050	Electrical Systems	2	60
TEAM 1060	Motor Controls	3	90
TEAM 1070	Programmable Logic Controllers	4	120
TEAM 1080	Applied System Diagnostics	2	60
<b>Electives (9 Credits/270 Clock-Hours)</b>			
<b><i>Bridgerland Technical College</i></b>			
TEAM 1100	Electric Motors and Drives	1	30
TEAM 1110	Introduction to Industrial Robotics	2	60
TEAM 1120	3D Modeling	2	60
TEAM 1125	Solidworks CSWA Certification	1	30
TEAM 1700	Introduction to Studio 5000	1	30
TEAM 1200	HVAC Refrigeration	3	90
TEAM 1300	Building Control Panels	3	90
TEAM 1005	Computer Tools for Technology	1	30
TEAM 1003	Spreadsheets for Automation	2	60
TEAM 1400	GD&T Blueprint Reading	2	60
TEAM 1450	Introduction to Quality	2	60
TEAM 1500	Instrumentation Process Control	3	90
TEAM 1900	Automated Technology Externship	4	180
TEET 1020	Electronics Assembly and Soldering	1	30
TEET 1030	DC Electronics	4	120
TEET 1040	AC Electronics	4	120
TEET 1070	Microcontrollers I	2	69
TEET 1075	Microcontrollers II	2	60
TEMT 1005	Machining for Manufacturing Trades	3	90
TEWT 1005	Welding Overview	3	90
TEWT 1105	Welding Qualifications	3	90
<b><i>Davis Technical College</i></b>			
TEAM 1015	Electronic Fundamentals for Industrial Automation	4	120
TEAM 1800	Renewable Energy	2	60
TEAM 1810	Lean Manufacturing (Six Sigma)	1	30
TEAM 1210	Plumbing for Automation Technology	1	30
TEAM 1200	HVAC Refrigeration	3	90
TEAM 1170	UAV Drone Technology	1	30
TEAM 1820	Semiconductor Devices	4	120
TEAM 1300	Building Control Panels	3	90
TEAM 1500	Instrumentation Process Control	3	90
TEAM 1550	Process Technology Equipment and Systems Operators	3	90
TEAM 1600	Microcontroller and Microprocessor Programming	2	60
TEAM 1620	Electronics Assembly and Soldering	2	60



Utah System of Higher Education  
Automation Technology  
FY2023 / 30 Credits (900 Clock-Hours)

TEAM 1830	Aerospace Technician	2	60
TEAM 1910	Automation Externship	3	90
TEDR 1005	Interpreting Engineering Drawings	1	30
TEMT 1001	Introduction to Machining	2	60
WKSK 1500	Job Seeking Skills	1	30
TEWT 1008	Welding for Manufacturing	2	60
TEAM 1105	Electric Motor Drives	3	90
TEAM 1135	FANUC IR Vision Systems	1	30
TEAM 1137	Vision System Basics	1	30
TEAM 2020	Human Machine Interface Programming	3	90
TEAM 2000	Programmable Logic Controllers II	3	90
TEAM 1140	Industrial Robotics	3	90
TEAM 1710	Industrial Networking	3	90
TEAM 1720	Controls in Integration	3	90
TEAM 2800	Final Project	1	30
<b>Mountainland Technical College</b>			
TEAM 1625	Electronics Soldering	1	30
TEAM 1115	Robotics I	1	30
TEAM 1615	Conduit Bending	1	30
TEAM 2300	Introduction to RF Plasma	1	30
TEAM 1590	Introduction to Statistical Process Control	1	30
TEAM 1840	Introduction to Semiconductor Manufacturing	2	60
TEAM 1630	Sensors and Timers	2	60
TEAM 1670	Wiring Boards	1	30
TEAM 1112	Rotating Machines	2	60
TEAM 2030	HMI & PLC Troubleshooting	3	90
TEAM 1130	FANUC Robot	1	30
TEAM 2145	Electro-Fluid Power	1	30
TEAM 1240	Welding Simulator	1	30
TEAM 1122	SolidWorks	1	30
TEAM 1730	Basic VFD Operation	1	30
TEAM 1045	Mechanical Drives and Laser Alignment	2	60
<b>Ogden-Weber Technical College</b>			
TEAM 1650	Advanced Electrical Systems	3	90
TEAM 1660	Advanced Motor Controls	3	90
TEAM 1145	Industrial Robotics	3	90
<b>Salt Lake Community College</b>			
<b>Emphasis Advanced Programmable Logic Controllers (PLC) Track</b>			
TEAM 2010	Programmable Logic Controllers II	4	120
TEAM 2025	HMI Programming	2	60
TEAM 2040	PLC Troubleshooting	2	60
TEAM 2080	PLC Capstone Project	1	30
<b>Emphasis Process Control Level/Flow</b>			
TEAM 1520	Process Control Level/Flow	4	120
TEAM 1580	Process Capstone Project	2	60
TEAM 2200	Troubleshooting Automated Systems	3	90
<b>Emphasis Motor Control Systems</b>			
TEAM 1610	Electric Motor Control Systems	4	120
TEAM 1680	Motor Capstone Project	2	60



Utah System of Higher Education  
Automation Technology  
FY2023 / 30 Credits (900 Clock-Hours)

TEAM 2200	Troubleshooting Automated Systems	3	90
<b>Snow College</b>			
TEAM 2100	Industrial Mechanics II	2	60
TEAM 2045	Programmable Logic Controllers Troubleshooting	2	60
TEAM 2110	Laser Shaft Alignment	2	60
TEAM 2120	Vibration Analysis	2	60
TEAM 2130	Industrial Rigging	2	60
TEAM 2140	Industrial Hydraulics Troubleshooting	3	90
TEAM 2150	Industrial Pumps	3	90
<b>Southwest Technical College</b>			
TEAM 2005	Programmable Logic Controllers II	3	90
TEAM 2210	Fabrication & Repair	3	90
TEAM 1510	Process Control Components & Systems	2	60
TEAM 1640	Electrical Systems II	1	30
<b>Tooele Technical College</b>			
TEAM 1220	Introduction to Manual Machining	5	150
TEAM 1230	Welding for Automation Technology	4	120



# Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

## PROGRAM DESCRIPTION

The Automation Technology program supports a wide variety of mechanical and automated systems. This program is designed to help prepare students with the necessary skills to become technicians in several critical industries. Students are introduced to a wide variety of tools, practices, and procedures. The program uses a competency based hands-on approach, with other teaching methods that are employed throughout.

### Objectives:

- Demonstrate a working knowledge of mechanical systems, maintenance, troubleshooting, repair techniques, and safety practices and procedures.
- Apply system diagnostics and troubleshooting techniques.
- Apply mathematical concepts to real world applications.
- Read, utilize, and design blueprints and schematics.
- Operate, install, maintain, modify, and troubleshoot electrical systems.
- Operate, install, maintain, modify, and troubleshoot fluid power systems.
- Operate, install, maintain, modify, and troubleshoot electrical motor control systems.
- Operate, modify, maintain, program, and troubleshoot programmable logic controllers.
- Implement and properly use a variety of precision measurement tools and procedures.

## COURSE DESCRIPTIONS

### Essential Skills and Safety

**3 Credits/90 Clock-Hours**

The Essential Skills and Safety course teaches the basic concepts and terminology used in automation technology. Students gain proficiency through applying concepts of fasteners, measurement equipment, tolerances, and hand and power tool operations. The course covers safety and workplace skills as well as school and shop specific operations, standards, and procedures.

### Objectives:

- Demonstrate a working knowledge of general safety practices and procedures.
- Demonstrate a working knowledge of hand, power, and measurement tools.
- Demonstrate a working knowledge of hardware and fasteners.
- Apply working knowledge of workplace skills.
- Review school specific orientation, standards, and procedures.

### Pneumatics

**2 Credits/60 Clock-Hours**

The Pneumatics course prepares students with the fundamentals needed to work with pneumatic systems. Pneumatic systems are used in a variety of industries where cleaner, faster, and more cost-effective work needs to be done. Competencies include safety, maintenance, operation, installation, component identification, principles of pressure and flow, air logic, troubleshooting, analysis of performance and efficiency, and design of pneumatic systems.

### Objectives:

- Demonstrate a working knowledge of safety practices and procedures of pneumatic systems.
- Operate, install, and maintain pneumatics systems, tools, and devices.
- Read, utilize, and design pneumatic systems schematics.
- Analyze applications and design of pneumatic systems.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Apply systems diagnostics and troubleshooting of pneumatic circuits.

### **Hydraulics**

**2 Credits/60 Clock-Hours**

The Hydraulics course prepares students with the fundamentals needed to work with hydraulic systems. Hydraulic systems are used in a variety of industries where extra force may be required. Competencies include safety, maintenance, operation, installation, component identification, displacement principles, troubleshooting, analysis of performance and efficiency, and design of hydraulic systems.

Objectives:

- Demonstrate a working knowledge of safety practices and procedures of hydraulic systems.
- Operate, install, maintain hydraulic systems, tools, and devices.
- Read, utilize, and design hydraulic system schematics.
- Analyze applications and design of hydraulic systems.
- Apply systems diagnostics and troubleshooting of hydraulic circuits.

### **Industrial Mechanics**

**3 Credits/90 Clock-Hours**

The Industrial Mechanics course is designed to introduce students to the world of mechanical drive systems and their characteristics. Students can demonstrate competency in the following: couplers, component identification, system related calculations, alignment, the effects of wear and vibration, component failure detection and prevention.

Objectives:

- Demonstrate a working knowledge of safety practices and procedures.
- Maintain, calibrate, and repair power transmission systems.
- Maintain, calibrate, analyze, and repair mechanical drives (v-belt, chain, gear drive).
- Use and apply vibration and alignment measurement instrumentation and techniques.
- Troubleshoot mechanical drive components and systems.

### **Electrical Systems**

**2 Credits/60 Clock-Hours**

The Electrical Systems course teaches students to troubleshoot most electrical circuits they encounter in everyday life. Our world runs on electrical power and is fundamental to all work being done in automation. Students in this course gain relevant working knowledge in both AC & DC electrical systems. Competencies include basic electrical circuit design, analysis, troubleshooting, instrumentation, schematic and component identification, physics of electricity and applicable math.

Objectives:

- Demonstrate a working knowledge of safety practices and procedures of basic electrical systems.
- Operate, install, maintain electrical systems, tools, and devices.
- Read, utilize, and design electrical systems schematics.
- Apply principles and applications of electrical AC and DC systems.
- Apply systems diagnostics and troubleshooting of electrical circuits.

### **Motor Controls**

**3 Credits/90 Clock-Hours**

The Motor Controls course prepares students with a working knowledge and understanding of real-world motor control operations. Students who complete this course are able to proficiently setup and design



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

motor control circuits utilizing schematics. Students in this course identify components and utilize instrumentation to troubleshoot and maintain systems.

### Objectives:

- Demonstrate a working knowledge of safety practices and procedures.
- Operate, install, maintain, and design motor control circuits.
- Demonstrate a working knowledge of commonly used components, devices, and tools.
- Demonstrate a working knowledge of various control systems.
- Apply systems diagnostics and troubleshooting of motor control circuits.

### **Programmable Logic Controllers**

**4 Credits/120 Clock-Hours**

The Programmable Logic Controllers course teaches students to interface with programmable logic controllers (PLCs). Programmable logic controllers are the brains of all modern automation technology systems. In this course students develop a working knowledge and skill set in the following competencies: ladder logic, programming standards, hardware selection, various inputs and outputs, communication, troubleshooting, setup and installation.

### Objectives:

- Demonstrate a working knowledge of safety practices and procedures.
- Operate, install, maintain, and program programmable logic controller systems.
- Demonstrate working knowledge of ladder logic programming.
- Apply motor control logic within a programmable logic controller system.
- Apply timers and event sequencing within a programmable logic controller system.
- Configure inputs and outputs for various applications.
- Apply systems diagnostics and troubleshooting of programmable logic control circuit.

### **Applied System Diagnostics**

**2 Credits/60 Clock-Hours**

The Applied System Diagnostics course covers the essentials of system diagnostics, the essence of what a technician does day to day. This course is designed to simulate real world troubleshooting scenarios. Students apply troubleshooting methodology by using all of the skills that they have learned so far in the program. Students are expected to properly diagnose, repair, and document their work on a variety of systems and challenges.

### Objectives:

- Demonstrate a working knowledge of safety practices and procedures.
- Troubleshoot an entire system using pre-defined schematics.
- Complete standard technician documentation.
- Use troubleshooting instrumentation within multiple systems.

## **NON-ALIGNED (ELECTIVE) COURSES**

### **Bridgerland Technical College**

#### **Electric Motors and Drives**

**1 Credit/30 Clock-Hours**

The Electric Motors and Drives course covers the identification of the operating characteristics and nameplate information of most types of electric motors. Students evaluate the operation of AC motors and DC Motors such as the series, shunt, and compound motors. Students use a mega-ohm-meter (meggar) to troubleshoot and test motor windings. This course introduces students to electric motor drives; they will

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

install and program an electric motor drive for motor speed control, including ramp-up and ramp-down parameters. Students learn how three-phase alternating current (AC) is generated in Delta or Wye circuits. Lab work will reinforce the theory.

### Objectives:

- Recognize various types of electric motors.
- Use the nameplate information on a motor for troubleshooting.
- Wire single and three-phase motors.
- Identify the operating characteristics, nameplate information, and troubleshooting procedures for single-phase motors, generators, AC/DC motors, control transformers, distribution systems, and Delta and Wye transformer configurations.
- Identify the operating characteristics, nameplate information, and troubleshooting procedures for three-phase motors – Delta or Wye connected 9 or 12 lead motors.
- Install and troubleshoot electric motor drives.
- Perform a complete motor control panel build and wiring exercise from a schematic.
- Use schematic drawings and test equipment to isolate problems in basic electric motor circuits.
- Follow a step-by-step troubleshooting process to solve problems within an integrated system.

### **Introduction to Industrial Robotics**

**2 Credits/60 Clock-Hours**

In the Introduction to Industrial Robotics course, students are introduced to industrial robot architecture, arithmetic, programming, and simulation. Emphasis is placed on laboratory experiments dealing with simple robot programming, and program execution. In this project-based course, students are given industry-recognized simulation software for lab completion. A hands-on experience with real industrial robots is also required.

### Objectives:

- Determine the working specifications and architecture of a robot arm.
- Calculate necessary arithmetic, geometry, and trigonometry relative to robot arms.
- Program a robot arm through industry specific simulation software.
- Test and execute robot arm programs in industry recognized simulators.
- Test and execute a robot arm program with industrial robots.
- Identify what types of robots are available for Industrial and servicing applications.

### **3D Modeling**

**2 Credits/60 Clock-Hours**

In the 3D Modeling course, students learn concepts and techniques of 3D, feature-based, parametric modeling using SolidWorks as the modeling tool. Students learn the SolidWorks user interface, menus, toolbars, and commands used to create 2D sketches, 3D parts and assemblies. Learn how to build design intent into models with the use of relations, dimensions, and assembly mates. All concepts covered on the CSWA (Certified SolidWorks Associate) exam are taught. This course covers enough material to allow maintenance technicians to design brackets, tooling, precision fixtures, safety guarding and similar parts to keep existing equipment working and also to make improvements where needed.

### Objectives:

- Use the SolidWorks program and user interface.
- Recognize the file formats and document properties used with SolidWorks.
- Customize SolidWorks to fit users' needs.





## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Manipulate model views and orientation.
- Practice the fundamentals of fully defining 2D sketches and 3D geometry.
- Perform basic and advanced feature creation to build models.
- Create assemblies from modeled components.
- Create 2D drawings from parts and assemblies.

### **Solidworks CSWA Certification**

**1 Credit/30 Clock-Hours**

The Solidworks CSWA Certification course is designed to help students who have already completed the 3D Modeling course prepare to pass the CSWA Solidworks certification test.

Objectives:

- Prepare to take the CSWA Solidworks exam by completing practice tests.
- Review common Solidworks tasks and problems.

### **Introduction to Studio 5000**

**1 Credit/30 Clock-Hours**

The Introduction to Studio 5000 course introduces students to Rockwell Software's Studio 5000 and a CompactLogix processor. Students learn networking, connection to a PLC using RSLinx, Studio 5000 tags, and addressing IO. Students perform various labs intended to increase familiarity and competency in the Studio 5000 and CompactLogix environments.

Objectives:

- Describe an ethernet network.
- Connect the RSLinx to a PLC via an ethernet network.
- Use tags in Studio 5000.
- Edit a PLC program using Studio 5000.
- Program several tasks using a CompactLogix PLC and Studio 5000.

### **HVAC Refrigeration**

**3 Credits/90 Clock-Hours**

In the HVAC Refrigeration course, students learn HVAC-R plus components and the principles of heating and air conditioning. Basic refrigeration systems and applications will be introduced, and preparation for the EPA 608 certification for refrigerant gases will be completed.

Objectives:

- Demonstrate knowledge of HVAC safety practices and procedures.
- Measure head pressure in a tube
- Heat and cool a room using a standard heat pump-based HVAC system.
- Set up and properly adjust a furnace system.
- Apply systems diagnostics and troubleshooting of HVAC systems.

### **Building Control Panels**

**3 Credits/90 Clock-Hours**

In the Building Control Panels course, students will learn about control panel assembly, standards, skills, and practice. Industrial Control Panel standards are utilized, and special panel building tools are taught.

Objectives:

- Demonstrate knowledge of common control panel safety practices and procedures.



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Create a plan for a panel build project including electrical conduit capacity calculations, enclosure size, wire number and size, component placement.
- Demonstrate ability to correctly read and mark wiring prints.
- Demonstrate proper component layout and organization.
- Modify panel enclosures.
- Demonstrate proper wiring standards in regards to size, type, and color.
- Layout, mount, and wire a complete Control Panel while implementing UL508A standards.

### **Computer Tools for Technology**

**1 Credit/30 Clock-Hours**

In the Computer Tools for Technology course, students learn common software and systems used by technicians. This course provides a fundamental understanding of computing including knowledge and use of computer hardware, software, operating systems, networking, and router security. The course covers basic use and common features of applications including internet use, e-mail, spreadsheets, and Google drive applications.

Objectives:

- Identify computing fundamentals such as computer hardware, software, and operating systems.
- Navigate the Windows environment.
- Demonstrate the use of spreadsheets.
- Demonstrate the use of Google applications.
- Demonstrate the use of pdf files.
- Achieve proficient typing speed.

### **Spreadsheets for Automation**

**2 Credits/60 Clock-Hours**

In the Spreadsheets for Automation course, students learn spreadsheet functions and applications commonly used in industrial processes and quality control. Students learn how to design, create, manipulate, calculate, and present data. Students apply spreadsheet techniques in developing formulas and applications for industrial settings.

Objectives:

- Input and format data.
- Insert formulas and functions in worksheets.
- Name and utilize range names in formulas.
- Create equations using relative and absolute cell references.
- Create conditional statements using formulas.
- Use match and index functions.
- Apply power functions.
- Correctly apply math functions.
- Correctly apply date and time functions.
- Correctly apply reference functions.

### **GD&T Blueprint Reading**

**2 Credits/60 Clock-Hours**

In the GD&T Blueprint Reading course, students learn advanced principles and techniques of production drawings such as geometric dimensioning and/or tolerancing, assembly and production dimensioning, general tolerancing, symbols and terms, geometric characteristics, classes of fit, surface quality, and production specifications.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### Objectives:

- Identify various GD&T symbols and terms used in production drawings.
- Produce general tolerancing to produced drawings.
- Produce feature control frames and properly place on drawings.
- Produce drawings with proper GD&T symbols attached.

### **Introduction to Quality**

**2 Credits/60 Clock-Hours**

In the Introduction to Quality course, students learn the concepts underlying quality control and develop their ability to apply those concepts to the design and management of quality control processes in industries. Major topics include the tools for descriptive and predictive statistical analysis, design and use of various control charts for quality control, process characterization and capability analysis, R&R gauge capability studies, design of experiments, acceptance sampling and continuous improvement. The emphasis will be on ensuring that the students gain both a broad perspective of quality control as well as the technical skills necessary to implement quality control in any industrial setting.

### Objectives:

- Analyze data required for process/line verification.
- Apply calibration principles in measuring and instrumentation tools.
- Run and evaluate Measurement System Analysis (MSA).
- Apply principles of Advanced Product Quality Planning (APQP).
- Read and understand a PFMEA and control plan.
- Write work instructions and visual inspection guides.

### **Instrumentation Process Control**

**3 Credits/90 Clock-Hours**

In the Instrumentation Process Control course students are introduced to the concepts and terminology of Instrumentation-Process Control using theory and a hands-on approach used in refineries, water treatment plants, boilers, HVAC, refrigeration systems, and many other temperature, pressure, level, flow, analysis, transmission and communication, and automatic control applications.

### Objectives:

- Demonstrate knowledge of safety practices and procedures.
- Demonstrate the ability to set up multiple process control sensors.
- Demonstrate ability to manually and automatically adjust valves.
- Wire and actuate a valve positioner and solenoid valve.
- Setup common components such as control valves, regulators, dampers, actuators, positioners, solenoid valves, and variable frequency drives within a standard system.
- Calibrate and install temperature, pressure, level, and flow instruments.
- Use troubleshooting instrumentation competently within multiple systems.

### **Automated Technology Externship**

**4 Credits/180 Clock-Hours**

The Automated Manufacturing Externship course is a practical approach to acquiring new competencies and skills needed for a job in a real working environment that are either difficult to gain in a classroom setting or specific to certain employers. Students learn how to use particular tools or equipment specific to an employer in a live-work practice environment. Students learn workplace expectations, equipment operation, and any other skill they need to enhance their current skill sets and become more valuable to their employer. A supervisor and the student initially set objectives, experiences, and competencies that are also approved by the supervising institutional instructor. The supervisor evaluates and reports the

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

student's strengths and weaknesses upon completion of the training. Instructors meet with students to review the evaluation reports.

### Objectives:

- Apply the knowledge and skills attained in the program of study to real-world work experience.
- Work safely, effectively, and efficiently in installing, troubleshooting, and repairing the following systems: pneumatics, hydraulics, electric motors, electric motor controls, electronic, programmable logic controllers, mechanical applications, and blueprint reading.
- Work effectively in downtime situations.
- Communicate effectively with management, technicians, and production associates.
- Demonstrate proper work ethics, teamwork, and personal management skills.

### **Electronics Assembly and Soldering**

**1 Credit/30 Clock-Hours**

In the Electronics Assembly and Soldering course, students develop the ability to solder and desolder connectors, components, and printed circuit boards using industry standards. Topics include component identification, safety practices, soldering, desoldering, anti-static grounding, and surface mount techniques.

### Objectives:

- Apply ESD industry safety and handling practices.
- Select the proper hand-tools and materials for an assembly procedure.
- Maintain and utilize soldering equipment.
- Prepare wire for electronic assemblies and complete wire splices.
- Solder wires to various terminals.
- Solder axial-leaded and multi-leaded through-hole components.
- Solder surface-mount components.
- Identify components, hardware, and wires.

### **DC Electronics**

**4 Credits/120 Clock-Hours**

The DC Electronics course covers direct current (DC) basics, electrical safety, components, Ohms law and power calculations, electrical measurements, series and parallel circuits, and power supplies. The course is a balance of theory, and hands-on, including measurements, troubleshooting, and circuit construction.

### Objectives:

- Recognize and describe electronic circuits, systems, and electrical hazards while practicing basic safety protocols.
- Use the relationships between voltage, resistance, and current to analyze DC circuits with Ohm's and power law equations.
- Use, test, and select various electronic components as needed to prototype circuits using schematic diagrams.
- Analyze the properties of magnetism.
- Utilize different types of multimeters to perform electronic measurements of voltage, current and resistance.
- Perform series, parallel and series-parallel combination circuits calculations and measurements, analyze circuits for faulty components.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Analyze voltage divider, bridge, maximum power transfer circuits.
- Apply Kirchhoff's voltage and current laws to analyze complex DC circuits using theorem analyses.

### **AC Electronics**

**4 Credits/120 Clock-Hours**

The AC Electronics course covers the principles of alternating current (AC), inductance, capacitance, transformers, RC, RL, RCL principles and circuits. It also covers passive filters, AC calculations and measurements, troubleshooting, and use of oscilloscopes and function generators.

Objectives:

- Apply alternating current fundamentals of voltage, current, resistance and Ohm's law.
- Apply function generators and oscilloscopes to AC circuits.
- Determine values and measure characteristics of transformers.
- Use schematic diagrams and symbols to prototype AC circuits.
- Explain the use of capacitors and inductors.
- Perform RL and RC series and parallel circuit calculations and measurements including filter and time constant circuits.
- Analyze the characteristics of series and parallel resistive/reactive (RCL) circuits.
- Discuss series and parallel resonance circuits.

### **Microcontrollers I**

**2 Credits/60 Clock-Hours**

The Microcontrollers I is a study in microcontroller architecture, arithmetic, programming, and interfacing. Emphasis placed on laboratory experiments dealing with microcontroller circuit build, program execution and interfacing. In this project-based course students will be given a platform to work with from several available on the market such as Arduino, Microchip, or others. Students will put together a series of projects that they design, build, program, and test for the instructor's approval.

Objectives:

- Design and build microcontroller circuits.
- Program and test microcontroller circuits using structured text.
- Apply peripheral interfacing in software and hardware.
- Use interrupt control.
- Use software development tools.
- Use a C based programming language.

### **Microcontrollers II**

**2 Credits/60 Clock-Hours**

The Microcontroller II course is an advanced study in microcontroller architecture, arithmetic, programming, and interfacing. Emphasis placed on laboratory experiments dealing with microcontroller circuit build, program execution and interfacing. This course includes advanced topics and projects such as communication interfaces, I2C bus, SPI bus, interfacing with liquid crystal displays, hardware and timer interrupts, and data logging with SD cards. An integrated final project is required.

Objectives:

- Design and build advanced microcontroller circuits.
- Program and test advanced microcontroller circuits.
- Apply advanced peripheral interfacing in software and hardware.



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### **Machining for Manufacturing Trades**

**3 Credits/90 Clock-Hours**

This is a course to support manufacturing programs related to machining. It gives students a working overview of industrial machine shop practice. This course is designed to teach principles and techniques of manufacturing processes by learning to operate the lathe and mill. Students will be trained in areas of blueprint reading, hand tools, machining and part inspection, all with the use of manual machines.

#### Objectives:

- Identify safe practices in a machine shop.
- Identify correct clean up procedures.
- Demonstrate basic layout procedures.
- Reading and interpreting blueprints.
- Safely setup and operate a band saw.
- Safely operate a bench grinder and hand tools.
- Accurately use and read steel rules, micrometers, and calipers.
- Perform safe and effective use of lathes and milling machines.
- Perform basic programming and use controls of a CNC machine.

### **Welding Overview**

**3 Credits/90 Clock-Hours**

This course is designed to provide students with the basic knowledge and experience to perform oxyacetylene welding, brazing, and cutting. It will teach fundamentals in a Shielded Metal Arc and Gas Metal Arc Welding. Gas Tungsten Arc Welding will also be introduced. Students will learn to run beads, groove, and fillet welds in butt, tee, and lap joints.

#### Objectives:

- Setup welding equipment.
- Perform safety inspections of equipment and accessories.
- Light torch and demonstrate oxidizing, neutral, and carburizing flames.
- Weld butt, lap, and tee joints in flat position oxyacetylene.
- Braze weld butt, lap, and tee joints.
- Weld butt, lap, and tee joints with arc welding processes.

### **Welding Qualifications**

**3 Credits/90 Clock-Hours**

This advanced welding course teaches students to set up, weld, and test selected welder qualification plates. Weld qualifications can be earned in the Gas Metal Arc, and Shielded Metal Arc Processes. All welding will comply with the AWS D1.1 Structural Welding Code – Steel.

#### Objectives:

- Set up the welder correctly for each welding process.
- Prepare qualification plates according to code standards.
- Weld qualification plates in various positions with Shielded Metal Arc Welding.
- Weld qualification plates in various positions with Gas Metal Arc Welding.
- Prepare test plates properly for face and root bends.



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### **Davis Technical College**

#### **Electronic Fundamentals for Industrial Automation**

**4 Credits/120 Clock-Hours**

This course introduces students to the concepts and fundamentals of electronic devices, systems, and circuits. Students will learn the basics of DC/AC circuits; semiconductor and analog circuits; and microcomputers and learn how to use meters, oscilloscopes, and other measuring equipment. Students will also learn the skills required to make algebra calculations in an automation shop environment.

##### Objectives:

- Demonstrate knowledge of basic functionality of DC/AC circuits.
- Apply knowledge of basic components of semiconductor/analog circuits.
- Demonstrate knowledge of the basic purpose of digital gates, circuits, and systems.
- Use meters, oscilloscopes, and other measuring equipment.
- Perform US to metric conversions.
- Calculate surface and square measurements.
- Work with rational and real numbers.
- Add, Subtract, Multiply, and divide integers.
- Solve shop algebra calculation.

#### **Renewable Energy**

**2 Credits/60 Clock-Hours**

Students in this course will learn about alternative and sustainable energy sources. Students will conduct cost-benefit analysis on each form of alternative energy in order to determine what is practical on a large or small scale. Students will cover the efficiencies of each alternative energy source as well as what limitations exist in terms of extracting usable energy. Students will also learn how a fuel cell works and how they can power automobiles.

##### Objectives:

- Practice electrical safety and identify the effects electricity can have on the human body.
- Analyze energy production and consumption.
- Compare different energy sources.
- Describe how solar thermal energy sources operate.
- Explain solar and wind basics.
- Perform an analysis of incentives and costs.
- Explain fuel cell operation.
- Compare career opportunities.
- List non-renewable energy sources.
- Explain what resources are available through the National Renewable Energy Laboratory.
- Describe positive and negative ions.
- Describe how voltage, resistance, and current are related to each other.
- Read, draw, and identify electrical schematic systems.
- List the types of solar energy.
- Perform solar and wind installations.

#### **Lean Manufacturing (Six Sigma)**

**1 Credits/30 Clock-Hours**

In this course students will study lean manufacturing, ISO 9000 overview, manufacturing maintenance strategies, continuous process improvement, process design development, supply chain management,

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

total productive maintenance, Five S overview, cellular manufacturing, and intro to six sigma, troubleshooting processes, and kaizen events. This includes discussions of the seven forms of waste and describing the role of a Quality Management System. Students will demonstrate the implementation of maintenance management strategies including reactive, corrective, predictive, preventive, reliability-centered and total productive maintenance.

### Objectives:

- Describe ISO 9000.
- Describe Process analysis and improvement for a Quality Management System
- Describe factors involved in selecting a maintenance approach.
- Distinguish between reactive, preventive, and predictive maintenance.
- Describe the impact of cost on the troubleshooting process.
- Differentiate between types of facility layouts.
- Explain the rules governing workplace safety.
- Identify the steps involved in 5S.
- Define root cause analysis.
- Distinguish between Six Sigma and lean initiatives.
- Identify the factors that determine cell design.
- Describe the importance of lean metrics.

### **Plumbing for Automation Technology**

**1 Credit/30 Clock-Hours**

Plumbing for Automation Technology explores how to design, install, and test plumbing systems in commercial settings. Topics covered include safety, tools and materials, common joints and plumbing systems.

### Objectives:

- Identify safety issues and concerns with Industrial plumbing and commercial facilities.
- Create piping arrangements, and isometric drawings using symbols for fittings, flanges, valves, and mechanical equipment.
- Identify installation and layout techniques used in engineering.
- Size and install various types of pipes.
- Identify plumbing codes and specifications.

### **HVAC Refrigeration**

**3 Credits/90 Clock-Hours**

In the HVAC Refrigeration course, students learn HVAC-R plus components and the principles of heating and air conditioning. Basic refrigeration systems and applications will be introduced, and preparation for the EPA 608 certification for refrigerant gases will be completed.

### Objectives:

- Demonstrate knowledge of HVAC safety practices and procedures.
- Measure head pressure in a tube
- Heat and cool a room using a standard heat pump-based HVAC system.
- Set up and properly adjust a furnace system.
- Apply systems diagnostics and troubleshooting of HVAC systems.





# Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

## **UAV Drone Technology**

**1 Credit/30 Clock-Hours**

Students in this course will learn cutting edge drone technology, function, assembly, programming, profitable and fun applications, and proper operation. Students will learn through hands-on practice of real-world applications of video, imaging, and mapping. Students will use propeller and fixed-winged simulators and drones to learn to properly operate drone technology. Students will learn to properly utilize FPV (First Person Video) with drones, ground control, connections, programming flight patterns, future of drones, and employment opportunities.

Objectives:

- Identify and apply drone technology and architecture.
- Demonstrate safety precautions and regulations for drone use.
- Build, program, and test a drone.
- Identify applications for drones.
- Apply peripheral sensors, equipment, and interfacing in software and hardware.
- Master skills to control and pilot drones.

## **Semiconductor Devices**

**4 Credits/120 Clock-Hours**

Semiconductor Devices explores diodes and transistor principles. Throughout this course, you will study semiconductor theory, bipolar, and field effect device characteristics as well as modern thyristor devices. You will also examine the use of diodes in communication circuits and power supply applications, bias transistor circuits, the use of small-signal, power and FET amplifiers and measurement of frequency response to an amplifier.

Objectives:

- Identify the different diodes and their applications.
- Test, install and troubleshoot diodes.
- Identify rectifiers and power supplies.
- Identify the different transistors and their applications.
- Test, install and troubleshoot transistors.
- Identify amplifiers, field effect transistors (FETs), operational amplifiers, and analog oscillators.
- Identify silicon-controlled rectifiers (SCRs), diacs and triacs.
- Draw a complete system, use simulation software, and then construct the circuit on the lab trainer.

## **Building Control Panels**

**3 Credits/90 Clock-Hours**

In the Building Control Panels course, students will learn about control panel assembly, standards, skills, and practice. Industrial Control Panel standards are utilized, and special panel building tools are taught.

Objectives:

- Demonstrate knowledge of common control panel safety practices and procedures.
- Create a plan for a panel build project including electrical conduit capacity calculations, enclosure size, wire number and size, component placement.
- Demonstrate ability to correctly read and mark wiring prints.
- Demonstrate proper component layout and organization.
- Modify panel enclosures.
- Demonstrate proper wiring standards in regards to size, type, and color.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Layout, mount, and wire a complete Control Panel while implementing UL508A standards.

### **Instrumentation Process Control**

**3 Credits/90 Clock-Hours**

In the Instrumentation Process Control course students are introduced to the concepts and terminology of Instrumentation-Process Control using theory and a hands-on approach used in refineries, water treatment plants, boilers, HVAC, refrigeration systems, and many other temperature, pressure, level, flow, analysis, transmission and communication, and automatic control applications.

Objectives:

- Demonstrate knowledge of safety practices and procedures.
- Demonstrate the ability to set up multiple process control sensors.
- Demonstrate ability to manually and automatically adjust valves.
- Wire and actuate a valve positioner and solenoid valve.
- Setup common components such as control valves, regulators, dampers, actuators, positioners, solenoid valves, and variable frequency drives within a standard system.
- Calibrate and install temperature, pressure, level and flow instruments.
- Use troubleshooting instrumentation competently within multiple systems.

### **Process Technology Equipment and System Operators**

**3 Credits/90 Clock-Hours**

This course introduces students to the concepts and terminology of Process Technology Equipment and Systems using theory and a hands-on approach used in refineries, water treatment plants, boilers, and many other temperatures, pressure, level, flow, analysis, transmission and communication, and automatic control applications.

Objectives:

- Demonstrate knowledge of the basic functionality of process technology equipment.
- Apply knowledge of basic components of process technology equipment.
- Demonstrate knowledge of the basic purpose of process technology equipment.
- Use meters, and other measuring equipment associated with process technology.

### **Microcontroller and Microprocessor Programming**

**2 Credits/60 Clock-Hours**

This course is a series of presentations/study in number systems and codes, microprocessor/microcontroller architecture, computer arithmetic, machine and assembler language programming, and microprocessor interfacing. Emphasis is placed on laboratory experiments dealing with machine/assembler language program execution and interfacing using an Arduino starter kit.

Objectives:

- Write assembly code programs.
- Apply peripheral interfacing in software and hardware.
- Utilize interrupt control and software polling.
- Use software development tools.

### **Electronics Assembly and Soldering**

**2 Credits/60 Clock-Hours**

Electronics Assembly and Soldering offers you an opportunity to develop the ability to solder and desolder connectors, components, and printed circuit boards using industry standards. You will be



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

introduced to topics including component identification, safety practices, soldering, desoldering, anti-static grounding, and surface mount techniques.

### Objectives:

- Identify and place components according to a schematic.
- Demonstrate industry safety practices.
- Use standard anti-static grounding.
- Demonstrate through-hole soldering techniques.
- Demonstrate surface mount soldering techniques.

### **Aerospace Technician**

**2 Credits/60 Clock-Hours**

In this course, students will identify and apply AF requirements of safety, lockout/tagout procedures, basic shop measurement tools, basic blueprint reading, Container Labeling, SDS procedures, and foreign objects damage and prevention for aircraft and aerospace equipment. Students will apply technical data, regulatory standards, theory, and lockout/tagout procedures. This course trains personnel, to include contractors, who perform direct or indirect maintenance actions/operations on aircraft, missiles, support equipment, components, or active taxiways/runways. Personnel such as security forces, fire department, medical and supply organization workers who may travel through aircraft, missile, support equipment, or component repair work centers, to include driving on active taxiways/runways, must also receive this training.

This course will also cover technical data and regulatory standards, theory, types, identification and inspection techniques, prone areas, reporting and documenting procedures, preventative compounds, removal and surface treatment.

This course will explore a list of essential packaging and production controls, review of guidelines describing the proper way to execute GMP records, examine the GMP personal hygiene requirements, clarify the four key product quality attributes, describe the purpose of GMP codes and regulations, and offer explanations of why companies implement GMP.

### Objectives:

- Identify proper Occupational Safety and Health Administration's (OSHA) right-to-know standards.
- Classify Safety Data Sheet (SDS) labels, including color, sections, and symbols according to the Globally Harmonized System.
- Identify possible safety hazards in the work environment.
- Demonstrate basic first-aid procedures Identify proper emergency evacuation practices.
- Identify proper OSHA lockout/tag out standards and devices.
- Demonstrate Global Harmonized System Container Labeling Procedures.
- Demonstrate proper use of basic shop precision measuring instruments.
- Demonstrate basic shop blueprint reading.
- Identify Initial foreign object damage awareness.
- Discuss and identify toxic metal awareness Identify good manufacturing practices.
- Track data of product and provide continuous improvements in manufacturing.
- Utilize quality control in manufacturing environment.

### **Automation Externship**

**2 Credits/90 Clock-Hours**

Students participating in this course have the opportunity to gain valuable work experience in the Automation and Robotics industry while working under the supervision of a plant manager or

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

maintenance technician. This experience will allow the student to observe and get hands-on experience troubleshooting and repairing equipment.

Objectives:

- Demonstrate competency of skills learned in the classroom and lab in a workplace setting.
- Successfully complete required externship hours in an automation and robotics workplace setting.

### **Interpreting Engineering Drawings**

**1 Credit/30 Clock-Hours**

Students in this course will learn basic blueprint reading skills. Standard industrial practices will be applied to one or more industrial drawings. The following principles and applications will be used: line types, orthographic projection, dimensioning, sectioning, multi-views, and auxiliary views.

Objectives:

- Identify line, lettering, sketching, and title standards used in drafting.
- Identify symbols used on blueprints.
- Calculate missing dimensions on a drawing.
- Identify information necessary for item/part fabrication on a drawing.
- Define terminology and processes related to manufacturing drawings.
- Describe the function of drawings used in manufacturing.

### **Introduction to Machining**

**2 Credits/60 Clock-Hours**

Machining Introduction defines basic procedures and machining operations encountered in the machine shop. In this course, you will practice machine shop safety, recognize Safety Data Sheets (SDS), use basic measuring tools, recall shop math, select proper speeds and feeds, label common metal identifications, and reproduce basic layout techniques. In this course, you will have the opportunity to operate bench grinders, saws, and drill presses. The course will also introduce lathe and mill set-up and operation.

Objectives:

- Interpret Material Safety Data Sheets (MSDS) and identify safe practices and clean up procedures in a machine shop.
- Demonstrate accurate use and reading of steel rules, micrometers, and calipers.
- Perform basic layout procedures.
- Demonstrate safe setup, operation, and changing of saw blades for both vertical and horizontal band saws.
- Identify common metals used in a machine shop.
- Demonstrate the use of files, deburring tools, hand tools, and work holding devices.
- Demonstrate safe operation of a bench grinder.
- Demonstrate proper feeds and speeds.
- Perform basic hole making.
- Perform basic turning and milling operations.

### **Job Seeking Skills**

**1 Credit/30 Clock-Hours**

Job Seeking Skills explores how to prepare and successfully apply to potential career opportunities. During this course, you will be presented with essential job-seeking skills needed to find gainful employment.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### Objectives:

- Create a professional resume, cover letter and reference sheet.
- Utilize online tools successfully to create an e-portfolio.
- Expand and develop networking skills.
- Utilize online resources effectively to find job openings.
- Demonstrate the ability to fill out job applications in a professional manner.
- Perform successfully in a job interview.
- Demonstrate appropriate follow-up procedures.

### **Welding for Manufacturing**

**2 Credits/60 Clock-Hours**

Welding for Manufacturing includes the basic knowledge of Gas Metal Arc Welding (GMAW) and Shielded Metal Arc Welding (SMAW). During this course, you will study welding safety, protection, accident prevention, and troubleshooting. You will practice set-up, operation of equipment, positions, executions, and the workmanship needed for a basic weld.

### Objectives:

- Describe oxy fuel cutting process terms.
- Demonstrate proper equipment setup, usage, cleaning, and break-down.
- Discuss and conduct safety inspections of equipment and accessories.
- List and describe oxy fuel cutting equipment.
- Perform setup, lighting, and use of oxy fuel cutting equipment.
- Demonstrate various cutting techniques including straight cuts, beveling, and gouging on various base metals.
- Name key terms for GMAW.
- Make GMAW-S (Short Circuit) Fillet Welds the 2F position.
- Make GMAW-S (Short Circuit) Groove Welds in the 2G position.
- Make GMAW-S (Short Circuit) V Groove Welds in the 2G position.
- List key terms for SMAW.
- Perform Fillet welds on mild carbon steel with E7018 welding.
- Perform Groove welds in the Flat (1G) and horizontal (2G) with 7018.

### **Electric Motor Drives**

**3 Credits/90 Clock-Hours**

This class covers identification of the operating characteristics and nameplate information of most types of AC/DC motors. This course will introduce students to Electric Motor drives, including the installation and programming of an electric motor drive for motor speed control, including ramp up and ramp down parameters. In addition, students will learn how three-phase alternating current (AC) is generated in Delta or Wye circuits. Students will gain knowledge about the distribution of electrical power in a manufacturing facility, including service feeders, branch circuits, and control circuits.

### Objectives:

- Identify the operating characteristics, nameplate information and troubleshooting procedures for:
  - Single-phase motors and generators.
  - AC/DC motors, control transformers, and distribution systems.
  - Delta and Wye transformer configurations.
  - Three-phase motors – Delta or Wye connected, 9 or 12 lead motors.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Install and Troubleshoot Electric Motors and Drives.

### **FANUC IR Vision Systems**

**1 Credit/30 Clock-Hours**

FANUC IR Vision Systems covers basic tasks and procedures required for an operator, technician, engineer or programmer to set up, teach, test, and modify FANUC IR Vision Applications.

Objectives:

- View and/or change robot computer parameters to facilitate access to robots' web browser.
- Set up a camera and perform an inspection vision process.
- Master a robot using vision mastering.
- Create user frames necessary for use with vision systems.
- Calibrate a camera and program a FANUC robot to respond to vision results.

### **Vision System Basics**

**1 Credit/30 Clock-Hours**

Vision System Basics covers the Cognex In-Sight Explorer software and hardware needed to set up a machine vision project. Students will explore the basics of Cognex vision systems and how to set up basic programs, including hardware and accessories, connecting a camera, image acquisition, and digital imagery theory.

Objectives:

- Utilize Cognex vision system hardware and software.
- Create inspection programs using Cognex In-Sight Explorer software.
- Discuss digital imagery theory.

### **Human Machine Interface Programming**

**3 Credits/90 Clock-Hours**

Students in this course are introduced to programming an operator panel using graphics and Programmable Logic Controllers (PLCs). Students will learn to convert a PLC program into a graphic Human Machine Interface Panel using GE, Siemens, Opto 22, Modicon, Schneider Electric, Crimson (Red Lion), and Allen Bradley software.

Objectives:

- Identify and discuss the basics of HMI programming.
- Identify different types and programming techniques of HMI programming.
- Discuss the need for HMI programming.
- Install and program an HMI screen.
- Demonstrate operation of multiple HMI screens with GE, Siemens, Opto 22, Modicon, Red Lion and Allen Bradley.

### **Programmable Logic Controllers II**

**3 Credits/90 Clock-Hours**

During this course, students are introduced to advanced programming techniques of Programmable Logic Controllers. This course includes advanced topics of Programmable Logic Controllers not covered in the introductory course such as, process control, data acquisition, computer-controlled processes, variable speed drives, and networking. It may cover various software packages not included in the introductory class such as Allen Bradley 5000 series programming with hands-on labs and other advanced topics as needed to meet employer needs.



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### Objectives:

- Identify and discuss the basics of HMI programming.
- Identify Programmable Automation Controller principles and practices.
- Apply advanced topics of Programmable Logic Controllers in a lab setting.
- Learn advanced hardware and software principles as they apply to Programmable Logic Controllers.
- Demonstrate programming of advanced Programmable Logic Controllers on RSLogix 5000 software package to meet employer needs.

### **Industrial Robotics**

**3 Credits/90 Clock-Hours**

In this course, students will learn basic sensing and locomotion principles as they build and control a robotic arm. Students will learn about the different types of robots that are available for industrial and servicing applications program a robotic arm that will be used for selected activities from manual robot control to computer program mode. Students will determine how much current is required to lift different weights, how to measure the degrees of freedom, calculate maximum reach, and use the control panels.

### Objectives:

- Determine the working specifications of a robot arm manipulator.
- Compare the robotic trainer to the human hand.
- Measure the degrees of freedom.
- Determine max vertical and horizontal reach.
- Utilize control panels.
- Identify what types of robots are available for Industrial and servicing applications.

### **Industrial Networking**

**3 Credits/90 Clock-Hours**

Industrial Networking includes a fundamental introduction to computer networking for industrial automation professionals seeking a practical understanding of the use and simple troubleshooting of common Local Area Networks (LANs), Wide Area Networks (WANs), and wireless networks. During this course, you will examine basic professional IT terminology, computer and networking hardware basics, serial communication, and computer networks protocols. You will also explore and evaluate common LAN/WAN devices such as switches, routers, and wireless access points.

### Objectives:

- Identify and work with Wide Area Networks (WANs).
- Identify and work with Local Area Networks (LANs).
- Identify and work with Industrial Network Technologies (SCADA, Ethernet/IP, Fieldbus, Profinet, Allen Bradley Data Highway & DH+).
- Configure and set up multiple Industrial Networks using PLC's, HMI's, Industrial Robots, and VFD's.

### **Controls Integration**

**3 Credits/90 Clock-Hours**

This course brings together the content of many preceding courses and applies that content to the requirements of systems integration. The problems associated with interconnection and interworking of different components will be explored, and typical solutions will be illustrated using conveyors, manufacturing tools, and robotic devices. The course is largely a hands-on experience in an automated manufacturing environment.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### Objectives:

- Build Automation Industrial equipment per the application.
- Learn mechanics of installing sensors and actuators in machine.
- Simulating your system with PLC Logics.
- Testing and analyzing feasibility of the project.
- Build and integrate automated equipment.

### **Final Project**

**1 Credit/30 Clock-Hours**

This course challenges students to complete a machine build project including design, layout, construction, operation, and debugging while meeting the given specifications and time limitations. Students will develop schematics for all aspects of the machine and develop and submit required parts.

### Objectives:

- Develop schematics for all aspects of the machine.
- Develop and submit a required parts list to the instructor.
- Develop, meet, and complete a project action plan.
- Operate and debug the machine to proper operating specifications.

### **Mountainland Technical College**

### **Electronics Soldering**

**1 Credit/30 Clock-Hours**

This soldering course will teach the students a basic skill level of soldering for both surface mount and through-hole technologies. They will also learn basic electrical components using hands-on skills.

### Objectives:

- Solder various terminals.
- Install surface mounting components.
- Identify components.

### **Robotics I**

**1 Credit/30 Clock-Hours**

Robotics 1 will instruct students in robotics safety, economics impacts, hardware, design and coding. They will also design a robot and program to perform a task. Students will discover the fields and career opportunities in robotics.

### Objectives:

- Practice Safety procedures.
- Operate robotic applications.
- Identify robotic components.
- Identify basic electrical operations.
- Program robot to perform a task.

### **Conduit Bending**

**1 Credit/30 Clock-Hours**

Students will learn the use of conduit in industry. They will learn how to make measurements and various bends without defects. Students will also learn the different types of conduit and various parts used in industry.





## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### Objectives:

- Bend conduit to industry standards.
- Identify types of conduit.
- Perform various bends.
- Read schematic drawings.

### **Introduction to RF Plasma**

**1 Credit/30 Clock-Hours**

This course is an introduction to plasma and radio frequency (Rf) concepts for students interested in semiconductor careers as well as those who wish to gain an overview of basic plasma theory. Semiconductor focused students will gain basic knowledge to aid in understanding plasma generation and hazard identification. Course material includes plasma definition, properties, ionization, and generation. Rf material includes basic definition, loss and gain, skin effect, reflection, transmission, inductive coupling, filtering, and leakage.

### Objectives:

- Define plasma and identify properties.
- Explain plasma generation.
- Explain radio frequency (RF) concepts as they apply to plasma.
- Define frequency, impedance, power loss.
- Identify hazards possible with use of RF plasma.
- Define Optical Emission Spectroscopy (OES) and explain how it is used to monitor the plasma.

### **Introduction to Statistical Process Control**

**1 Credit/30 Clock-Hours**

Statistical Process Control is an introduction to statistical process control (SPC) for students interested in semiconductor careers, as well as those who wish to gain an overview of basic SPC practices. Semiconductor focused students will gain basic knowledge to maintain control of critical manufacturing processes. Course material includes overview and benefit, common cause vs. special cause variation, distributions and histograms, basic statistics, process capability, standard deviation, sigma, and control chart basics.

### Objectives:

- Define and use basic statistics such as mean, median, standard deviation, normal (bell curve) vs. skewed distributions.
- Identify difference between control and spec limits.
- Process capability.

### **Introduction to Semiconductor Manufacturing**

**2 Credits/60 Clock-Hours**

Introduction to Semiconductor Manufacturing is a course for students interested in semiconductor careers, as well as those who wish to gain an overview of basic semiconductor processing. Semiconductor focused students will gain basic knowledge of overall process flow and logic gate device functionality. Course material includes definition of a semiconductor, n-type and p-type doping, geometries and units of measure, basic semiconductor manufacturing, process module overviews, clean room overview and protocols, and automated material handling system (AMHS) overview.

### Objectives:

- Identify semiconductor basics.
- Define N-type, P-type doping, PN junction.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Identify MOSFET/CMOS structure and logic gate function.

### **Sensors and Timers**

**1 Credit/30 Clock-Hours**

Students will identify the use and purpose of inductive, capacitive, and photoelectric sensors. They will learn how to design and read schematics, and to troubleshoot designs using troubleshooting methods.

Objectives:

- Connect and operate inductive sensors.
- Connect and operate capacitive sensors.
- Connect and operate photo electric sensors.

### **Wiring Board**

**1 Credit/30 Clock-Hours**

Students will identify the design and wiring of industry standard control panels. They will use wiring organization to make a clean and professional control panel, using the various tools designed for this application.

Objectives:

- Troubleshoot and design circuits.
- Access and use wiring code.
- Connect and operate low voltage/high voltage.
- Use crimps, strippers, wire pullers, and various connections.

### **Rotating Machines**

**2 Credits/60 Clock-Hours**

Students will learn the different types of motors that are used in industry and also the reasons why certain motors are used for different conditions. They will also learn how they are wired internally and externally. Students will also perform different measurements and do calculations to see how the motors perform under different loads.

Objectives:

- Connect and operate different industrial motors.
- Measure and calculate speed/torque.
- Calculate efficiency and power consumption.
- Graphing motors performance.

### **HMI & PLC Troubleshooting**

**3 Credits/90 Clock-Hours**

Students will use and design basic Human-Machine Interface (HMI) programs, using Allen Bradley's "FactoryTalk". They will learn how to make the connections between the Programmable Logic Controllers (PLC) and HMI programs. They will also learn to navigate and use alarms. Students will read and troubleshoot PLC circuits, using basic troubleshooting techniques. They will use symptoms to diagnose troubles. They will also learn how to use multimeters to verify the working contribution of different components.

Objectives:

- Identify Factory Talk components.
- Configure communications.
- Create different control navigations.
- Create messages, alarms, and configure diagnostics.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Identify PLC status indicators.
- Test and troubleshoot discrete input/outputs.
- Troubleshoot PLC faults.
- Test and troubleshoot Analog inputs/outputs.

### **FANUC Robot**

**1 Credit/30 Clock-Hours**

Students will operate and design basic programs for Fanuc robots. This will get them the basics that are needed to become a Fanuc robot operator and teach them how to operate a robot safely.

Objectives:

- Identify Factory Talk components.
- Configure communications.
- Create different control navigations.
- Create messages, alarms, and configure diagnostics.
- Identify PLC status indicators.
- Test and troubleshoot discrete input/outputs.
- Troubleshoot PLC faults.
- Test and troubleshoot Analog inputs/outputs.

### **Electro-Fluid Power**

**1 Credits/30 Clock-Hours**

Students will combine electrical controls with hydraulic and pneumatic circuits. They will read, design, and troubleshoot circuits that are using a wide range of devices used in industry.

Objectives:

- Read electric, hydraulic, and pneumatic schematics.
- Connect and operate a variety of industrial relay control systems.
- Design combination circuits.
- Troubleshoot circuits.

### **Welding Simulator**

**1 Credits/30 Clock-Hours**

Students will gain an understanding of the history of welding. As they study the basics of welding, they will learn to safely operate a welder, using the correct settings. They will focus on the correct techniques for Metal Inert Gas (MIG) welding.

Objectives:

- Identify important historical facts about welding.
- Identify safety protocols.
- Operate a welder using correct settings for various types of metal.
- Weld using correct techniques.

### **SolidWorks**

**1 Credits/30 Clock-Hours**

SolidWorks is a solid modeling, computer-aided design (CAD) software that is used widely in industry for 3d design. Students will use SolidWorks to design parts and assemble multiple parts into one object. They will also learn how to turn their designs into a drawing.

Objectives:

- Identify components of SolidWorks and navigate software.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Design parts and assemblies.
- Turn designs into drawings.

### **Lean and Six Sigma**

**1 Credits/30 Clock-Hours**

Six Sigma is a team-focused managerial approach that seeks to improve performance by eliminating resource waste and defects. In this course, students will learn Six Sigma methods and tools, combined with the Lean Manufacturing philosophy, which strives to eliminate the waste of physical resources, time, effort, and talent while assuring quality in production and organizational processes.

Objectives:

- Identify resource uses that don't create value for the end customer.
- Determine how to eliminate wasted resources or process/product defects.
- Identify non-value-adding activities to remove from production processes.

### **Basic VFD Operation**

**1 Credits/30 Clock-Hours**

In this course students will learn how to wire a Variable Frequency Drive (VFD) for basic operation. They will also learn how to set the VFD's settings, using both 1 phase and 3 phase applications.

Objectives:

- Identify VFD specs and correct application.
- Wire VFD for single and 3 phase applications.
- Set VFD settings.

### **Mechanical Drives and Laser Alignment**

**2 Credits/60 Clock-Hours**

This course is a continuation of the industrial mechanics course where students will learn more advanced bearings, gaskets, seals, gear drives, and laser alignments. Students will demonstrate their working knowledge and ability to perform troubleshooting, along with demonstrating attention to safety practices.

Objectives:

- Demonstrate a working knowledge of safety practices and procedures.
- Perform plain bearing selection, maintenance, and troubleshooting.
- Identify roller bearings for specific applications.
- Perform seal maintenance and selection.
- Perform gear lubrication, maintenance, and troubleshooting.
- Operate laser shaft alignment systems.

## **Ogden-Weber Technical College**

### **Advanced Electrical Systems**

**3 Credits/90 Clock-Hours**

The Advanced Electrical Systems course discusses advanced principles of 3-phase AC systems. Using theoretical and measured values, calculations of values in resistive, inductive, and capacitive circuits are performed. This course demonstrates cause and effect using control transformers, capacitors, and resistive loads in a control circuit.

Objectives:

- Demonstrate wiring of a 3-phase AC circuit using control transformers.
- Demonstrate the use of a DMM to measure current and voltage in complex circuits.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Demonstrate calculations of capacitance, reactance, and impedance.
- Apply measured values to calculate farad and henry in a circuit.

### **Advanced Motor Controls**

**3 Credits/90 Clock-Hours**

The Advanced Motor Controls course covers electrical wiring skills like installing control wiring in an electrical panel; installing wiring into limit switches, solenoids, and pressure switches; wiring 3-phase motors, and understanding the importance of correct wire size, material, and insulation.

Objectives:

- Demonstrate electrical control wiring using electrical prints.
- Apply wire management skills based on conductor size, color coding, numbering, and bundling.
- Demonstrate proper termination of motor contacts, overloads, control relays, and disconnects.
- Demonstrate wiring of pneumatics controls circuits and electro-pneumatic valves.
- Demonstrate wiring and communication of VFDs, PLCs, and HMIs.

### **Industrial Robotics**

**3 Credits/90 Clock-Hours**

The Industrial Robotics course introduces the necessary entry-level robotics technician skills for Fanuc and collaborative robots. The course covers robot anatomy, motion control, safety, tool operations, setup and programming, motion instructions, and working frames. Branching, macros, program creation and editing, input/output signaling, and robot systems are identified along with safe working habits in an industrial setting.

Objectives:

- Demonstrate proper robot safety.
- Describe the anatomy, motion control, safety, and tool operations of robot systems.
- Describe teach pendant.
- Setup robot working frames and motion instructions.
- Create and edit programs.
- Explain branching and macros.
- Define input/output signaling.

### **Salt Lake Community College**

Advanced Programmable Logic Controllers (PLC) Track:

### **Programmable Logic Controllers II**

**4 Credits/120 Clock-Hours**

This course covers the usage of industry PLC hardware and software, such as Allen Bradley, covering the programming, setup and connection, operation, editing, for PLC motor control and other applications. This course will also cover programming using ladder logic, PLC instruction set, PLC Timers, Counter, Math, Program Control Instructions, Analog/Digital inputs and outputs.

Objectives:

- Create a PLC program using industry software such as Allen Bradley Studio 5000 software.
- Identify and explain the functions, and advantages of a programmable controller and its components.
- Identify industrial networks used for data communications and explain their function and operation. and type of network used for data communications

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Connect and configure PLC controllers for communications using PLC software.
- Use PLC programming software to open and download a program and monitor the status of a controller.
- Identify and explain PLC programming languages, program operation, and PLC memory organization.
- Explain the elements of project creation and organization, programming software, program analysis, and program documentation.
- Identify PLC motor control basics, seal-in program logic, data types and user-defined tags, interlock functions, and PLC discrete control of variable speed drives.
- Explain instructions for PLC timers and counters, non-retentive/retentive timers, time-driven sequencing, and counters.
- Demonstrate the use of event sequencing and continuous cycle logic, modes of operation, stop functions, and on/off process controls.
- Appropriately follow program control instructions, master control reset, subroutines, and jump and label instructions.
- Utilize math and data move instructions.
- Effectively use analog inputs and outputs, configuration, operation, scaling functions, comparison instructions and on/off control.
- Demonstrate the use of variable output applications, PWM temperature control, stepper motors, and absolute and relative modes.

### **HMI Programming**

**2 Credits/60 Clock-Hours**

This course covers HMI panels, covering the programming, setup and connection, operation, editing, for basic terminal operation/human machine interface (HMI). The course will use and introduce industry hardware and software.

Objectives:

- Operate an HMI Panel Terminal, configure the IP Address, transfer an application using industry software.
- Use HMI application software to edit and create application displays and input and output objects.
- Explore HMI application editing, to include numeric input/output, displays, local messages, alarms, diagnostic messages, and information messages.
- Create a PLC program to support HMI applications.

### **PLC Troubleshooting**

**2 Credits/60 Clock-Hours**

This course covers the Allen Bradley Compact Logix, PLC troubleshooting, identifying types of PLC faults, use of PLC diagnostics indicators, troubleshooting PLC power supplies, how to test and troubleshoot discrete input/output devices.

Objectives:

- Demonstrate PLC troubleshooting skills and techniques.
- Utilize PLC's status and diagnostic Indicators to determine the status of PLC operation.
- Demonstrate ability to troubleshoot a PLC power distribution system.
- Test discrete input/output devices.
- Use the force function to test a PLC discrete output device.
- Troubleshoot an industry PLC for faults.

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Use a six-step sequence to troubleshoot a PLC system.
- Troubleshoot a continuous cycle reciprocating motor PLC project.
- Troubleshoot a PLC-controlled machine with manual and automatic modes.
- Use the application diagnostics tools to find and replace an instruction.
- Analyze, test, and troubleshoot analog input/outputs.
- Analyze, test, and troubleshoot PWM applications.
- Analyze, test, and troubleshoot variable speed drives PLC applications.
- Analyze, test, and troubleshoot stepper motors PLC applications.

### **PLC Capstone Project**

**1 Credit/30 Clock-Hours**

This course covers the usage of industry PLC and HMI hardware, as well as software. The capstone will be an industry application project, on the same level as the course lab projects. The course will require the design of a basic PLC project, the setup/wiring of all required PLC hardware and the programming. Documentation and final demonstration of the project will be required.

#### Objectives:

- Identify correct hardware to support the project.
- Setup and wire power supplies to support the PLC and HMI panel.
- Setup and wire all required input and output devices.
- Create a PLC program using industry software such as Allen Bradley Studio 5000 software.
- Create an HMI program using industry software such as Allen Bradley FactoryTalk View Studio – ME edition.
- Troubleshoot a PLC/HMI system.
- Operate and demonstrate a functioning PLC/HMI industry application system.
- Submit all required project documentation.

#### Process Control Level/Flow Track:

### **Process Control Level/Flow**

**4 Credits/120 Clock-Hours**

This course covers the most common types of process control systems, flow and liquid level. To include process control safety, instrument tags, piping and instrumentation diagrams, troubleshooting and level measurement. System control functions such as liquid level control, automatic control methods, basic flow measurement and control, and control loop performance using industry instrumentation.

#### Objectives:

- Identify definitions related to process control, safety, the elements of a process control system, and the general requirements of a control system.
- Explain instrument tags, block diagrams, piping and Instrumentation diagrams.
- Demonstrate the use of loop controllers, parameters, and manual operation.
- Use final control operation, I/P operation, and proportional control valves.
- Implement level measurement, level sensor operation, signal measurement, and display scaling.
- Troubleshoot process control systems.
- Utilize liquid level control.
- Implement methods of automatic control.
- Use basic flow measurement and control devices.
- Identify effective control loop performance.



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Use ultrasonic level measurement and control devices.
- Use differential pressure flow measurement and control devices.

### **Process Capstone Project**

**2 Credits/60 Clock-Hours**

This course will require the identification and use of required hardware to build and setup a functional industry system for flow and level control of fluid such as water. The system must meet the stated criteria for flow/level measurement and control. The system will consist of reservoir tanks and industrial control instrumentation such as PID Controllers, Flow Transmitters, and level sensors.

Objectives:

- Setup, connect and program a basic process automatic level/flow control system.
- Calibrate and use an industrial flow transmitter.
- Setup and use level sensors.
- Use PID controllers for flow and level.
- Operate and demonstrate functioning process flow/level automatic control system.
- Submit all required project documentation.

### **Troubleshooting Automated Systems**

**3 Credits/90 Clock-Hours**

This course will cover the procedures and techniques for troubleshooting electrical, motor, and control circuits. To include safety, testing and fault determination and component replacement. Efficiency for making a repair will be covered and tracked for time and cost of repair.

Objectives:

- Troubleshoot and repair electrical relay circuits.
- Troubleshoot and repair motor circuits.
- Troubleshoot and repair control circuits.
- Follow safety procedures to avoid injury.
- Troubleshoot and repair common industrial circuits in a timely and efficient manner.

### **Motor Control Systems Track:**

### **Electric Motor Control Systems**

**4 Credits/120 Clock-Hours**

This course teaches control of three-phase AC electric motors found in industrial applications, starting, reversing, jogging, and motor principles. Coverage of motor selection, diagrams, motor control devices, operation, installation, and troubleshooting. This course includes motor starter circuits, contactors, reduced voltage starting techniques, relays, braking, and variable frequency AC drives.

Objectives:

- Explain requirements for electrical safety in the workplace, protection against electric shock, grounding, and lockout procedures.
- Interpret electrical drawings including various symbols, abbreviations, ladder diagrams, wiring-single line- block diagrams, motor terminal connections, motor nameplate, and terminology.
- Identify motor transformers and distribution systems, power distribution systems, transformer principles, and transformer connections.
- Use various motor control devices including manually operated switches, mechanically operated switches, sensors, and actuators.





## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

- Explain the use and operation of electric motors including motor principles, direct current motors, three-phase alternating current motors, single-phase alternating current motors, alternating current motor drives, motor selection, motor installation, motor maintenance and troubleshooting.
- Connect and operate various contactors and motor starters including magnetic contactors, considering contactor ratings, enclosures, and solid-state types.
- Install various types of relays including electromechanical control relays, solid-state relays, timing relays, latching relays, and relay control logic.
- Connect and operate motor control circuits including motor starting, motor reversing, jogging, motor stopping, and motor speed control devices.
- Follow industry guidelines such as National Electrical Code (NEC) for motor installation.
- Define motor torque and horsepower.
- Explain the operation of variable frequency AC drives and applications in industrial processes.
- Test a control transformer.
- Connect and operate a basic electric control circuit using common Input/output devices.
- Connect and operate basic timer control circuits.
- Troubleshoot motor control systems.

### **Motor Capstone Project**

**2 Credits/60 Clock-Hours**

This course will require application of concepts learned in the motor course, to include the build and setup of all required hardware for a AC and DC motor control system. Requirements to include performance operation demonstration, safety, seal-in circuits, and forward and reverse operation. The system should comply with industry codes and best practices such as National Electrical Code (NEC).

Objectives:

- Properly setup, wire and operate an AC motor control system.
- Properly setup, wire and operate a DC motor control system.
- Demonstrate correct usage of required hardware/devices.
- Demonstrate wiring techniques to align with NEC.
- Properly setup and wire devices such as switches and lights.
- Submit all required project documentation.

### **Troubleshooting Automated Systems**

**3 Credits/90 Clock-Hours**

This course will cover the procedures and techniques for troubleshooting electrical, motor, and control circuits. To include safety, testing and fault determination and component replacement. Efficiency for making a repair will be covered and tracked for time and cost of repair.

Objectives:

- Troubleshoot and repair electrical relay circuits.
- Troubleshoot and repair motor circuits.
- Troubleshoot and repair control circuits.
- Follow safety procedures to avoid injury.
- Troubleshoot and repair common industrial circuits in a timely and efficient manner.



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### **Snow College**

#### **Industrial Mechanics II**

**2 Credits/60 Clock-Hours**

The Industrial Mechanics II course teaches linear axis drives, clutches, brakes, piping, fittings, and valves. Students will learn relevant industrial skills including identifying, sizing, selecting, installation, operation, performing analysis, design, troubleshooting and maintenance.

##### Objectives:

- Select, install, troubleshoot, and maintain the following equipment:
  - precision ball screws.
  - linear ball bearings.
  - linear axis slides.
  - matched angular contact bearings.
  - cam clutches.
  - friction clutches.
  - electric brakes.
  - flywheels.
- Reference and interpret manufacturer's specification data.

#### **Programmable Logic Controllers Troubleshooting**

**2 Credits/60 Clock-Hours**

The Programmable Logic Controllers Troubleshooting course teaches industry-relevant skills including how to operate, interface, program, and troubleshoot PLC systems for a variety of applications. Students will work with Allen Bradley, RSLogix 5000, and RSLinx, and HMI applications.

##### Objectives:

- Demonstrate PLC programming, operation, and troubleshooting.
- Explain PLC interfacing.
- Demonstrate PLC program editing.
- Use discrete input/output (I/O).
- Use counters/timer in PLC operation.
- Use BCD/LED in PLC operation.
- Develop program control instructions.

#### **Laser Shaft Alignment**

**2 Credits/60 Clock-Hours**

The Laser Shaft Alignment course teaches how to set up, operate and apply laser shaft alignment to a variety of industrial applications. Topics include laser alignment systems, rough alignment, soft foot correction, alignment analysis and operation.

##### Objectives:

- Install and troubleshoot laser shaft alignment systems including, rough alignment and soft foot correction.

#### **Vibration Analysis**

**2 Credits/60 Clock-Hours**

The Vibration Analysis course teaches the bearings and gears used in heavy duty mechanical transmission systems. This course will emphasize linear axis drives, clutches, and brakes. In addition, this course teaches how to setup, operate, and apply laser shaft alignment to a variety of industrial applications. Topics include heavy-duty v-belt drives, v-belt selection and maintenance, synchronous belt

October 9, 2023



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

drives, lubrication concepts, precision shaft alignment, couplings, and heavy-duty chain drives. Students will also learn the basics of vibration analysis used to determine when to perform maintenance of power transmission components.

### Objectives:

- Take vibration measurements such as, velocity, acceleration, and spike energy and use these data in conjunction with trend analysis and severity charts to determine problems and their root causes.
- Operate and analyze laser shaft alignment systems including rough alignment, installation, and soft foot correction.
- Use a vibration meter to take a vibration reading, measure shaft misalignment vibration and shaft load imbalance vibration, measure belt drive vibration, interpret a vibration reading, and identify natural frequency.

### **Industrial Rigging**

**2 Credits/60 Clock-Hours**

This course teaches a comprehensive set of industry-relevant skills including how to safely move loads of different shapes and sizes using a variety of methods. Students will learn skills including hoist operation, installation, maintenance, equipment movement, wire mesh slings, synthetic slings, knots, load turning and cranes.

### Objectives:

- Identify appropriate rigging systems.
- Select and maintain the following sling types:
  - Wire rope slings
  - Wire mesh slings
  - Chain slings
  - Synthetic Mesh Slings
  - Fiber and Synthetic Rope Slings
- Install, operate, and maintain:
  - block and tackle hoists.
  - endless chain hoists.
  - electric hoists.
  - ratchet hoists.
- Describe spreader beams.
- Calculate sling efficiency.
- Identify, select, and install eyebolts.
- Identify, select, and install hooks.
- Explain load balance.
- Calculate load weight.
- Discuss rigging safety.
- Tie various rigging knots.
- Explain load turning and equipment movement.
- Demonstrate the use of protection pads, pry bars and pry trucks, hydraulic jacks, dollies, and roller bars.
- Demonstrate the use of various types of cranes.



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### **Industrial Hydraulics Troubleshooting**

**3 Credits/90 Clock-Hours**

The Industrial Hydraulics Troubleshooting course introduces industry-relevant hydraulic skills while showing the fundamentals of the hydraulic principles, hydraulic motors, and hydraulic formulas such as calculating theoretical pump flow rate. Students learning skills will include safety, operation, installation, troubleshooting, analysis of performance, and design hydraulic systems. Students will also be skilled in more advanced hydraulics.

#### Objectives:

- Identify basic hydraulic circuit components and explain their operation.
- Apply principles of Hydraulic Pressure and Flow in the development of hydraulic circuits.
- Complete circuits according to hydraulic schematics.
- Implement hydraulic speed and pressure control devices in circuits.
- Design and maintain hydraulic systems.
- Troubleshoot and repair damaged or faulty hydraulic systems.

### **Industrial Pumps**

**3 Credits/90 Clock-Hours**

The Industrial Pumps course teaches a comprehensive set of industry-relevant skills including how to operate, install, maintain, troubleshoot, analyze performance, and select centrifugal pumps as well as system design.

#### Objectives:

- Describe centrifugal pump system operation and characteristics.
- Explain centrifugal pump performance, efficiency, and importance.
- Properly size and select pumps to meet the needs of given scenarios.
- Install and align pumps.
- Describe how to inspect and troubleshoot a centrifugal pump.
- Disassemble and inspect a centrifugal pump with a mechanical seal.

### **Southwest Technical College**

### **Programmable Logic Controllers II**

**3 Credits/90 Clock-Hours**

In this course, students are introduced to advanced programming techniques of Programmable Logic Controllers such as process control, data acquisition, computer-controlled processes, variable speed drives, and networking. Topics include various software packages not included in the introductory course with hands-on labs and other advanced topics as needed to meet employer needs.

#### Objectives:

- Identify and describe the basics of HMI programming.
- Identify and apply Programmable Automation Controller principles and practices.
- Apply advanced topics of Programmable Logic Controllers in a lab setting.
- Explain advanced hardware and software principles as they apply to Programmable Logic Controllers.
- Program advanced Programmable Logic Controllers on various software packages to meet employer needs.



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### **Fabrication and Repair**

**3 Credits/90 Clock-Hours**

In this course, students are introduced to proper fabrication and repair techniques of different types of metal, plastic, and other materials, using a variety of machine tools. Topics will also include technical drawings, tolerances, manufacturing fundamentals, tooling selections, and precision measurement practices. Throughout this course students will also perform repairs and replacement of components on commonly used machine tools related to industry.

#### Objectives:

- Explain, interpret, and design technical drawings using known and unknown specifications.
- Diagnose and troubleshoot commonly used machine tools.
- Understand and apply both basic and advanced uses, and manipulation of commonly used precision measuring instruments to determine if components and parts are within specifications and tolerances.
- Apply competencies to design, construct, and assess a fabrication project to prescribed specifications.

### **Process Control Components and Systems**

**2 Credits/60 Clock-Hours**

In this course, students are introduced to a wide variety of commonly used process control systems, controllers, Pumps, Valves, and Compressors. This is to include the diagnostics, tear down, repair, and rebuild of commonly used pump types and compressors. Students will learn about various types of valves, controllers, and their application, diagnostics, and repair procedures.

#### Objectives:

- Identify and diagnose control systems, components, and circuits.
- Identify, use, diagnose, and repair commonly used pumps and compressors.
- Design, use, control and program advanced process controllers and systems.

### **Electrical Systems II**

**1 Credit/30 Clock-Hours**

In this course, students will study and master the wiring and use of real-world components such as a 3-phase motor, pushbuttons, switches, valves, and the use of a 24VDC control power supply. Students will use these components to study electrical control system wiring, pneumatic control circuit wiring, conductors, disconnects, and overcurrent protection and related applications. The combination of industrial components, and comprehensive curriculum will reinforce electrical wiring concepts and skills to build up the students' confidence and competence.

#### Objectives:

- Install control wiring in an electrical panel to control and manipulate commonly used components and motors.
- Understand, identify, and calculate the proper wire size, materials, and insulation required for different circuits, applications, and panel requirements.
- Install, wire, and monitor different types of control components and sensors. Including but not limited to contacts, momentary push buttons, limit switches, solenoids, and pressure switches.



## Utah System of Higher Education

Automation Technology

FY2023 / 30 Credits (900 Clock-Hours)

### **Tooele Technical College**

#### **Introduction to Manual Machining**

**5 Credit/150 Clock-Hours**

The Introduction to Manual Machining course teaches students to utilize precision measuring instruments, read blueprints, draw simple blueprints, and how to utilize a manual knee mill and lathe. Students will be required to demonstrate and practice the knowledge and skills gained by manufacturing various projects that will be held to specified tolerances.

##### Objectives:

- Demonstrate safety practices and procedures.
- Utilize precision measuring instruments to document part dimensions on a hand-drawn blueprint.
- Use a manual lathe to machine basic precision round parts that include drilling, tapering, grooving, threading, and basic boring.
- Use a manual knee mill to make basic precision parts utilizing end mills, drills, and taps.

#### **Welding for Automation Technology**

**4 Credit/120 Clock-Hours**

The Welding for Automation Technology course covers the basics to maintain and repair machinery and automated equipment using oxy/fuel, plasma cutting, and welding techniques to fabricate or mend broken parts promptly so that facilities can continue to distribute or produce goods.

##### Objectives:

- Demonstrate safety practices and procedures.
- Perform basic metal cutting using an oxy-fuel torch, plasma cutter, and a bandsaw on mild steel.
- Perform stringer beads, 50% overlap fillet, pipe to plate, and V-groove welds using the SMAW, GMAW, and FCAW welding processes in the 2F and 1G positions on mild steel.
- Perform stringer beads and fillet welds using the GTAW process in the 2F and 1G positions on mild steel.



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

<b>Business</b>				
Institutions: Bridgerland, Davis, Ogden-Weber, Salt Lake, Tooele, Uintah Basin, USU-E				
<i>Certificate of Program Completion (Catalog Year: 2024, 30 Credits/900 Clock-Hours Required, CIP: 52.0401)</i>				
<b>Core (21 Credits/630 Clock-Hours)</b>			<b>Credits</b>	<b>Clock-Hours</b>
TEBP 1000	Financial Principles		3	90
TEBP 1100	Digital Literacy		2	60
TEBP 1130	Word Processing		2	60
TEBP 1140	Spreadsheets		2	60
TEBP 1150	Presentations		2	60
TEBP 1200	Professionalism		3	90
TEBP 1500	Business English		1	30
TEBP 1550	Business Communication		3	90
TEBP 1840	Business Productivity		3	90
<b>Electives (9 Credits/270 Clock-Hours)</b>				
<b>Bridgerland Technical College</b>				
TEBP 1300	Accounting I		2	60
TEBP 1350	Computerized Accounting		3	90
TEBP 1650	Management Principles		2	60
TEBP 2000	Introduction to Entrepreneurship		3	90
TEBP 2130	Advanced Word Processing		2	60
TEBP 2140	Advanced Spreadsheets		2	60
TEBP 2160	Database		2	60
TEBP 2180	Intro to Adobe Suite		2	60
TEBP 2300	Accounting II		2	60
TEBP 2320	Accounting III		2	60
TEBP 2350	Payroll Accounting		2	60
TEBP 2390	Accounting Capstone		1	30
TEBP 2410	Financial Planning		2	60
TEBP 2610	Social Media Marketing		2	60
TEBP 2640	Public Relations		2	60
TEBP 2700	Marketing in Business		2	60
TEBP 2890	Administrative Capstone		1	30
TEBP 2901	Special Applications		1-6	30-180
TEBP 2999	Business Externship		1-3	45-135
<b>Davis Technical College</b>				
TEBP 1300	Accounting I		2	60
TEBP 1350	Computerized Accounting		3	90
TEBP 2110	Google Drive		1	30
TEBP 2130	Advanced Word Processing		2	60
TEBP 2140	Advanced Spreadsheets		2	60
TEBP 2160	Database		2	60
TEBP 2190	Email Applications		2	60
TEBP 2300	Accounting II		2	60
TEBP 2320	Accounting III		2	60
TEBP 2390	Accounting Capstone		1	30
TEBP 2410	Financial Planning		2	60
TEBP 2610	Social Media Marketing		2	60
TEBP 2760	Introduction to Sales		1	30



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

TEBP 2770	Sales Techniques and Presentations	2	60
TEBP 2810	Advanced Keyboarding	1	30
TEBP 2820	Records Management	3	90
TEBP 2890	Administrative Capstone	1	30
TEBP 2900	Business Externship	2	90
<b>Ogden-Weber Technical College</b>			
TEBP 1300	Accounting I	2	60
TEBP 1350	Computerized Accounting	3	90
TEBP 1650	Management Principles	2	60
TEBP 1700	Marketing I	3	90
TEBP 1750	Sales Fundamentals	2	60
TEBP 2000	Introduction to Entrepreneurship	3	90
TEBP 2300	Accounting II	2	60
TEBP 2310	Spreadsheets for Accounting	2	60
TEBP 2410	Financial Planning	2	60
TEBP 2610	Social Media Marketing	2	60
TEBP 2620	Fundamentals of Human Resources	2	60
TEBP 2630	Principles of Leadership	2	60
TEBP 2650	Project Management Essentials	2	60
TEBP 2750	Customer Relationship Management	2	60
TEBP 2820	Records Management	3	90
<b>Salt Lake Community College</b>			
TEBP 1300	Accounting I	2	60
TEBP 1350	Computerized Accounting	3	90
TEBP 2130	Advanced Word Processing	2	60
TEBP 2140	Advanced Spreadsheets	2	60
TEBP 2160	Database	2	60
TEBP 2180	Intro to Adobe Suite	2	60
TEBP 2300	Accounting II	2	60
TEBP 2890	Administrative Capstone	1	30
<b>Tooele Technical College</b>			
TEBP 1300	Accounting I	2	60
TEBP 1350	Computerized Accounting	3	90
TEBP 2130	Advanced Word Processing	2	60
TEBP 2145	Advanced Spreadsheet Applications	3	90
TEBP 2165	Database Applications	2	60
TEBP 2190	Email Applications	2	60
TEBP 2300	Accounting II	2	60
TEBP 2400	Personal Information Management	1	30
TEBP 2810	Advanced Keyboarding	1	30
TEBP 2910	Management Externship	1	45
<b>Uintah Basin Technical College</b>			
TEBP 1300	Accounting I	2	60
TEBP 1650	Management Principles	2	60
TEBP 1700	Marketing I	3	90
TEBP 1750	Sales Fundamentals	2	60
TEBP 2950	Special Applications	2	60
<b>Utah State University - Eastern</b>			
TEBP 1300	Accounting I	2	60
TEBP 1350	Computerized Accounting	3	90

October 9, 2023





Utah System of Higher Education  
Business  
FY2024 / 30 Credits (900 Clock-Hours)

TEBP 1650	Management Principles	2	60
TEBP 1700	Marketing I	3	90
TEBP 2000	Introduction to Entrepreneurship	3	90
TEBP 2300	Accounting II	2	60
TEBP 2320	Accounting III	2	60
TEBP 2999	Business Externship	1-3	45-135
TEIT 2500	Web Business	3	90



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

## PROGRAM DESCRIPTION

The Business program offers foundational training that will prepare students to excel at a career in any business setting. The program fosters a strong work ethic and independent learning, where students can cultivate knowledge, practice technical skills, and develop professional work habits. Students will have the opportunity to earn industry certifications that verify technical skills and enhance credibility.

### Objectives:

- Demonstrate computer proficiency by using business software to produce complex documents with speed, efficiency, and accuracy.
- Recognize principles of leadership and management by applying them in relevant business contexts.
- Use basic financial and accounting principles to complete general accounting functions.
- Develop written, verbal, and digital communication skills by preparing clear, concise, and correct messages for a business environment.
- Practice professional skills that are vital for career development and success in the workplace.

## COURSE DESCRIPTIONS

### Financial Principles

**3 Credits/90 Clock-Hours**

The Financial Principles course introduces math concepts used in a variety of business contexts. Students will apply these principles to general purpose finance and accounting.

### Objectives:

- Apply math principles to perform business calculations.
- Create and evaluate financial documents.
- Explore the accounting cycle.

### Digital Literacy

**2 Credit/60 Clock-Hours**

Digital literacy explores the latest 21st-century technology. Students will practice appropriately and effectively using tools for productivity, collaboration, and communications; finding reliable information; creating content; communicating safely; and identifying credibility and bias in modern digital environments.

### Objectives:

- Demonstrate digital citizenship and appropriate interpersonal digital information.
- Describe concepts relating to common digital environments, software, hardware, and operating systems.
- Describe digital security threats and explain how to protect personal devices and digital content.
- Use digital tools and technologies to collaborate.
- Create, edit, and save digital content and manage digital information.
- Navigate the internet and evaluate the integrity of digital information.

### Word Processing

**2 Credit/60 Clock-Hours**

Word processing focuses on creating and managing professional documents. Students will explore editing and formatting, enhancing documents with visual elements, and using collaboration and reference

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

tools. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Manage word processing documents.
- Insert and format text, paragraphs, and sections.
- Manage tables and lists.
- Create and manage reference.
- Insert and format graphic elements.
- Manage document collaboration.

## **Spreadsheets**

**2 Credits/60 Clock-Hours**

Spreadsheets introduces the essential spreadsheet features needed to create worksheets by entering and editing data. Students will explore formulas and functions, visual elements, and formatting. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Create, format, edit, print, and save worksheets and workbooks.
- Manage and manipulate data.
- Summarize data using charts, tables, and graphic elements.
- Use formulas and functions.

## **Presentations**

**2 Credits/60 Clock-Hours**

Presentations explores developing and creating professional electronic presentations. Students will practice adding visual elements, formatting slides, incorporating audio and video elements, and saving and sharing files. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Explore professionalism in presentations.
- Create professional presentations.
- Operate common electronic presentation software.
- Demonstrate use of graphics, formatting, animations, and transitions to enhance a presentation.

## **Professionalism**

**3 Credits/90 Clock-Hours**

Professionalism explores behaviors, attitudes, and human skills essential for workplace success. Students will study how to build strong customer relations and provide outstanding customer service in a diverse workplace. Students will use professional skills to prepare for potential career opportunities.

Objectives:

- Explain the importance of human skills for success in the workplace.
- Explore the foundations of a service culture and develop relationship management skills.
- Demonstrate preparedness for potential career opportunities.
- Practice acceptable workplace conduct, including self-management, willingness to learn, and workplace relationships.



## Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

### **Business English**

**1 Credit/30 Clock-Hours**

Business English emphasizes the essentials of clear, concise, and correct business English. Students will demonstrate professional writing and proofreading by using accurate spelling, grammar, punctuation, and sentence fluency skills.

Objectives:

- Explore the fundamentals of the English language and why they are necessary for effective communication.
- Demonstrate the fundamentals of grammar, punctuation, spelling, and word usage.
- Proofread and edit existing documents for clarity and accuracy.

### **Business Communication**

**3 Credits/90 Clock-Hours**

Business communication introduces students to best practices for planning, composing, and revising professional business messages. Students will explore the importance of using proper mechanics, knowing the intended audience, and organizing messages to communicate successfully.

Objectives:

- Create a variety of business documents in the proper format.
- Analyze the purpose, identify the audience, and select the appropriate channel to compose a successful message.
- Demonstrate the steps of business writing, including planning, writing, and revising.
- Demonstrate proofreading and editing skills.
- Explore digital media writing skills and techniques.

### **Business Productivity**

**3 Credits/90 Clock-Hours**

The Business Productivity course explores current tools used by business professionals to create and sustain a productive workplace, including coordinating office activities and preparing and organizing professional documents. Students will practice working and communicating efficiently to facilitate the success of their organization.

Objectives:

- Create and organize workplace documents.
- Demonstrate best practices for using, crafting, distributing, and tracking electronic communication.
- Develop interpersonal skills needed for supporting stakeholders at all levels of the company.
- Operate appropriate software applications for administrative support.

## **NON-ALIGNED (ELECTIVE) COURSES**

### **Bridgerland Technical College**

#### **Accounting I**

**2 Credits/60 Clock-Hours**

The Accounting I course introduces the basic principles and language of accounting. Students will demonstrate record-keeping concepts, including analyzing, journalizing, and posting transactions for a service-based business. Students will complete the entire accounting cycle, close the books, and make correcting entries.

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

## Objectives:

- Perform all stages of the accounting cycle.
- Create and analyze financial reports.
- Demonstrate best practices for ethical and accurate accounting.

## **Computerized Accounting**

**3 Credits/90 Clock-Hours**

The Computerized Accounting course introduces students to software available for automating accounting functions. Students set up and maintain the financial processes within a business. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

## Objectives:

- Use accounting software to set up a company and perform all stages of the accounting cycle.
- Use accounting software to create and analyze financial reports.
- Use accounting software to customize business documents, forms, reports, and graphs.
- Demonstrate best practices for ethical and accurate accounting.

## **Management Principles**

**2 Credits/60 Clock-Hours**

Management principles will address strategies related to starting, owning, operating, and growing a small business. Students will explore marketing, financial management, leadership, ethics, and growth opportunities. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

## Objectives:

- Explore the human and legal aspects of starting and organizing a business.
- Practice analyzing and managing the financial aspects of a business including cash flow, financing, and profit management.
- Demonstrate an understanding of how to manage the operations of a business effectively and efficiently.

## **Introduction to Entrepreneurship**

**3 Credits/90 Clock-Hours**

The Introduction to Entrepreneurship course examines what it takes to start a new business. Students will explore business ideas and strategies. Upon successful completion of this course, students will have the necessary tools to create or expand a start-up business.

## Objectives:

- Create a business plan.
- Analyze target markets and sales strategies.
- Identify ethical and sound decision-making practices.
- Project business costs and revenue.

## **Advanced Word Processing**

**2 Credit/60 Clock-Hours**

The Advanced Word Processing course focuses on advanced techniques used to create and manage professional documents. Students will expand upon editing and formatting practices and specialized software features. Students will be able to demonstrate an increase in industry-level competency.

## Objectives:

- Apply advanced collaboration tools.

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

- Use advanced tools to manipulate documents.
- Automate repetitive tasks to save time and effort.

## **Advanced Spreadsheets**

**2 Credits/60 Clock-Hours**

The Advanced Spreadsheets course focuses on advanced spreadsheet features used to further enhance worksheets. Students will expand formula applications and utilize analysis tools. Students will be able to demonstrate an increase in industry-level competency.

Objectives:

- Apply advanced formatting techniques and functions.
- Use collaboration features.
- Use advanced tools to forecast data outcomes.
- Automate repetitive tasks.

## **Database**

**2 Credit/60 Clock-Hours**

The Database course introduces the essential features needed to create a functional database. Students will explore tables, queries, and reports. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Create, format, and edit tables.
- Execute query actions to compile data.
- Combine data in summary reports.
- Manage and manipulate data.

## **Intro to Adobe Suite**

**2 Credits/60 Clock-Hours**

The Intro to Adobe Suite course explores the basic features of popular Adobe software. Students will learn to modify photos, develop simple videos, create fillable forms, and more. Upon successful completion of this course, students will be able to produce attractive business media.

Objectives:

- Apply basic original-design principles.
- Create professional business documents and media.
- Develop a portfolio of completed projects.

## **Accounting II**

**2 Credits/60 Clock-Hours**

The Accounting II course expands upon the basic principles of accounting. Students will demonstrate bookkeeping concepts, including analyzing, journalizing, and posting transactions for a merchandising business. Students will complete the entire accounting cycle using special journals and classified financial statements.

Objectives:

- Perform all stages of the accounting cycle.
- Analyze and post transactions in special journals.
- Explore the payroll process.
- Calculate costs of goods sold for inventory.



## Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

- Demonstrate best practices for ethical and accurate accounting.

### **Accounting III**

**2 Credits/60 Clock-Hours**

The Accounting III course exposes students to managerial accounting and decision making. Students will explore departmental financial statements, inventory valuation methods, and horizontal and vertical analyses. Students will demonstrate sound financial decision-making processes for business.

Objectives:

- Compute ratios and rates to determine financial health of a business.
- Apply depreciation methods to account accurately for assets.
- Demonstrate best practices for ethical and accurate accounting.

### **Payroll Accounting**

**2 Credits/60 Clock-Hours**

The Payroll Accounting course provides an application-approach to accounting for payroll and tax reporting. Students will work through the steps of calculating employee payroll. Upon successful completion of this course, students will demonstrate payroll proficiency.

Objectives:

- Compute payroll and payroll taxes.
- Explore special circumstances that arise in the payroll process.
- Prepare financial statements.
- Demonstrate best practices for ethical and accurate payroll accounting.

### **Accounting Capstone**

**1 Credit/30 Clock-Hours**

The Accounting Capstone course integrates student knowledge and skills gained through previously completed coursework. Students will apply decision-making, critical-thinking, and problem-solving skills to complete realistic business projects. Students will demonstrate accounting proficiency upon completion of this course.

Objectives:

- Use professionalism skills to communicate effectively.
- Increase self-confidence through the application of coursework knowledge.
- Prepare for entry-level work in an accounting setting.

### **Financial Planning**

**2 Credits/60 Clock-Hours**

The Financial Planning course provides a foundation in personal finances. Students will practice budgeting and investing techniques. Upon successful completion of this course, students will be able to communicate effectively about money.

Objectives:

- Analyze personal financial position.
- Set short- and long-term goals.
- Use money management techniques to make sound financial decisions.



## Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

### **Social Media Marketing**

**2 Credits/60 Clock-Hours**

The Social Media Marketing course introduces basic marketing principles using social media platforms. Students will be exposed to valuable tools, tips, and practices that promote optimal marketing results. Students will be able to demonstrate effective marketing principles for a business.

Objectives:

- Create a social media marketing strategy.
- Track and analyze the effectiveness of online marketing efforts.
- Use the 4 Ps process to develop products and services.

### **Public Relations**

**2 Credits/60 Clock-Hours**

The Public Relations course explores the skills necessary to build customer and community relationships. Students will be exposed to crisis responses, campaigns, and promotional activities. Students will be able to convey messages to audiences in a variety of circumstances.

Objectives:

- Utilize media sources to build relationships.
- Conduct quantitative and qualitative research.
- Develop and review goals.
- Write considerate messages to convey a positive business image.

### **Marketing in Business**

**2 Credits/60 Clock-Hours**

The Marketing in Business course exposes students to effective marketing techniques. Students will study target markets, marketing material, and supply and demand opportunities. Upon completion of this course, students will have completed a marketing plan.

Objectives:

- Analyze consumer behavior using market research.
- Explore social, economic, technological, competitive, and regulatory forces.
- Apply interactive and multichannel marketing in developing products and services.

### **Administrative Capstone**

**1 Credits/30 Clock-Hours**

The Administrative Capstone course integrates student knowledge and skills gained through previously completed coursework. Students will apply decision-making, critical-thinking, and problem-solving skills to complete realistic business projects. Students will demonstrate business office proficiency upon completion of this course.

Objectives:

- Demonstrate ability to work independently and efficiently.
- Use professionalism skills to communicate effectively.
- Increase self-confidence through the application of coursework knowledge.
- Prepare for entry-level work in a business office setting.

### **Special Applications**

**1-6 Credits/30-180 Clock-Hours**

The Special Applications course provides students with unique or advanced skill development needed in current occupational industry. Students will select a course and draft a proposal defining its relation to the





# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

Business certificate. Upon completion of this course, students will review success of the course compared to the proposal. Credit will be given in increments up to 180 hours. Requires approval.

Objectives:

- Create a professional proposal.
- Define criteria that relates to certificate course.
- Apply decision-making, critical-thinking, and problem-solving skills.

## **Business Externship**

**1-3 Credits/45-135 Clock-Hours**

The Computerized Accounting course introduces students to software available for automating accounting functions. Students set up and maintain the financial processes within a business. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Use accounting software to set up a company and perform all stages of the accounting cycle.
- Use accounting software to create and analyze financial reports.
- Use accounting software to customize business documents, forms, reports, and graphs.
- Demonstrate best practices for ethical and accurate accounting.

## **Davis Technical College**

### **Accounting I**

**2 Credits/60 Clock-Hours**

The Accounting I course introduces the basic principles and language of accounting. Students will demonstrate record-keeping concepts, including analyzing, journalizing, and posting transactions for a service-based business. Students will complete the entire accounting cycle, close the books, and make correcting entries.

Objectives:

- Perform all stages of the accounting cycle.
- Create and analyze financial reports.
- Demonstrate best practices for ethical and accurate accounting.

### **Computerized Accounting**

**3 Credits/90 Clock-Hours**

The Computerized Accounting course introduces students to software available for automating accounting functions. Students set up and maintain the financial processes within a business. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Use accounting software to set up a company and perform all stages of the accounting cycle.
- Use accounting software to create and analyze financial reports.
- Use accounting software to customize business documents, forms, reports, and graphs.
- Demonstrate best practices for ethical and accurate accounting.

### **Google Drive**

**1 Credit/30 Clock-Hours**

Google Drive examines the features and uses of Google Drive applications using a hands-on approach. During this course, you will explore the uses of Google Drive, Google Docs, Google Sheets, Google

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

Slides, Google Forms, and Google Drawings. You will create documents, pie charts, forms, sheets, and drawings using the various application found in Google Drive.

Objectives:

- Define Google Drive and relate its use to a workplace scenario.
- Construct a Google Docs file and utilize the download function.
- Develop a pie chart and a column chart in Google Sheets and utilize the share function.
- Design a Google Slides presentation and relate its use to a given scenario.
- Formulate a Google Form and use the send function.
- Create a Google Drawing.
- Evaluate the benefits of using Google Drive.

## **Advanced Word Processing**

**2 Credit/60 Clock-Hours**

The Advanced Word Processing course focuses on advanced techniques used to create and manage professional documents. Students will expand upon editing and formatting practices and specialized software features. Students will be able to demonstrate an increase in industry-level competency.

Objectives:

- Apply advanced collaboration tools.
- Use advanced tools to manipulate documents.
- Automate repetitive tasks to save time and effort.

## **Advanced Spreadsheets**

**2 Credits/60 Clock-Hours**

The Advanced Spreadsheets course focuses on advanced spreadsheet features used to further enhance worksheets. Students will expand formula applications and utilize analysis tools. Students will be able to demonstrate an increase in industry-level competency.

Objectives:

- Apply advanced formatting techniques and functions.
- Use collaboration features.
- Use advanced tools to forecast data outcomes.
- Automate repetitive tasks.

## **Database**

**2 Credit/60 Clock-Hours**

The Database course introduces the essential features needed to create a functional database. Students will explore tables, queries, and reports. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Create, format, and edit tables.
- Execute query actions to compile data.
- Combine data in summary reports.
- Manage and manipulate data.



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

## **Email Applications**

**2 Credits/60 Clock-Hours**

Email Applications focuses on basic email features used in creating, sending, and receiving email messages. Practical business applications involving managing email messages, contacts, tasks, notes, and journal entries, as well as using the calendar features, will be covered. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Navigate basic program menus and toolbars.
- Send, receive, and manage E-mail messages.
- Create and manage rules to automate message processing.
- Create events and appointments.
- Create and manage notes and journal entries.

## **Accounting II**

**2 Credits/60 Clock-Hours**

The Accounting II course expands upon the basic principles of accounting. Students will demonstrate bookkeeping concepts, including analyzing, journalizing, and posting transactions for a merchandising business. Students will complete the entire accounting cycle using special journals and classified financial statements.

Objectives:

- Perform all stages of the accounting cycle.
- Analyze and post transactions in special journals.
- Explore the payroll process.
- Calculate costs of goods sold for inventory.
- Demonstrate best practices for ethical and accurate accounting.

## **Accounting III**

**2 Credits/60 Clock-Hours**

The Accounting III course exposes students to managerial accounting and decision making. Students will explore departmental financial statements, inventory valuation methods, and horizontal and vertical analyses. Students will demonstrate sound financial decision-making processes for business.

Objectives:

- Compute ratios and rates to determine financial health of a business.
- Apply depreciation methods to account accurately for assets.
- Demonstrate best practices for ethical and accurate accounting.

## **Accounting Capstone**

**1 Credit/30 Clock-Hours**

The Accounting Capstone course integrates student knowledge and skills gained through previously completed coursework. Students will apply decision-making, critical-thinking, and problem-solving skills to complete realistic business projects. Students will demonstrate accounting proficiency upon completion of this course.

Objectives:

- Use professionalism skills to communicate effectively.
- Increase self-confidence through the application of coursework knowledge.
- Prepare for entry-level work in an accounting setting.

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

## **Financial Planning**

**2 Credits/60 Clock-Hours**

The Financial Planning course provides a foundation in personal finances. Students will practice budgeting and investing techniques. Upon successful completion of this course, students will be able to communicate effectively about money.

Objectives:

- Analyze personal financial position.
- Set short- and long-term goals.
- Use money management techniques to make sound financial decisions.

## **Social Media Marketing**

**2 Credits/60 Clock-Hours**

The Social Media Marketing course introduces basic marketing principles using social media platforms. Students will be exposed to valuable tools, tips, and practices that promote optimal marketing results. Students will be able to demonstrate effective marketing principles for a business.

Objectives:

- Create a social media marketing strategy.
- Track and analyze the effectiveness of online marketing efforts.
- Use the 4 Ps process to develop products and services.

## **Introduction to Sales**

**1 Credits/30 Clock-Hours**

Introduction to Sales provides a knowledge and understanding of the career opportunities in the sales industry. Students will learn the ethics involved in sales, how to approach and sell to different personality types, and the basics of using customer relationship management (CRM) software.

Objectives:

- Understand the sales industry.
- Explore sales ethics.
- Evaluate prospective and types of customers.
- Research CRM systems.

## **Sales Techniques and Presentations**

**2 Credits/60 Clock-Hours**

Sales Techniques and Presentations emphasizes the necessary skills to create and execute an effective sales pitch in different sales environments. Students will practice determining customer needs and overcoming objections when selling. Students will demonstrate fundamental selling techniques and negotiations required for success in sales. Students will also develop the necessary skills to deliver an effective presentation.

Objectives:

- Understand marketing and how social media is used in today's world.
- Apply supply and demand forces as it relates to consumer and audience behavior.
- Use Facebook, Google, and Twitter to learn how these social media platforms market.
- Learn how advertising and promotion play an important role in marketing.
- Create a marketing strategy that will drive consumers to purchase.



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

## **Advanced Keyboarding**

**1 Credits/30 Clock-Hours**

Advanced Keyboarding is designed to help you develop proper keyboarding techniques with an emphasis on increasing keyboarding speed and accuracy to a minimum job-market level of 60 wpm. During this course, you will be given intensive skill building practice using drills and timed tests.

Objectives:

- Demonstrate ability to keyboard by touch.
- Perform keyboarding rate of 60 wpm on a five-minute timed writing with correction allowed.

## **Records Management**

**3 Credits/90 Clock-Hours**

The Records Management course explores how to work with dual records management systems to organize records in paper and electronic formats. Students will practice managing records in accordance with industry standards to facilitate correct storage procedures and timely retrieval rates.

Objectives:

- Identify basic records management concepts.
- Demonstrate indexing rules and filing procedures.
- Use appropriate records retention, transfer, and disposition.

## **Administrative Capstone**

**1 Credits/30 Clock-Hours**

The Administrative Capstone course integrates student knowledge and skills gained through previously completed coursework. Students will apply decision-making, critical-thinking, and problem-solving skills to complete realistic business projects. Students will demonstrate business office proficiency upon completion of this course.

Objectives:

- Demonstrate ability to work independently and efficiently.
- Use professionalism skills to communicate effectively.
- Increase self-confidence through the application of coursework knowledge.
- Prepare for entry-level work in a business office setting.

## **Business Externship**

**2 Credits/90 Clock-Hours**

The Business Externship course provides students with real-world work experience. Students will complete job-related activities as determined by the cooperating employer. Upon successful completion of this course, students will have practiced and mastered employer-set objectives, which may lead to employment.

Objectives:

- Gain industry experience.
- Demonstrate professional work habits.
- Apply knowledge and skills learned throughout the program.
- Accept employer feedback and improve accordingly.
- Perform self-evaluation on externship experience.



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

## **Ogden-Weber Technical College**

### **Accounting I**

**2 Credits/60 Clock-Hours**

The Accounting I course introduces the basic principles and language of accounting. Students will demonstrate record-keeping concepts, including analyzing, journalizing, and posting transactions for a service-based business. Students will complete the entire accounting cycle, close the books, and make correcting entries.

Objectives:

- Perform all stages of the accounting cycle.
- Create and analyze financial reports.
- Demonstrate best practices for ethical and accurate accounting.

### **Computerized Accounting**

**3 Credits/90 Clock-Hours**

The Computerized Accounting course introduces students to software available for automating accounting functions. Students set up and maintain the financial processes within a business. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Use accounting software to set up a company and perform all stages of the accounting cycle.
- Use accounting software to create and analyze financial reports.
- Use accounting software to customize business documents, forms, reports, and graphs.
- Demonstrate best practices for ethical and accurate accounting.

### **Management Principles**

**2 Credits/60 Clock-Hours**

Management principles will address strategies related to starting, owning, operating, and growing a small business. Students will explore marketing, financial management, leadership, ethics, and growth opportunities. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Explore the human and legal aspects of starting and organizing a business.
- Practice analyzing and managing the financial aspects of a business including cash flow, financing, and profit management.
- Demonstrate an understanding of how to manage the operations of a business effectively and efficiently.

### **Marketing I**

**3 Credits/90 Clock-Hours**

The Marketing I course introduces the marketing function by emphasizing concepts and terminology. Students will explore components of the marketing mix, opportunities available, marketing ethics, and globalization. Students will incorporate consumer behavior, product placement, SWOT, and market research in a marketing plan.

Objectives:

- Describe a product lifecycle, the four Ps of marketing, and market opportunities.
- Explore the elements of a marketing plan.
- Evaluate marketing research and positioning.

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

- Analyze social, economic, technological, competitive and regulatory forces.

## **Sales Fundamentals**

**2 Credits/60 Clock-Hours**

The Sales Fundamentals course introduces the fundamentals of personal selling and persuasion as students explore how to develop strong customer relationships, build trust, and identify ethical selling practices. Students will examine types of buyers and the buying process, and opportunities in the modern sales industry.

Objectives:

- Describe personal selling and alternative selling approaches.
- Explain the sales process and sales ethics.
- Identify types of buyers and describe the buying process.

## **Introduction to Entrepreneurship**

**3 Credits/90 Clock-Hours**

The Introduction to Entrepreneurship course examines what it takes to start a new business. Students will explore business ideas and strategies. Upon successful completion of this course, students will have the necessary tools to create or expand a start-up business.

Objectives:

- Create a business plan.
- Analyze target markets and sales strategies.
- Identify ethical and sound decision-making practices.
- Project business costs and revenue.

## **Accounting II**

**2 Credits/60 Clock-Hours**

The Accounting II course expands upon the basic principles of accounting. Students will demonstrate bookkeeping concepts, including analyzing, journalizing, and posting transactions for a merchandising business. Students will complete the entire accounting cycle using special journals and classified financial statements.

Objectives:

- Perform all stages of the accounting cycle.
- Analyze and post transactions in special journals.
- Explore the payroll process.
- Calculate costs of goods sold for inventory.
- Demonstrate best practices for ethical and accurate accounting.

## **Spreadsheets for Accounting**

**2 Credits/60 Clock-Hours**

The Spreadsheets for Accounting course blends basic accounting principles and spreadsheets applications. Students explore a series of exercises that allow the practice of skills in real-world accounting scenarios.

Objectives:

- Create, format, edit, print, and save accounting forms and worksheets.
- Manage and manipulate data used in the accounting equation.
- Summarize accounting data using charts, tables, and graphic elements.

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

- Create and use accounting-specific formulas and functions.
- Use data analysis tools.

## **Financial Planning**

**2 Credits/60 Clock-Hours**

The Financial Planning course provides a foundation in personal finances. Students will practice budgeting and investing techniques. Upon successful completion of this course, students will be able to communicate effectively about money.

Objectives:

- Analyze personal financial position.
- Set short- and long-term goals.
- Use money management techniques to make sound financial decisions.

## **Social Media Marketing**

**2 Credits/60 Clock-Hours**

The Social Media Marketing course introduces basic marketing principles using social media platforms. Students will be exposed to valuable tools, tips, and practices that promote optimal marketing results. Students will be able to demonstrate effective marketing principles for a business.

Objectives:

- Create a social media marketing strategy.
- Track and analyze the effectiveness of online marketing efforts.
- Use the 4 Ps process to develop products and services.

## **Fundamentals of Human Resources**

**2 Credits/60 Clock-Hours**

The Human Resource Management (HRM) course focuses on recruitment, talent acquisition, employee development, performance management, and HRM policies. Students will explore HRM best practices to enhance productivity, foster a positive work culture, and develop an understanding in EEO practices, training, performance appraisal, and compensation.

Objectives:

- Apply the principles of EEO and Safe Workplace in an organization.
- Demonstrate knowledge of performance management, employee reviews, employee separation, and compensation/benefits structures.
- Summarize major state and federal laws and agencies that govern employment practices and explain employers' duties under OSHA.
- Explain HRM responsibilities involved in recruiting, acquiring, training, and developing people.

## **Principles of Leadership**

**2 Credits/60 Clock-Hours**

The Principles of Leadership course explores effective conflict management skills and teaches how to establish a constructive culture by applying of appropriate leadership philosophies and styles. Students will develop leadership characteristics through self-evaluation activities, practice scenarios, and case studies.

Objectives:

- Use current leadership theories and develop leadership characteristics.
- Practice leadership through self-reflection and action exercises.
- Demonstrate ability to improve leadership performance through practice exercises.

October 9, 2023





# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

- Use effective conflict management and establish a constructive organizational culture.
- Apply leadership philosophy and identify different leadership styles.

## **Project Management Essentials**

**2 Credits/60 Clock-Hours**

The Project Management Essentials course examines project initiation, planning, stakeholder strategies, cost projections, staffing, quality management, and performance monitoring. Upon successful completion of this course students will be able to demonstrate industry-level competency in the fundamentals of project management.

Objectives:

- Develop project proposals.
- Identify and manage risks.
- Understand resource utilization in business applications.
- Use communication and documentation to create a strong organization.

## **Customer Relationship Management**

**2 Credits/60 Clock-Hours**

The Customer Relationship Management course examines customer relationship management (CRM) and its application in marketing, sales, and service. Students will explore CRM foundations and gain an understanding of the processes involved by using CRM software.

Objectives:

- Explore the foundations of effective customer relationship management.
- Apply effective CRM to marketing, sales, and service scenarios.
- Create CRM processes to develop customer loyalty.
- Use a CRM software platform to carry out tasks.

## **Records Management**

**3 Credits/90 Clock-Hours**

The Records Management course explores how to work with dual records management systems to organize records in paper and electronic formats. Students will practice managing records in accordance with industry standards to facilitate correct storage procedures and timely retrieval rates.

Objectives:

- Identify basic records management concepts.
- Demonstrate indexing rules and filing procedures.
- Use appropriate records retention, transfer, and disposition.

## **Salt Lake Community College**

### **Accounting I**

**2 Credits/60 Clock-Hours**

The Accounting I course introduces the basic principles and language of accounting. Students will demonstrate record-keeping concepts, including analyzing, journalizing, and posting transactions for a service-based business. Students will complete the entire accounting cycle, close the books, and make correcting entries.

Objectives:

- Perform all stages of the accounting cycle.
- Create and analyze financial reports.

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

- Demonstrate best practices for ethical and accurate accounting.

## **Computerized Accounting**

**3 Credits/90 Clock-Hours**

The Computerized Accounting course introduces students to software available for automating accounting functions. Students set up and maintain the financial processes within a business. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Use accounting software to set up a company and perform all stages of the accounting cycle.
- Use accounting software to create and analyze financial reports.
- Use accounting software to customize business documents, forms, reports, and graphs.
- Demonstrate best practices for ethical and accurate accounting.

## **Advanced Word Processing**

**2 Credit/60 Clock-Hours**

The Advanced Word Processing course focuses on advanced techniques used to create and manage professional documents. Students will expand upon editing and formatting practices and specialized software features. Students will be able to demonstrate an increase in industry-level competency.

Objectives:

- Apply advanced collaboration tools.
- Use advanced tools to manipulate documents.
- Automate repetitive tasks to save time and effort.

## **Advanced Spreadsheets**

**2 Credits/60 Clock-Hours**

The Advanced Spreadsheets course focuses on advanced spreadsheet features used to further enhance worksheets. Students will expand formula applications and utilize analysis tools. Students will be able to demonstrate an increase in industry-level competency.

Objectives:

- Apply advanced formatting techniques and functions.
- Use collaboration features.
- Use advanced tools to forecast data outcomes.
- Automate repetitive tasks.

## **Database**

**2 Credit/60 Clock-Hours**

The Database course introduces the essential features needed to create a functional database. Students will explore tables, queries, and reports. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Create, format, and edit tables.
- Execute query actions to compile data.
- Combine data in summary reports.
- Manage and manipulate data.



## Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

### **Intro to Adobe Suite**

**2 Credits/60 Clock-Hours**

The Intro to Adobe Suite course explores the basic features of popular Adobe software. Students will learn to modify photos, develop simple videos, create fillable forms, and more. Upon successful completion of this course, students will be able to produce attractive business media.

Objectives:

- Apply basic original-design principles.
- Create professional business documents and media.
- Develop a portfolio of completed projects.

### **Accounting II**

**2 Credits/60 Clock-Hours**

The Accounting II course expands upon the basic principles of accounting. Students will demonstrate bookkeeping concepts, including analyzing, journalizing, and posting transactions for a merchandising business. Students will complete the entire accounting cycle using special journals and classified financial statements.

Objectives:

- Perform all stages of the accounting cycle.
- Analyze and post transactions in special journals.
- Explore the payroll process.
- Calculate costs of goods sold for inventory.

### **Administrative Capstone**

**1 Credits/30 Clock-Hours**

The Administrative Capstone course integrates student knowledge and skills gained through previously completed coursework. Students will apply decision-making, critical-thinking, and problem-solving skills to complete realistic business projects. Students will demonstrate business office proficiency upon completion of this course.

Objectives:

- Demonstrate ability to work independently and efficiently.
- Use professionalism skills to communicate effectively.
- Increase self-confidence through the application of coursework knowledge.
- Prepare for entry-level work in a business office setting.

## **Tooele Technical College**

### **Accounting I**

**2 Credits/60 Clock-Hours**

The Accounting I course introduces the basic principles and language of accounting. Students will demonstrate record-keeping concepts, including analyzing, journalizing, and posting transactions for a service-based business. Students will complete the entire accounting cycle, close the books, and make correcting entries.

Objectives:

- Perform all stages of the accounting cycle.
- Create and analyze financial reports.
- Demonstrate best practices for ethical and accurate accounting.

October 9, 2023



## Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

### **Computerized Accounting**

**3 Credits/90 Clock-Hours**

The Computerized Accounting course introduces students to software available for automating accounting functions. Students set up and maintain the financial processes within a business. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Use accounting software to set up a company and perform all stages of the accounting cycle.
- Use accounting software to create and analyze financial reports.
- Use accounting software to customize business documents, forms, reports, and graphs.
- Demonstrate best practices for ethical and accurate accounting.

### **Advanced Word Processing**

**2 Credit/60 Clock-Hours**

The Advanced Word Processing course focuses on advanced techniques used to create and manage professional documents. Students will expand upon editing and formatting practices and specialized software features. Students will be able to demonstrate an increase in industry-level competency.

Objectives:

- Apply advanced collaboration tools.
- Use advanced tools to manipulate documents.
- Automate repetitive tasks to save time and effort.

### **Advanced Spreadsheet Applications**

**3 Credit/90 Clock-Hours**

The Advanced Spreadsheets course focuses on advanced spreadsheet features used to further enhance worksheets. Students will expand formula applications and utilize analysis tools. Students will be able to demonstrate an increase in industry-level competency.

Objectives:

- Apply advanced formatting techniques and functions.
- Use collaboration features.
- Use advanced tools to forecast data outcomes.
- Automate repetitive tasks.

### **Database Applications**

**2 Credits/60 Clock-Hours**

This course focuses on the design and creation of databases and introduces the application of database capabilities for information management and data manipulation. Students will learn how to design, create, manipulate, extract, and present data using Microsoft Access. Also, this course provides students with more advanced skills in database design and creation, data extraction and presentation, database relationships, and data interconnectivity. This course prepares students to take the MOS Certification Exam for Access.

Objectives:

- Use Database Software to overview and begin managing Databases.
- Use Database Software to construct and manage Databases by creating Tables, Queries, Reports and Forms.
- Explore some Advanced Tables and create simple queries.
- Prepare for the Comprehensive Certification Exam for Access.



## Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

### **Email Applications**

**2 Credits/60 Clock-Hours**

Email Applications focuses on basic email features used in creating, sending, and receiving email messages. Practical business applications involving managing email messages, contacts, tasks, notes, and journal entries, as well as using the calendar features, will be covered. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Navigate basic program menus and toolbars.
- Send, receive, and manage E-mail messages.
- Create and manage rules to automate message processing.
- Create events and appointments.
- Create and manage notes and journal entries.

### **Accounting II**

**2 Credits/60 Clock-Hours**

The Accounting II course expands upon the basic principles of accounting. Students will demonstrate bookkeeping concepts, including analyzing, journalizing, and posting transactions for a merchandising business. Students will complete the entire accounting cycle using special journals and classified financial statements.

Objectives:

- Perform all stages of the accounting cycle.
- Analyze and post transactions in special journals.
- Explore the payroll process.
- Calculate costs of goods sold for inventory.
- Demonstrate best practices for ethical and accurate accounting.

### **Personal Information Management**

**1 Credit/30 Clock-Hours**

This course focuses on basic Email features used in creating, sending, and receiving E-mail messages in Outlook. Practical business applications involving managing Email messages, contacts, tasks, notes, and journal entries, as well as using the calendar features, will be covered. This course prepares students to take the MOS Exam for Outlook.

Objectives:

- Use E-mail/Personal Management Software (MS Outlook) to send and receive electronic messages.
- Use E-mail/Personal Management Software (MS Outlook) to manage messages and organize calendars.
- Use E-mail/Personal Management Software (MS Outlook) to organize and group contacts.
- Prepare for the Comprehensive Certification exam for Outlook.

### **Advanced Keyboarding**

**1 Credit/30 Clock-Hours**

Advanced Keyboarding is designed to help you develop proper keyboarding techniques with an emphasis on increasing keyboarding speed and accuracy to a minimum job-market level of 60 wpm. During this course, you will be given intensive skill building practice using drills and timed tests.

Objectives:

- Demonstrate ability to keyboard by touch.

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

- Perform keyboarding rate of 60 wpm on a five-minute timed writing with correction allowed.

## **Management Externship**

**1 Credit/45 Clock-Hours**

Interns will practice professionalism and effective communication by interacting with both staff and students. They will learn the responsibilities of the different departments of an organization to ensure the effectiveness of the intern in a management position.

Objectives:

- The intern will assist the different departments in accomplishing their projects.
- This unpaid internship reports directly to the Department Managers on a project-by-project basis. The Department Managers will sign off the intern's effectiveness, efficiency, organizational skills, planning and time management skills.
- Operate appropriate software applications for administrative support.

## **Uintah Basin Technical College**

### **Accounting I**

**2 Credits/60 Clock-Hours**

The Accounting I course introduces the basic principles and language of accounting. Students will demonstrate record-keeping concepts, including analyzing, journalizing, and posting transactions for a service-based business. Students will complete the entire accounting cycle, close the books, and make correcting entries.

Objectives:

- Perform all stages of the accounting cycle.
- Create and analyze financial reports.
- Demonstrate best practices for ethical and accurate accounting.

### **Management Principles**

**2 Credits/60 Clock-Hours**

Management principles will address strategies related to starting, owning, operating, and growing a small business. Students will explore marketing, financial management, leadership, ethics, and growth opportunities. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

Objectives:

- Explore the human and legal aspects of starting and organizing a business.
- Practice analyzing and managing the financial aspects of a business including cash flow, financing, and profit management.
- Demonstrate an understanding of how to manage the operations of a business effectively and efficiently.

### **Marketing I**

**3 Credits/90 Clock-Hours**

The Marketing I course introduces the marketing function by emphasizing concepts and terminology. Students will explore components of the marketing mix, opportunities available, marketing ethics, and globalization. Students will incorporate consumer behavior, product placement, SWOT, and market research in a marketing plan.

October 9, 2023



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

## Objectives:

- Describe a product lifecycle, the four Ps of marketing, and market opportunities.
- Explore the elements of a marketing plan.
- Evaluate marketing research and positioning.
- Analyze social, economic, technological, competitive and regulatory forces.

## **Sales Fundamentals**

**2 Credits/60 Clock-Hours**

The Sales Fundamentals course introduces the fundamentals of personal selling and persuasion as students explore how to develop strong customer relationships, build trust, and identify ethical selling practices. Students will examine types of buyers and the buying process, and opportunities in the modern sales industry.

## Objectives:

- Describe personal selling and alternative selling approaches.
- Explain the sales process and sales ethics.
- Identify types of buyers and describe the buying process.

## **Special Applications**

**2 Credits/60 Clock-Hours**

The Special Applications course provides students with unique or advanced skill development needed in current occupational industry. Students will select a course and draft a proposal defining its relation to the Business certificate. Upon completion of this course, students will review success of the course compared to the proposal. Credit will be given in increments up to 180 hours. Requires approval.

## Objectives:

- Create a professional proposal.
- Define criteria that relates to certificate course.
- Apply decision-making, critical-thinking, and problem-solving skills.

## **Utah State University - Eastern**

### **Accounting I**

**2 Credits/60 Clock-Hours**

The Accounting I course introduces the basic principles and language of accounting. Students will demonstrate record-keeping concepts, including analyzing, journalizing, and posting transactions for a service-based business. Students will complete the entire accounting cycle, close the books, and make correcting entries.

## Objectives:

- Perform all stages of the accounting cycle.
- Create and analyze financial reports.
- Demonstrate best practices for ethical and accurate accounting.

### **Computerized Accounting**

**3 Credits/90 Clock-Hours**

The Computerized Accounting course introduces students to software available for automating accounting functions. Students set up and maintain the financial processes within a business. Upon successful completion of this course, students will be able to demonstrate industry-level competency.



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

## Objectives:

- Use accounting software to set up a company and perform all stages of the accounting cycle.
- Use accounting software to create and analyze financial reports.
- Use accounting software to customize business documents, forms, reports, and graphs.
- Demonstrate best practices for ethical and accurate accounting.

## **Management Principles**

**2 Credits/60 Clock-Hours**

Management principles will address strategies related to starting, owning, operating, and growing a small business. Students will explore marketing, financial management, leadership, ethics, and growth opportunities. Upon successful completion of this course, students will be able to demonstrate industry-level competency.

## Objectives:

- Explore the human and legal aspects of starting and organizing a business.
- Practice analyzing and managing the financial aspects of a business including cash flow, financing, and profit management.
- Demonstrate an understanding of how to manage the operations of a business effectively and efficiently.

## **Marketing I**

**3 Credits/90 Clock-Hours**

The Marketing I course introduces the marketing function by emphasizing concepts and terminology. Students will explore components of the marketing mix, opportunities available, marketing ethics, and globalization. Students will incorporate consumer behavior, product placement, SWOT, and market research in a marketing plan.

## Objectives:

- Describe a product lifecycle, the four Ps of marketing, and market opportunities.
- Explore the elements of a marketing plan.
- Evaluate marketing research and positioning.
- Analyze social, economic, technological, competitive and regulatory forces.

## **Introduction to Entrepreneurship**

**3 Credits/90 Clock-Hours**

The Introduction to Entrepreneurship course examines what it takes to start a new business. Students will explore business ideas and strategies. Upon successful completion of this course, students will have the necessary tools to create or expand a start-up business.

## Objectives:

- Create a business plan.
- Analyze target markets and sales strategies.
- Identify ethical and sound decision-making practices.
- Project business costs and revenues.

## **Accounting II**

**2 Credits/60 Clock-Hours**

The Accounting II course expands upon the basic principles of accounting. Students will demonstrate bookkeeping concepts, including analyzing, journalizing, and posting transactions for a merchandising business. Students will complete the entire accounting cycle using special journals and classified financial statements.

October 9, 2023





# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

## Objectives:

- Perform all stages of the accounting cycle.
- Analyze and post transactions in special journals.
- Explore the payroll process.
- Calculate costs of goods sold for inventory.
- Demonstrate best practices for ethical and accurate accounting.

## **Accounting III**

**2 Credits/60 Clock-Hours**

The Accounting III course exposes students to managerial accounting and decision making. Students will explore departmental financial statements, inventory valuation methods, and horizontal and vertical analyses. Students will demonstrate sound financial decision-making processes for business.

## Objectives:

- Compute ratios and rates to determine financial health of a business.
- Apply depreciation methods to account accurately for assets.
- Demonstrate best practices for ethical and accurate accounting.

## **Business Externship**

**1-3 Credits/45-135 Clock-Hours**

The Business Externship course provides students with real-world work experience. Students will complete job-related activities as determined by the cooperating employer. Upon successful completion of this course, students will have practiced and mastered employer-set objectives, which may lead to employment. Credit will be given in increments up to 135 hours.

## Objectives:

- Gain industry experience.
- Demonstrate professional work habits.
- Apply knowledge and skills learned throughout the program.
- Accept employer feedback and improve accordingly.
- Perform self-evaluation on externship experience.

## **Web Business**

**3 Credits / 90 Clock-Hours**

This course is an introduction to Web-based business. Students will learn business concepts relating to on-line and world-wide e-commerce. Also marketing concepts, design strategies, and technical issues as they relate to Web-based businesses will be discussed.

## Objectives:

- Review technology infrastructure of the Internet and the World Wide Web.
- Understand the implications of selling on the web — regional and worldwide.
- Develop marketing concepts on the web in conjunction with social media, mobile, and online auctions.
- Explain how to improve efficiency and reduce costs.
- Discuss the environment of electronic commerce involving ethical, legal, and tax Issues.
- Explain web server hardware and software, electronic commerce software and associated security needs.



# Utah System of Higher Education

Business

FY2024 / 30 Credits (900 Clock-Hours)

- Plan for electronic commerce including the implementation of payment systems that are commonly used.



Utah System of Higher Education  
Carpentry Fundamentals  
FY2025 / 6 Credits (180 Clock-Hours)

<b>Carpentry Fundamentals</b>			
Institutions: Davis, Ogden-Weber, Salt Lake, Snow, Uintah Basin, USU-Eastern			
<i>Certificate of Program Completion (Catalog Year: 2025, 30 Credits/900 Clock-Hours Required, CIP: 46.0201)</i>			
<b>Core (6 Credits/180 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TECO 1010	Introduction to Carpentry	2	60
TECO 1020	Carpentry Concepts	4	120



# Utah System of Higher Education

## Carpentry Fundamentals

FY2025 / 6 Credits (180 Clock-Hours)

### PROGRAM DESCRIPTION

This program provides students with an introduction to the various disciplines and occupations in the construction industry and prepares them for entry-level positions. Students who complete the certificate and obtain related employment will have the option to continue training as apprentices in their chosen craft and receive state, national, and industry certifications.

#### Objectives:

- Demonstrate proper workplace and job site safety
- Describes building materials used in construction work.
- Identify and demonstrate hand tools and power tools operations, with care and maintenance.
- Define techniques for reading and using construction drawings and specifications.
- Demonstrate proper carpentry techniques
- Demonstrate positive workplace behaviors and communication skills to promote a successful construction team.

### COURSE DESCRIPTIONS

#### Introduction to Carpentry

**2 Credit/60 Clock-Hours**

The Introduction to Carpentry teaches site safety, construction math, proper material handling, hand and power tool identification and use, workplace habits and attitudes. This course describes construction drawings and builds communication and employability skills needed in the workplace.

#### Objectives:

- Demonstrate proper workplace and job site safety.
- Demonstrate proper use of hand and power tools.
- Demonstrate proper equipment and hazardous material handling.
- Describe various types of construction drawings.
- Use whole numbers, fractions, and decimals in mathematical equations as they pertain to job site tasks.
- Demonstrate positive workplace behaviors and communication skills to promote a successful construction team.

#### Carpentry Concepts

**4 Credits/120 Clock-Hours**

The Carpentry Concepts course teaches the uses of various fasteners, proper use of carpentry tools, interpretation of blueprints, material take-offs, and basic carpentry concepts.

#### Objectives:

- Describe building materials used in construction work.
- Identify hand tools and power tools operations, with care and maintenance.
- Define techniques for reading and using construction drawings and specifications.
- Demonstrate procedures for framing and layout of a residential building.
- Define the concept of the building envelope and its components.



Utah System of Higher Education  
Construction Technology  
FY2025 / 30 Credits (900 Clock-Hours)

<b>Construction Technology</b>			
Institutions: Bridgerland, Salt Lake, Snow, USU-Eastern			
<i>Certificate of Program Completion (Catalog Year: 2025, 30 Credits/900 Clock-Hours Required, CIP: 46.0201)</i>			
<b>Core (21 Credits/630 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TECO 1010	Introduction to Carpentry	2	60
TECO 1020	Carpentry Concepts	4	120
TECO 1030	Construction Print Reading	3	90
TECO 1040	Advanced Carpentry Concepts	4	120
TECO 1050	Interior Finishes	4	120
TECO 1060	Exterior Finishes	4	120
<b>Electives (9 Credits/270 Clock-Hours)</b>			
<b><i>Bridgerland Technical College</i></b>			
TECO 1200	Cabinet Technology	4	120
TECO 1100	Construction Estimating	3	90
TECO 1070	General Safety & Computer Essentials	2	60
<b><i>Salt Lake Community College</i></b>			
TECO 1080	OSHA 30 for Construction	2	60
TECO 1210	Cabinetmaking & Renewable Materials I	4	120
TECO 1220	Cabinetmaking & Renewable Materials II	4	120
TECO 1300	Furniture Design and Construction I	3	90
TECO 1305	Furniture Design and Construction II	3	90
TECO 1420	Woodworking and Millwork I	4	120
TECO 1425	Woodworking and Millwork II	4	120
TECO 1500	Edgebander Operator	1	30
TECO 1510	CNC Operator	1	30
TECO 1520	Moulder Operator/Inline Rip Saw Operation	2	60
TECO 1530	Knife Grinder Operator	1	30
TECO 1230	Cabinet Installation	1	30
TECO 1400	Intro to Woodworking	2	60
TECO 1415	Print Reading for Woodworking	1	30
TECO 1410	Woodworking Shop Safety	1	30
TECO 1430	Wood Characteristics	1	30
<b><i>Snow College</i></b>			
TECO 1405	Introduction to Woodworking	3	90
TECO 1205	Cabinet Making	3	90
TECO 1440	Fundamentals of Fine Wood working	3	90
<b><i>Utah State University</i></b>			
TECO 1500	Masonry	2	60
TECO 1600	Building Site Layout	2	60
TECO 1610	Specialty Construction Lab	2	60
TECO 1100	Construction Estimating	3	90
TECO 1700	HVAC Maintenance	2	60
TECO 1710	Plumbing Maintenance	2	60
TECO 1720	Electrical Maintenance	2	60
TECO 1730	Electronic and Mechanical Maintenance for Buildings	3	90
TECO 1740	Interior and Exterior Building Maintenance	4	120
TECO 1750	Pool and Spa Maintenance	1	30



Utah System of Higher Education  
Construction Technology  
FY2025 / 30 Credits (900 Clock-Hours)

TEHE 1100	Hydraulic Excavator Operation	2	60
TEHE 1400	Forklift Operation	1	30
TEHE 1050	Skid Steer/Compact Loader Operation	2	60
TEHE 1600	Articulated Boom/Scissor Lift Operation	2	60



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

### PROGRAM DESCRIPTION

The Construction Technology program provides a comprehensive opportunity for students to gain knowledge and skills to gain entry into the construction industry. Students are exposed to advanced skills such as building site layout, concrete, framing, interior finishes and exterior finishes. Students also gain knowledge of construction materials, blueprint reading, and estimating. Students who complete the certificate and obtain related employment have the option to continue training as apprentices in their chosen craft and receive state, national, and industry certifications.

#### Objectives:

- Demonstrate proper workplace and job site safety.
- Describe building materials used in construction work including estimating principles.
- Identify and demonstrate hand tools and power tools operations, with care and maintenance.
- Define techniques for reading and using construction drawings and specifications, current building codes, and local zoning ordinances.
- Demonstrate proper carpentry advanced framing layout techniques.
- Demonstrate positive workplace behaviors and communication skills to promote a successful construction team.
- Demonstrate the laying out of a construction site for building.
- Discuss and demonstrate interior and exterior finishes and skills.
- Discuss and demonstrate concrete finishes and skills.

### COURSE DESCRIPTIONS

#### Introduction to Carpentry

**2 Credit/60 Clock-Hours**

The Introduction to Carpentry teaches site safety, construction math, proper material handling, hand and power tool identification and use, workplace habits and attitudes. This course describes construction drawings and builds communication and employability skills needed in the workplace.

#### Objectives:

- Demonstrate proper workplace and job site safety.
- Demonstrate proper use of hand and power tools.
- Demonstrate proper equipment and hazardous material handling.
- Describe various types of construction drawings.
- Use whole numbers, fractions, and decimals in mathematical equations as they pertain to job site tasks.
- Demonstrate positive workplace behaviors and communication skills to promote a successful construction team.

#### Carpentry Concepts

**4 Credits/120 Clock-Hours**

The Carpentry Concepts course teaches the uses of various fasteners, proper use of carpentry tools, interpretation of blueprints, material take-offs, and basic carpentry concepts.

#### Objectives:

- Describe building materials used in construction work.
- Identify hand tools and power tools operations, with care and maintenance.



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

- Define techniques for reading and using construction drawings and specifications.
- Demonstrate procedures for framing and layout of a residential building.
- Define the concept of the building envelope and its components.

### **Construction Print Reading**

**3 Credits/90 Clock-Hours**

The Construction Print Reading course familiarizes students with construction prints, design, symbols, specifications, measurements, as well as the importance of plot plan, foundation plan, floor plan, elevations, and section views.

Objectives:

- Demonstrate knowledge of current blueprint application in residential construction.
- Identify the different types of lines on blueprints.
- Identify the different parts of a blueprint.
- Identify the different symbols used on blueprints.
- Explain abbreviations used on blueprints.
- Use the proper sequence in reading blueprints.
- Extract pertinent construction information from blueprints.

### **Advanced Carpentry Concepts**

**4 Credits/120 Clock-Hours**

This course teaches layout of the construction site for the excavation for footings and foundation. Training will be offered in cement work, floor units, walls, windows and door openings, construction roof systems, and stair layout according to building plans.

Objectives:

- Demonstrate how to setup and use builder's levels and establish grades on jobsite.
- Demonstrate squaring and leveling a building site.
- Explain concepts of structural concrete and flatwork.
- Demonstrate proper use of tools used to form, place, and finish concrete.
- Demonstrate procedures for framing floor, wall, roof, and stair systems and proper installation of doors and windows.

### **Interior Finishes**

**4 Credits/120 Clock-Hours**

This course introduces the materials and methods for interior wall, floor, and ceiling finishes, installing handrail/guardrails, finish flooring, (e.g., ceramic tile, wood flooring, or laminate flooring), installing shelving, decorative moldings and hardware.

Objectives:

- Demonstrate proper installation techniques of multiple interior finishes (may include but are not limited to):
  - Drywall
  - Pre-hung interior doors
  - Trim out doors with door casing
  - Baseboard molding and/or chair rail
  - Trim out windows with window seals and casing
  - Guard and hand railing according to code
  - Ceramic tile or wood or laminate flooring





## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

- Shelving, decorative moldings, and hardware

### **Exterior Finishes**

**4 Credits/120 Clock-Hours**

The Exterior Finishes course provides the student an introduction to the application of exterior finishes. Subjects taught may include proper installation of roofing, siding, masonry, cornice finishes, weather barriers, and flashing.

#### Objectives:

- Identify and demonstrate how to apply typical roofing materials and demonstrate proper application.
- Identify and demonstrate how to apply exterior finishes and their proper weather barrier.
- Identify styles of cornice and install soffit and fascia onsite.
- Identify and demonstrate how to install exterior doors and windows with proper flashing.

### **NON-ALIGNED (ELECTIVE) COURSES**

#### **Bridgerland Technical College**

### **Cabinet Technology**

**4 Credit/120 Clock-Hours**

The Cabinet Technology course provides the opportunity for students to build and install cabinets in a residential home. Another component of the Cabinet Technology course involves millwork, which includes faceframe and door stile milling, panel glue-up, finish work millwork.

#### Objectives:

- Create a cut list or a sheet cutting plan using a blueprint.
- Identify, lay out, join, and assemble carcasses.
- Cut, lay out, finish, and install cabinet faceframes.
- Apply cabinet finishes (e.g. stain, glaze, paint, lacquer, or conversion varnish).
- Install cabinet hardware (e.g. drawer slides, hinges, lazy susans, pullout hardware, and pulls or knobs).
- Build a specialty millwork project such as interior molding, stair parts, or mantles.

### **Construction Estimating**

**3 Credit/90 Clock-Hours**

The Construction Estimating course teaches estimation concepts that include take-offs, labor costs, equipment costs, markups and overhead expenses. Using computer applications, students will learn how to compile a proposal from a set of plans.

#### Objectives:

- Demonstrate calculation of construction related estimating.
- Identify key principles in profitability within construction projects.
- Explain and demonstrate feasibility, quantities, and time completions for construction projects.
- Use computer applications to organize a bid proposal or estimate.

### **General Safety and Computer Essentials**

**2 Credit/60 Clock-Hours**

The General Safety and Computer Essentials course covers safety and computer essentials in construction. Students receive three safety certifications: a) Forklift Operation Certification b) OSHA 10-Hour Certification, and c) First Aid / CPR / AED Certification. Students who successfully complete each of



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

these training courses will receive appropriate certification cards. Additionally, students use spreadsheet applications to complete construction tasks.

### Objectives:

- Complete the hybrid portion of the Forklift Operator Certification.
- Pass the Forklift Operator Driving Test for Class 1, 4, 5, and 7 Forklift and receive certification as a result.
- Complete OSHA 10-Hour Training and receive certification as a result.
- Complete the training covering Basic First Aid, CPR, and AED towards certification.
- Pass the scheduled Basic First Aid, CPR, and AED Pass off Exam to receive certification as a result.
- Use spreadsheet applications to complete construction tasks (e.g., quotes, cost estimates, cut lists, etc.).

### **Salt Lake Community College**

#### **OSHA 30 for Construction**

**2 Credits/60 Clock-Hours**

This course provides an in-depth study of OSHA safety practices and its role in the construction industry. Review workers safety procedures and practices used in the construction industry. Attendance is required to be eligible for OSHA 30 completion card.

### Objectives:

- Understand OSHA's training, record keeping, maintenance, and mandatory procedures, including inspection, compliance, and penalties.
- Identify jobsite safety hazards and understand how to correct them.
- Properly identify, inspect, fit, and don personal protective equipment.
- Understand fall hazards and fall arrest systems.
- Create a comprehensive company safety plan.
- Earn OSHA 30 completion card.

#### **Cabinetmaking & Renewable Materials I**

**4 Credits/120 Clock-Hours**

This course explores the basics of kitchen design and cabinet construction. Includes the materials & methods that promote the responsible and sustainable use of renewable resources. Theory & hands-on instruction are designed to take students step by step through the cabinetmaking process. Safety will be discussed in depth.

### Objectives:

- Explain methods of cabinetmaking.
- Safely operate power equipment.
- Make cabinetmaking joinery.
- Make cabinet doors, drawers, drawer boxes.
- Discuss introductory wood finishing techniques.

#### **Cabinetmaking & Renewable Materials II**

**4 Credits/120 Clock-Hours**

In this course, students continue to explore the principles of kitchen design utilizing a variety of cabinet design software packages. The course covers the various cabinet construction methods that promote the



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

responsible and sustainable use of renewable resources. The course also covers cabinet installation techniques.

### Objectives:

- Explain advanced kitchen design using cabinet design software.
- Safely operate power equipment.
- Discuss introductory architectural woodwork in building custom fireplaces.
- Properly install complete kitchen & bathroom cabinetry.
- Perform advanced wood finishing techniques.
- Identify available for decorative trim work in cabinetmaking.

### **Furniture Design and Construction I**

**3 Credits/90 Clock-Hours**

This course includes the construction of an assigned skill building project that utilizes a variety of joinery relative to case construction. Safety will be discussed in depth. Includes topics such as sustainability in lumber selection, proper procedures, layout and design, hardware selection and glazing. Traditional wood finishes will be discussed.

### Objectives:

- Safely operate power equipment.
- Complete a uniform class project.
- Produce dovetail and mortise and tenon joinery using hand and power tools.
- Perform tasks for furniture making such as hinge installation, drawer slide methods, clasps.

### **Furniture Design and Construction II**

**3 Credits/90 Clock-Hours**

This course builds upon previous joinery knowledge to construct an assigned skill building project that includes advanced features such as curved components & bent laminations. Conservation of resources will be emphasized as advanced veneering techniques & hand tool use are taught. Project costs vary as the options to build an approved personal design are available.

### Objectives:

- Demonstrate the safe operation of equipment and hand tools.
- Demonstrate different methods of bending wood to create custom furniture parts.
- Apply joinery to complex parts that include curved parts and angled parts.
- Create models and mock-ups of original designs to ensure proper size and
- Functionality.
- Complete an original design and construction for a personal project.

### **Woodworking and Millwork I**

**4 Credits/120 Clock-Hours**

This course explores the basic principles of woodworking. Safety will be discussed in depth. Topics include the theory & hands-on application of joinery, design, cut-lists, stock preparation & assembly. An assigned skill building project utilizing techniques such as frame & panel construction. Includes an introduction to use wood veneers as a sustainable practice.

### Objectives:

- Safely operate power equipment.
- Use design principles used in a controlled classroom project.

October 12, 2023



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

- Identify common hardware options used in woodworking and describe the methods used to research proper applications and use of desired hardware.
- Explain joinery methods and cut-listing skills for the controlled classroom project.
- Demonstrate proper procedures for cut-out and assembly of the controlled classroom project.
- Perform basic wood finishing techniques including sanding, basic coloring, and top coating.
- Develop a design plan for a personal future project.

### **Woodworking and Millwork II**

**4 Credits/120 Clock-Hours**

Students continue with their skills in the construction of a skill building project that will include more advanced joinery than included in CMGT 1220. Students are taught how to create and use veneer as an inclusion of sustainable practices in woodworking. Skills such as bent laminations, tapered legs, mortise & tenon & blind dovetails are discussed.

#### Objectives:

- Safely operate and set up power equipment.
- Demonstrate design principles related to solid wood construction on the skill building project.
- Design and develop jigs, templates, and other custom set-ups.
- Perform procedures for cut-out and assembly of the assigned skill building project.
- Perform intermediate wood finishing techniques including sanding, scraping, coloring and top coating.
- Continue the design plan to build a personal project.

### **Edgebander Operator**

**1 Credits/30 Clock-Hours**

The Edgebander Operator course provides an overview of Edgebander setup and operations as typically seen in the cabinetmaking industry.

#### Objectives:

- Identify the stations in a typical edgebander and describe their purpose and function.
- Locate Adjustment Points for each station and demonstrate appropriate adjustments.
- Describe Quality Control Metrics for each station.
- Create a program for new materials or processes on operating system.
- Identify typical problem spots and troubleshoot solutions.
- Utilize manual to problem solve issues and locate maintenance schedule.
- Describe the importance of keeping the equipment clean and maintained.

### **CNC Operator**

**1 Credits/30 Clock-Hours**

The CNC Operator course provides students with an overview of CNC setup and operations as typically seen in the cabinetmaking industry.

#### Objectives:

- Power on machine and set safety locks to appropriate setting.
- Load material onto equipment and locate against correct stops.
- Utilize software to open programs and prepare them to run on the machine.
- Load new tooling, program rough measurements and fine tune and program detailed measurement.
- Identify typical problems and troubleshoot solutions.



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

- Perform daily maintenance tasks, locate in physical manual or software manual detailed instructions on how to perform maintenance tasks.
- Describe the importance of keeping the equipment clean and maintained.

### **Moulder Operator/Inline Rip Saw Operation**

**2 Credits/60 Clock-Hours**

The Moulder Operator/Inline Rig Saw Operation course provides students with an overview of moulder theory, operations, and setup as typically seen in the cabinetmaking industry. This course will include time spent preparing materials for processing utilizing the in-line rip saw.

Objectives:

- Operate in-line rip saw – utilize laser to create a straight edge, use fence and feed conveyor to create sized parts.
- Identify location of cutterheads in moulder, general purpose of each head and the control panel/remote on equipment.
- Locate adjustment points for each head and demonstrate appropriate adjustments.
- Discuss impact of dull cutters, feed rate, material defects, and heat on the quality of the finished product.
- Set-up equipment. Prepare heads, take measurements, install on the machine, and make appropriate adjustments.
- Align cutters to match previous runs of material.
- Discuss preventative maintenance and troubleshooting.

### **Knife Grinder Operator**

**1 Credits/30 Clock-Hours**

The Knife Grinder Operator course is designed to teach students the concepts needed to understand knife grinding as well as allow time on equipment grinding and balancing knives.

Objectives:

- Identify parts and functions of parts on a knife grinding machine.
- Discuss template design and creation.
- Compare grinding wheels and their advantages and disadvantages.
- Set-up equipment and follow template.
- Identify appropriate location of moulder head in machine and correlation to its location on the grinding arbor.
- Determine the size of steel needed to produce desired profile.
- Practice grinding and balancing knives.

### **Cabinet Installation**

**1 Credits/30 Clock-Hours**

The Cabinet Installation course details the methods and processes commonly used in installing residential cabinetry.

Objectives:

- Execute the leveling of cabinets. Describe the difference between cabinets with integrated toe kicks and those with separate base assemblies. Identify other available leveling hardware.
- Compare methods of attaching cabinets to each other as well as attaching end panels and fillers.
- Scribe End panels to walls and floors.
- Cut and install base moulding, crown moulding and associated sub mouldings.



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

- Adjust hardware including both glides, hinges, and other hardware assemblies.
- Identify areas where touch-ups are needed and perform minor touch-ups.
- Clean up installation site and discuss customer sign-off.

### **Introduction to Woodworking**

**2 Credits/60 Clock-Hours**

The Introduction to Woodworking course provides students with an introduction to woodworking joinery and nomenclature.

Objectives:

- Define case joints, frame joints, rails joints, and housed joints.
- Identify common joints used and/or referred to in woodworking such as dovetails, mortise and tenon, finger joints, butt joints, dado, tongue and groove, miters.
- Determine where each joint could be utilized in a typical project.
- Compare advantages and disadvantages of each joinery method.
- Demonstrate ability to create typical joinery by building a small project.

### **Print Reading for Woodworking**

**1 Credits/30 Clock-Hours**

The Print Reading for Woodworking course is an introduction to reading blueprints as typically used in the woodworking and millwork industry.

Objectives:

- Identify parts of shop drawings including legends, views, detail drawings, callouts, etc.
- Read and interpret notes related to drawings.
- Generate appropriate cut-lists using information given on drawings.
- Identify scale of drawings.
- Interpret symbols and locate details given by them.
- Identify cross-hatching and determine materials based on them.

### **Woodworking Shop Safety**

**1 Credits/30 Clock-Hours**

The Woodworking Shop Safety course is an introduction to the safe use of the equipment typically found in woodworking shops. Proper use and function of machinery will be taught.

Objectives:

- Demonstrate safe use of woodworking equipment such as the table saw, miter saw, shaper, sander, jointer, planer, edge bander, and portable power equipment.
- Identify hazard points on each piece of equipment.
- Identify common safety mistakes and discuss procedures utilized to prevent injury to persons.
- Explain the operation of equipment in order to understand why and how accidents occur.
- Discuss safety including the appropriate use of auxiliary tools such as miter gauges, finger boards, push sticks, automatic feed rollers, etc.
- Explain the proper procedures to take in an emergency situation due to a shop accident.



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

### **Wood Characteristics**

**1 Credits/30 Clock-Hours**

The Wood Characteristics course provides students with an introduction to wood as a medium. Topics include demonstrations on wood movement and strategies for accommodating such movement and the study of wood types, figure, and defects.

#### Objectives:

- Explain the movement of wood and discuss strategies for working with the material.
- Identify common lumber species and their characteristics.
- Describe lumber grading and their potential uses in industry. Identify differences in allowable defects between grades.
- Distinguish between hardwood and softwood and identify typical use.
- Identify warpage of lumber and assign the appropriate nomenclature.
- Demonstrate understanding of typical shop math – board footage calculation, net vs gross tally in the shop, etc.
- Compare the three most common cuts of lumber and their characteristics.

### **Snow College**

#### **Introduction to Woodworking**

**3 Credit/90 Clock-Hours**

This course is intended for students to learn and improve their knowledge and skill using basic woodworking tools. Instruction will include wood and tool terminology, layout techniques, joinery, and finishes. Instructor will cover sharpening, proper tool selection and use, and project layout. The skills learned in this course will transfer between carpentry and fine woodworking.

#### Objectives:

- Demonstrate basic woodworking skills including safety.
- Perform proper layout of wood and projects.
- Accurately cut of precise measurements on wood.
- Describe different types of joinery.
- Demonstrate basic wood finishing techniques.

#### **Cabinet Making**

**3 Credit/90 Clock-Hours**

This course is designed to provide students with a solid base of knowledge and skills relative to the woodworking, & cabinetmaking fields. It is an introduction to materials and processes that promote the responsible use of natural resources and sustainability in producing cabinets for industry skilled labor needs. Skills in traditional woodworking tools along with the safe operation of power equipment will be taught. Advanced instruction with sophisticated computer software and computer operated CNC equipment are included.

#### Objectives:

- Properly use tools, equipment, and materials necessary for cabinet making.
- Demonstrate team working skills, including safety, needed to produce cabinets.
- Demonstrate critical thinking skills in choosing quality layouts, and production pathways.
- Use CNC processes in building cabinets.



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

### **Fundamentals of Fine Woodworking**

**3 Credit/90 Clock-Hours**

This course is designed to instruct students with basic woodworking skills and hone those skills for industry skilled woodworking needs. This course will combine the best/most efficient use of hand tools and woodworking equipment in producing projects, helping to develop critical thinking skills. This course will discuss wood qualities of movement, grain orientation, density, durability, and other fundamental characteristics. The course will involve layout, design and building of an instructor approved project.

#### Objectives:

- Demonstrate multiple sturdy wood joints.
- Explain wood qualities and characteristics.
- Demonstrate the use of hand tools and machine tools and explain when to use each.
- Make tight joints, square cuts, and use proper proportions.
- Demonstrate sanding preparation and finishing techniques.

### **Utah State University - Eastern**

#### **Masonry**

**2 Credit/60 Clock-Hours**

This course introduces mortar types, mixes, coloring agents, and additives, and when, where, and how to use them; pouring and reinforcing concrete footers, slabs, and flatwork; block and brick wall construction; masonry veneer construction; and brick floors and pavements.

#### Objectives:

- Demonstrate proper workplace and job site safety.
- Demonstrate proper masonry terminology.
- Identify various types of stone, brick, mortar and concrete and their application.
- Demonstrate proper use of hand and power tools.
- Demonstrate proper masonry technique.

#### **Building Site Layout**

**2 Credit/60 Clock-Hours**

This course covers site selection, building placement, using a builder's level, establishing grades, setback requirements and squaring a foundation. Students learn about material types for foundations. Types of foundations studied include basements, crawl spaces, and slab on grade.

#### Objectives:

- Demonstrate proper workplace communication and job site safety.
- Demonstrate proper use of layout process.
- Identify and implement code related to building set back.
- Demonstrate knowledge of various foundation types.
- Demonstrate mathematics related to squaring and site layout.

#### **Specialty Construction Lab**

**2 Credit/60 Clock-Hours**

This course allows students additional application of methods they have learned. It is project based and students will utilize construction materials in interior and/or exterior construction.





## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

### Objectives:

- Demonstrate proper workplace communication and job site safety.
- Demonstrate proper use of tools and construction methods.
- Demonstrate advanced competency with construction applications.

### **Construction Estimating**

**3 Credit/90 Clock-Hours**

The Construction Estimating course teaches estimation concepts that include take-offs, labor costs, equipment costs, markups and overhead expenses. Using computer applications, students will learn how to compile a proposal from a set of plans.

### Objectives:

- Demonstrate calculation of construction related estimating.
- Identify key principles in profitability within construction projects.
- Explain and demonstrate feasibility, quantities and time completions for construction projects.
- Use computer applications to organize a bid proposal or estimate.

### **HVAC Maintenance**

**2 Credit/60 Clock-Hours**

This is an introductory course to HVAC systems in residential and commercial buildings. It is focused on terminology, maintenance and troubleshooting, proper tools and use, safety and overview of HVAC systems.

### Objectives:

- Demonstrate terminology related to HVAC.
- Demonstrate proper tools and use for HVAC maintenance.
- Demonstrate proper troubleshooting methods.
- Explain functionality of HVAC systems.
- Demonstrate basic maintenance and common part replacement.

### **Plumbing Maintenance**

**2 Credit/60 Clock-Hours**

This is an introductory course to plumbing in residential and commercial buildings. It is focused on maintenance and troubleshooting, proper tools and use, safety and overview of plumbing systems.

### Objectives:

- Demonstrate proper terminology related to plumbing.
- Demonstrate proper tools and use for plumbing maintenance.
- Demonstrate proper troubleshooting methods.
- Explain functionality of plumbing systems, fixtures and components.
- Demonstrate basic maintenance and common part and fixture replacement.

### **Electrical Maintenance**

**2 Credit/60 Clock-Hours**

This is an introductory course to electrical systems in residential and commercial buildings. It is focused on terminology, maintenance and troubleshooting, proper tools and use, safety and overview of electrical circuits.

### Objectives:

- Demonstrate proper terminology related to electrical maintenance.
- Demonstrate proper tools for and use for electrical maintenance.



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

- Demonstrate proper troubleshooting methods.
- Explain functionality of electrical circuits, fixtures and components.
- Demonstrate basic maintenance and common electrical related part and fixture replacement.

### **Electronic and Technical Maintenance for Buildings**

**3 Credit/90 Clock-Hours**

This course focuses on the technical problems associated with commercial, industrial and governmental buildings where everyday use results in high maintenance of technical aspects of the building. Doors, locks, sensors, electronic, mechanical and office technology are addressed in this course.

Objectives:

- Demonstrate proper safety, attitude and communication relating to everyday technical problems.
- Demonstrate proper use of tools and terminology related to the issue.
- Explain basic troubleshooting processes related to electronics, mechanical items, appliances and/or office equipment.
- Demonstrate ability to utilize troubleshooting manuals or item specific manuals.
- Demonstrate basic computer literacy and ability to successfully utilize online resources for fixing technical problems.

### **Interior and Exterior Building Maintenance**

**2 Credit/60 Clock-Hours**

This course involves identification and implementation of preventative and ongoing maintenance for interior and exterior finishes on buildings. Topics addressed may include safety, roofs, windows, doors, exterior finishes, trim, weather related issues, caulking, sealing, patching and painting of surfaces.

Objectives:

- Demonstrate ability to use online and manual resources to solve interior and exterior related maintenance problems.
- Demonstrate proper use of tools and the ability to order parts and supplies.
- Explain what preventative maintenance is and why it is important.
- Demonstrate scheduled preventative maintenance processes and schedules.

### **Pool and Spa Maintenance**

**1 Credit/30 Clock-Hours**

This course teaches Pool and Spa maintenance and prepares individuals for certification of Pool and Spa Maintenance Operator

Objectives:

- Demonstrate and explain pool and spa health and safety regulations.
- Demonstrate competency with Pool Water Chemistry.
- Explain the Virginia Graeme Baker (VGB) Codes.
- Explain the SARA Title III.

### **Hydraulic Excavator Operation**

**2 Credits/60 Clock-Hours**

This course will cover safety related to and the fundamental operation of hydraulic excavators.

Objectives:

- Demonstrate safe start procedures for the equipment.
- Properly conduct a pre-operation inspection and related maintenance.



## Utah System of Higher Education

Construction Technology

FY2025 / 30 Credits (900 Clock-Hours)

- Identify and explain the proper use of the machine and associated control devices.
- Demonstrate basic operating techniques.

### **Forklift Operation**

**1 Credits/30 Clock-Hours**

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This course will cover safety related to and the fundamental operation of forklifts.

Objectives:

- Demonstrate safe start procedures for the equipment.
- Properly conduct a pre-operation inspection and related maintenance.
- Identify and explain the proper use of the machine and associated control devices.
- Demonstrate basic operating techniques.

### **Skid Steer/Compact Loader Operation**

**2 Credit/60 Clock-Hours**

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This course will cover the fundamentals of skid steer and compact loader operation.

Objectives:

- Demonstrate safe start procedures for the equipment.
- Properly conduct a pre-operation inspection and related maintenance.
- Identify and explain the proper use of the machine and associated control devices.
- Demonstrate basic operating techniques.

### **Aerial Boom Lift/Scissor Lift Operation**

**2 Credits/60 Clock-Hours**

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This course will cover safety related to and the fundamental operation of aerial boom lifts and scissor lifts.

Objectives:

- Demonstrate safe start procedures for the equipment.
- Properly conduct a pre-operation inspection and related maintenance.
- Identify and explain the proper use of the machine and associated control devices.
- Demonstrate basic operating techniques.



# Utah System of Higher Education

## Composites

FY2025 / 20 Credits (600 Clock-Hours)

<b>Composites</b>			
Institutions: Davis, Ogden-Weber, Snow			
<i>Certificate of Program Completion (Catalog Year: 2025, 20 Credits/600 Clock-Hours Required, CIP: 15.0617)</i>			
<b>Core (14 Credits/420 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TECM 1000	Composite Basics	2	60
TECM 1010	Basic Composite Fabrication	2	60
TECM 1020	Blueprint Reading	1	30
TECM 1100	Advanced Composite Fabrication	3	90
TECM 1110	CNC Composite Processes	2	60
TECM 1200	Autoclave Processing	1	30
TECM 1800	Composite Capstone 1	1	30
TECM 1810	Composite Capstone 2	2	60
<b>Electives (6 Credits/180 Clock-Hours)</b>			
<b>Davis Technical College</b>			
WKSK 1400	Workplace Success	2	60
WKSK 1500	Job Seeking Skills	1	30
TECM 1030	Introduction to Blueprint Reading and CAD for Composites	2	60
TECM 1120	Composite Repair and Part Finish Introduction	1	30
TECM 1140	Advanced Composite Repair and Part Finish	2	60
TECM 1300	Lean Manufacturing	1	30
TECM 1400	Introduction to Composite Engineering	2	60
TECM 1410	Carbon fiber Part Skinning	1	30
TECM 1140	Pattern and Mold Construction	2	60
TEBP 1100	Digital Literacy	2	60
MATH 1000	Math 1	1	30
<b>Ogden-Weber Technical College</b>			
TECM 1130	Composite Repair	2	60
TECM 1500	NDI Methods for Composites	2	60
TECM 1600	Composite Tool Making and Vacuum Infusion	2	60
<b>Snow College</b>			
TECM 1210	Filament Winding	2	60
TECM 1220	Quality Assurance	2	60
TECM 1030	Workplace Success	1	30
TECM 1220	Metrology	1	30



# Utah System of Higher Education

## Composites

FY2025 / 20 Credits (600 Clock-Hours)

### PROGRAM DESCRIPTION

The Composites program introduces students to the ever-expanding utilization of carbon fiber, fiberglass and Kevlar. In this program, students will perform and demonstrate industry standards concerning teamwork effectiveness, safety, terminology, composite material lay-ups, quality inspection, and repair in accordance with industry best practices. Upon successful completion of this program, students will be prepared to enter the Composites field as an entry-level Composites technician.

#### Objectives:

- Discuss composite materials, including their composition, structure, and properties.
- Use the manufacturing processes involved in producing composite materials, including lay-up techniques, resin infusion methods, and advanced manufacturing techniques.
- Explain the mechanical behavior of composites, including strength, stiffness, and failure mechanisms.
- Identify industries that use composite materials, including aerospace, Department of Defense (D.O.D.), sports and recreation, automotive, marine, and construction.
- Use enhanced problem-solving and critical thinking skills to solve real-world challenges related to composite materials.
- Cultivate composite shop skills through hands-on lay-ups and demonstrations related to composite material.
- Demonstrate effective communication skills for presenting and discussing composite material concepts, applications, and production processes.

### COURSE DESCRIPTIONS

#### Composite Basics

**2 Credit/60 Clock-Hours**

Composite Basics introduces students to the background and history of composite materials. This course covers introductory topics in general composite manufacturing including composite equipment, materials, methods, safety, tools, vocabulary, and processes for proper and quality-assured composite production.

#### Objectives:

- Define the basic elements of a composite.
- Practice composite lab safety.
- Distinguish various fibers and resin systems.
- Identify a Safety Data Sheet (SDS) and explain its importance.
- Recognize and describe safety requirements and health hazards related to composite materials and manufacturing.
- Describe and use lay-up tools used in the composite manufacturing process.

#### Basic Composite Fabrication

**2 Credit/60 Clock-Hours**

This course will introduce terminology associated with composite fabrication. Students will learn about reinforcement fabrics and resins commonly used in the Composites industry. Students will utilize appropriate processes, properly mix matrix materials, and perform vacuum bag and non-vacuum processes.

#### Objectives:

- Compare the different techniques used in vacuum bag lay-up and non-vacuum bag lay-ups.
- Demonstrate proper bonding techniques.

October 12, 2023



## Utah System of Higher Education

Composites

FY2025 / 20 Credits (600 Clock-Hours)

- Distinguish and perform the different vacuum bagging techniques and perform successful leak check.
- List and describe the components of a vacuum bagging system.
- Demonstrate correct vacuum bag processes.

### **Blueprint Reading**

**1 Credit/30 Clock-Hours**

This course will cover reading and interpreting engineering drawings and composite blueprints. This course will explore blueprint symbols, views, part orientation related to composite manufacturing and fabrication, and basic Geometric Dimensioning and Tolerancing as a composite technician.

Objectives:

- Explain part tolerance.
- Interpret and describe the technical information provided on industrial prints through drawings, dimensions, and notes.
- Visualize three-dimensional parts from the standard orthographic projections found on prints, and navigate the total manufacturing print, including lines, scale, language, symbols, title blocks, and other components.
- Visualize parts from drawings consisting of multiple views, including basic, auxiliary, partial, and various types of section views.
- Interpret symbols and notes used to communicate special manufacturing requirements that are not directly illustrated and dimensioned.

### **Advanced Composite Materials**

**3 Credit/90 Clock-Hours**

This course introduces prepreg materials, terminology, storage, handling practices, clean room etiquette, lay-up methods, and manufacturing techniques for creating high-quality prepreg materials. Students develop skills in identifying foreign object debris (FOD) in finished parts and exploring applications for core materials.

Objectives:

- Apply proper prepreg material techniques.
- Identify different types of core materials.
- Describe and perform characteristics of advanced composite materials.
- Describe and perform proper orientation and a balanced lay-up.

### **CNC Composite Processes**

**2 Credit/60 Clock-Hours**

The CNC Composites course introduces terminology and vocabulary associated with machining composites. Students will demonstrate competency by machining previously made parts with specialized tools and CNC machines. Students will complete projects while practicing filament winders, waterjets, and router tables.

Objectives:

- Identify and explain the use of different types of composite tooling.
- Use different techniques to properly run composite CNC machines.
- Practice CNC safety.



# Utah System of Higher Education

Composites

FY2025 / 20 Credits (600 Clock-Hours)

## **Autoclave Processing**

**1 Credit/30 Clock-Hours**

This course will cover the vocabulary and safety practices needed for the essential operation of the autoclave and associated software. Students will keep records and reports for jobs using the autoclave. Students will gain the experience necessary for autoclave operation.

Objectives:

- Run a program on the autoclave.
- Define the functions of an autoclave.
- Describe and identify characteristics of curing advanced composite materials.
- Describe and perform the functions of a curing system.
- Properly use and maintain thermocouples.

## **Composite Capstone 1**

**1 Credit/30 Clock-Hours**

This course will build upon prior instruction and experience to meet or exceed industry standards. In collaboration with an instructor, students plan a composite material build, including materials arrangement, blueprint design, and writing a work order to specification and time.

Objectives:

- Develop a personal project in collaboration with instructors.
- Design a blueprint and a work-order for your personal project.
- Develop a cost analysis for your personal project.

## **Composite Capstone 2**

**2 Credit/60 Clock-Hours**

In this course, students will complete their planned project from the previous capstone project. Students will demonstrate their mastery of composite material building and pave the way for successful careers in the composites industry.

Objectives:

- Produce a composite part using your design.
- Solve issues that arise during the lay-up process.
- Document lessons learned during your personal project.
- Meet original design parameters.

## **NON-ALIGNED (ELECTIVE) COURSES**

### **Davis Technical College**

## **Workplace Success**

**2 Credit/60 Clock-Hours**

Workplace Success is designed to help students develop essential work habits and attitudes as well as human-relation skills needed to maintain gainful and satisfying employment. Topics include common challenges faced in the workplace, such as presenting yourself professionally, developing a professional work ethic, developing interpersonal skills, navigating office politics successfully, and planning and managing your career.

Objectives:

- Demonstrate a positive attitude and set and accomplish personal and career goals.
- Manage time, stress, organization, and finances.
- Explain conflict resolution, negotiation, and communication in the workplace.
- Display a strong work ethic and illustrate accountability.

October 12, 2023



# Utah System of Higher Education

Composites

FY2025 / 20 Credits (600 Clock-Hours)

- Perform work within a group effectively and discuss the value of negotiation and compromise.
- Describe the basics of public speaking and presenting a professional demeanor.
- Implement career goals and take active control of professional life.

## **Job Seeking Skills**

**1 Credit/30 Clock-Hours**

Job Seeking Skills explores how to prepare and successfully apply to potential career opportunities. During this course, you will be presented with essential job-seeking skills needed to find gainful employment.

Objectives:

- Create a professional resume, cover letter and reference sheet.
- Utilize online tools successfully to create an e-portfolio.
- Expand and develop networking skills.
- Utilize online resources effectively to find job openings.
- Demonstrate the ability to fill out job applications in a professional manner.
- Perform successfully in a job interview.
- Demonstrate appropriate follow-up procedures.

## **Technical Drafting**

**2 Credit/60 Clock-Hours**

The course is designed to help students develop and build familiarity with fundamental drafting concepts. Students will be introduced to drafting principles, including how to read and create technical engineering drawings. Students will learn how to prepare industry-standard documents using drafting software.

Objectives:

- Use sketching to communicate designs.
- Create isometrics, orthographic projections, and sections, including basic annotations and dimensions.
- Use a CAD system as a drafting tool.
- Develop, modify, and plot CAD drawings.

## **Composite Repair and Part Finish Introduction**

**1 Credit/30 Clock-Hours**

In this course, students will learn basic composite repair and paint methods. Students will cover repair assessment, types of damage and repair, and replacing damaged composite materials. Students will learn the steps necessary to produce a finished composite part by doing surface preparation, applying body filler, applying primer, and painting their composite part.

Objectives:

- Perform visual inspections as it relates to damage.
- Describe the types and causes of damage.
- Practice removal of damaged material.
- Demonstrate the skills to return a repaired part back to service life.
- Use proper primer and paint applications.

## **Advanced Composite Repair and Part Finish**

**2 Credit/60 Clock-Hours**

In Advanced Composite Repair and Part Finish, Students in this course will cover repair procedures specific to advanced composites. Students will demonstrate how to repair composite parts similar to those found in the aerospace industry. Students will then demonstrate proper structural repairs on parts

October 12, 2023





## Utah System of Higher Education

Composites

FY2025 / 20 Credits (600 Clock-Hours)

previously built in other courses. Students will demonstrate competency in composites part finish by applying acquired skills to paint and finish their repaired parts.

### Objectives:

- Perform visual inspections as it relates to damage on aerospace grade parts.
- Describe the types and causes of damage to advanced composite parts.
- Practice removal of damaged material on advanced composite parts.
- Demonstrate proper repair procedures for core plug repairs and through part repairs.
- Demonstrate the skills to return an advanced repaired part back to service life.
- Practice surface preparation, including sanding, priming, and painting.
- Use proper primer and paint applications.
- Paint multiple composite parts.

### **Lean Manufacturing**

**1 Credit/30 Clock-Hours**

Lean Manufacturing is used in many businesses and industries to minimize waste, reduce accidents, and operate in a more efficient manner. The main objective of Lean Manufacturing is the concept of continuous and incremental improvements to a product or process while eliminating wasteful or redundant activities. When waste can be identified and eliminated, a product can be built with more efficiency and higher quality in less time.

### Objectives:

- Discuss methods used in Lean Manufacturing to solve problems. (Fishbone Diagram, 5 Whys)
- Identify the 8 types of waste.
- Demonstrate 5S.
- Explain what value-added work means.
- Discuss “traceability”, quality stamps, and an employee’s role in accurately maintaining record of process and part compliance.

### **Introduction to Composite Engineering**

**2 Credit/60 Clock-Hours**

Students in this course will fabricate parts from composite materials. Students will do flexural tests of different composite layups. Using collected data, students will design their own layup and test to see the strengths. Students will develop a working set of drawings for a bridge of their own design. Students will then fabricate that design with high strength to weight being the main objective.

### Objectives:

- Identify and compare the various physical properties of different composite materials.
- Calculate strength to weight ratios.
- Practice structure design, drawing, and construction with composite materials.
- Demonstrate procedures used in testing composite structures.

### **Carbon Fiber Part Skinning**

**1 Credit/30 Clock-Hours**

Carbon Skinning- or wrapping - is used only for cosmetic reasons. The beauty of the various weaves of carbon can make an otherwise unnoticed part become a focal point. In this course, the student will learn methods used to skin a part of their choice. Methods discussed will include part preparation, template making, drapability of fabrics, back wetting, building up resin as a finish topcoat, finish sanding methods, and final polishing.



## Utah System of Higher Education

Composites

FY2025 / 20 Credits (600 Clock-Hours)

### Objectives:

- Identify the materials needed to carbon fiber skin a part.
- Describe additional techniques to manipulate woven carbon fiber material to conform to a 3-dimensional part.
- Explain the wet layup process in detail.
- Describe uses for epoxy resin.
- Demonstrate time management.
- Execute the processes of sanding and polishing resin to a high luster finish.

### **Pattern and Mold Construction**

**2 Credit/60 Clock-Hours**

Pattern and mold making are essential skills for the Composites Technician who wants to create their own custom parts. Whether as an entrepreneur or employee, the ability to develop custom molds allows for the construction of almost limitless composite configurations. Students in this course will follow the mold-making process from start to finish by practicing pattern manufacturing, gel coat application, fiberglass reinforcing, mold troubleshooting and repair, and finishing and pulling a sample part from the mold.

### Objectives:

- Explain the terms describing pattern design.
- Demonstrate simple plug fabrication using your pattern design.
- Demonstrate proper gel coat application.
- Demonstrate proper mold reinforcing.
- Demonstrate simple single and multi-piece mold making techniques.
- Discuss Gel Coat repair and mold finishing.

### **Digital Literacy**

**2 Credit/60 Clock-Hours**

Digital literacy explores the latest 21st-century technology. Students will practice appropriately and effectively using tools for productivity, collaboration, and communications; finding reliable information; creating content; communicating safely; and identifying credibility and bias in modern digital environments.

### Objectives:

- Demonstrate digital citizenship and appropriate interpersonal digital information.
- Describe concepts relating to common digital environments, software, hardware, and operating systems.
- Describe digital security threats and explain how to protect personal devices and digital content.
- Use digital tools and technologies to collaborate.
- Create, edit, and save digital content and manage digital information.
- Navigate the internet and evaluate the integrity of digital information.

### **Math 1**

**1 Credit/30 Clock-Hours**

Students apply the correct mathematical operation to solve practical problems. Students use whole numbers, fractions, decimals and percents to solve practical problems. Students are introduced to the basics of measurement, geometry, averages, probability, patterns, and simple equations.

### Objectives:

- Perform basic geometry.

October 12, 2023



## Utah System of Higher Education

Composites

FY2025 / 20 Credits (600 Clock-Hours)

- Explain how to take proper measurements.
- Find averages using math.

### Ogden-Weber Technical College

#### Composite Repair

**2 Credit/60 Clock-Hours**

This course will explore repair methods for basic composite parts, repair assessment, types of damage and repair, replacing damaged composite material, and part reconstruction.

Objectives:

- Identify different types of damages and/or defects.
- Detect different types of damages and/or defects.
- Define terminology associated with composite repair.
- Identify materials used in composite repair.
- Demonstrate proper damage removal, design and repair methods.
- Use application of materials as they pertain to repair processes.
- Demonstrate proper repair processes.

#### NDI Methods for Composites

**2 Credit/60 Clock-Hours**

In this course students will learn an introduction into five NDI Methods that include Penetrant Inspection or Penetrant Testing Magnetic Particle Inspection, or magnetic Particle Testing, Electromagnet Inspection or Electromagnetic Testing, Radiographic inspection or Radiographic Testing and Ultrasonic Inspection or Ultrasonic Testing. The students will get an introduction into how to apply each of these methods to locate surface-breaking defects and sub-surface defects in composite materials as well as other types of materials. These NDI methods are used to detect inherent flaws during manufacturing, in-service flaws on products and final products. Students will use state of the art NDI equipment for hand on experience and demonstration of achieved skill.

Objectives:

- Apply five methods of Non-Destructive Inspection. (NDI)
- Explain the different possible types of defects in a composite structure.
- Demonstrate how to find a flaw in a composite part.

#### Composite Tool Making and Vacuum Infusion

**2 Credit/60 Clock-Hours**

This course will explore the advantages and disadvantages of metal and composite tooling and the vacuum infusion process. This course will also cover tooling requirements common to the composites industry. Additionally, this course will explore safe and proper execution of a vacuum infusion process on a given project within the course.

Objectives:

- Identify tooling commonly used in the industry.
- Define terminology associated with tooling.
- Distinguish between the advantages and disadvantages of metal tooling.
- Distinguish between the advantages and disadvantages of composite tooling.
- Explain several molding methods used in the industry.
- Demonstrate proper techniques relating to composite tool making.
- Define terminology associated with the vacuum infusion process.



## Utah System of Higher Education

Composites

FY2025 / 20 Credits (600 Clock-Hours)

- Describe the advantages and disadvantages of the vacuum infusion process.
- Demonstrate proper vacuum infusion processes.

### **Snow College**

#### **Filament Winding**

**2 Credit/60 Clock-Hours**

In the Filament Winding course, students will be introduced to the foundational topics of advanced filament winding in composites. Students will be introduced to safety, creating a wind, generating motion, chain/transition wind, viewing, and editing motion.

Objectives:

- Recognize and describe safety requirements and health hazards related to composite filament winding.
- Generate fiber path, helical, circumferential, bottle, and nonlinear fiber paths using carbon fiber, fiberglass, and resin systems.
- Chain/transition winds using segment flags.
- Describe and define materials used in advanced filament winding.

#### **Quality Assurance**

**2 Credit/60 Clock-Hours**

The Quality Assurance course will introduce students to the quality inspection of manufacturing. After completion of this course, students will understand how to inspect a product and compare it to engineered blueprints to determine quality.

Objectives:

- Demonstrate the basic underlying principles of quality inspection.
- Use hand tools, computer-assisted measurements, and other modern-day inspection methods.
- Demonstrate quality inspection procedures to real-world applications.
- Explain the basics of the CMM.

#### **Workplace Success**

**1 Credit/30 Clock-Hours**

Workplace Success is an introductory course that provides students with the essential tools to be successful in today's workplace environment. Students will also develop soft skills that apply to real work environments, including communication, writing, planning and organizing, and time management.

Objectives:

- Demonstrate effective workplace communication.
- Analyze issues, make sound decisions, and overcome problems.
- Demonstrate time management skills in the workplace.
- Work effectively and respectfully with others.

#### **Metrology**

**1 Credit/30 Clock-Hours**

Metrology covers introductory topics in basic metrology. Students will be introduced to the fundamental skills and the uses of calipers, micrometers, height gages, scales, and tape measures.

Objectives:

- Demonstrate the proper use of metrology equipment.
- Describe and use calipers and micrometers.



Utah System of Higher Education  
Composites  
FY2025 / 20 Credits (600 Clock-Hours)

- Describe and use scales and height gages.
- Describe and use a tape measure properly.



# Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

<b>HVACR Technician</b>			
Institutions: Davis, Dixie, Mountainland, Salt Lake, Snow, USU-Eastern			
Certificate of Program Completion (Catalog Year: 2025, Required Credits/Clock-Hours: 21/630)			
<b>Core (15 Credits/450 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TEAC 1010	Introduction to Air Conditioning, Heating and Refrigeration	3	90
TEAC 1100	HVACR Electrical Essentials	3	90
TEAC 1120	Heating Systems	3	90
TEAC 1140	Basic Refrigeration Systems	3	90
TEAC 1160	Basic Installation Skills	3	90
<b>Electives (6 Credits/180 Clock-Hours)</b>			
<b>Davis Technical College</b>			
TEAC 1200	Dual Fuel Heat Pumps	1	30
TEAC 1210	Indoor Air Quality	1	30
TEAC 1220	ACHR Advanced Troubleshooting - Electrical	1	30
TEAC 1230	ACHR Advanced Troubleshooting - Refrigeration	1	30
TEAC 1240	Sheet Metal Fabrication	1	30
TEAC 1250	EPA 608 Refrigerant Handling Certification	1	30
TEAC 1260	Working with Tubing: Flaring, Soldering, and Brazing	1	30
TEAC 1270	Residential Load Calculation and Duct Design	2	60
TEAC 1280	RMGA Gas Technician Certification	2	60
<b>Dixie Technical College</b>			
TEAC 1300	HVACR Residential and Commercial Refrigeration	5	150
TEAC 1310	HVACR Exit skills	1	30
<b>Mountainland Technical College</b>			
TEAC 1400	Introduction to HVACR Careers	3	90
TEAC 1420	Advanced Controls and Exit Skills	3	90
<b>Salt Lake Community College</b>			
TEAC 1500	Carbon Steel Piping Practices and Refrigerant Certification	3	90
TEAC 1510	Air Distribution Systems	3	90
<b>Snow College</b>			
TEAC 2200	Refrigeration Systems	3	90
TEAC 2300	System Installation, Air Distribution, and Balance	3	90
TEAC 2400	System Diagnostics, Troubleshooting, and Servicing	3	90
TEAC 2500	Sheetmetal	3	90
<b>Utah State University</b>			
TEAC 1500	Carbon Steel Piping Practices and Refrigerant Certification	3	90
TEAC 1510	Air Distribution Systems	3	90



# Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

## PROGRAM DESCRIPTION

This program prepares students for an interesting and profitable career as an HVACR Technician. Technicians will install, service and repair equipment in a wide range of applications including residential, commercial, institutional, and industrial settings. This program provides participants with the opportunity to prepare for a successful career, anywhere in the world, and acquire the knowledge and skills that will qualify them for employment opportunities with incomes higher than the typical U.S. household. Additionally, this industry has proven to be resistant to economic downturns. With increasing energy costs and indoor air quality expectations, employment opportunities and earnings are on the rise.

### Objectives:

- Demonstrate safe work practices during all aspects of training.
- Demonstrate an understanding of electricity as it applies to air conditioning, heating, and refrigeration systems.
- Demonstrate the application of refrigeration theory as it applies to servicing air conditioning, heat pump and refrigeration systems.
- Prepare for the Environmental Protection Agency Section 608 Refrigerant Handling Certification.
- Prepare for the Rocky Mountain Gas Association Natural Gas Technician Certification.
- Demonstrate a variety of methods to assemble pipe and tubing.
- Demonstrate the ability to successfully diagnose electrical and mechanical problems with air conditioning, refrigeration, furnace, and boiler systems.
- Demonstrate the ability to communicate professionally both verbally and in writing.

## COURSE DESCRIPTIONS

### **Introduction to Air Conditioning, Heating and Refrigeration**

**3 Credits/90 Clock-Hours**

An introductory course explaining the principles of Heating, Air Conditioning, and Refrigeration (HVACR). The basic refrigeration cycle and components will be covered. Elementary electrical concepts, electrical heating systems, and hydronic heating systems will be introduced. Guiding principles for service and installing technicians, i.e., hand-tools, safety, energy conservation, certifications, codes, and permits will be introduced. Careers in HVACR will be explored and trade math skills reviewed.

### Objectives:

- Explain the basic principles of air conditioning, heating, refrigeration, and ventilation.
- Explain the basic refrigeration cycle and its four major components.
- Describe the fundamental principles of electricity and basic circuits.
- Identify common hand tools, their use, and care.
- Identify career paths in the air conditioning, heating, and refrigeration trade.

### **HVACR Electrical Essentials**

**3 Credits/90 Clock-Hours**

The skills reviewed in Introduction to Air Conditioning, Heating, and Refrigeration will be applied to electrical circuits as basic electrical theory is broadened with activities using various electrical meters to reinforce learning from classroom instruction. Electrical components in HVACR systems will be presented as students learn to interpret and produce various electrical diagrams illustrating how these systems are controlled.

### Objectives:

- Describe the fundamentals of electricity and electrical theory.

October 12, 2023



## Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

- Identify electrical measuring instruments and demonstrate their proper use.
- Identify electrical components utilized in ACHR systems and describe their functions.
- Identify, interpret, and create various types of electrical diagrams associated with ACHR systems.

### **Heating Systems**

**3 Credits/90 Clock-Hours**

An introduction to heating fundamentals including heat transfer and combustion theory. Furnace types, their specific control components and sequences of operation will be covered. Students will also prepare for the Rocky Mountain Gas Association (RMGA) Gas Technician Certification exam.

Objectives:

- Explain the fundamentals of heating, heat transfer, and combustion.
- Explain the sequence of operation for residential forced-air furnaces.
- Troubleshoot a variety of electrical and mechanical furnace problems.
- Demonstrate mastery of RMGA Certification knowledge by passing the RMGA exam or its equivalent.

### **Basic Refrigeration Systems**

**3 Credits/90 Clock-Hours**

An introductory course covering the physical and chemical laws governing the principles of refrigeration. A more in-depth study of the refrigeration cycle, system components, refrigerants, and refrigerant controls will be covered.

Objectives:

- Describe the fundamental refrigeration cycle including heat, states of substances, heat transfer, and pressure/temperature relationships.
- Identify common refrigerants and understand their differences and develop an understanding of proper refrigerant handling techniques and the application of EPA Section 608 rules.
- Identify and describe the function of the major refrigerant system components including compressor types and operational characteristics.
- Identify and describe the function of common refrigeration accessories and controls.
- Demonstrate the proper use of refrigerant manifold gauges to evaluate, service, and diagnose refrigerant systems including refrigerant recovery, system evacuation, and refrigerant charging procedures.

### **Basic Installation Skills**

**3 Credits/90 Clock-Hours**

Copper tubing and pipe joinery will be covered, including tools and equipment, and their proper use will be demonstrated while emphasizing safety. Oxy-acetylene, air-acetylene and MAPP equipment will be covered. Installation related devices, wiring, tubing installation and sheet metal methods will also be covered. Various hanging and support methods will also be addressed.

Objectives:

- Identify and demonstrate several types of piping, fittings, and joining methods.
- Demonstrate how to safely start-up, operate and shut-down an oxy-acetylene torch set.
- Demonstrate electrical installation skills for both line voltage wiring and low voltage control systems.
- Describe lineset sizing and installation means and methods.
- Design and fabricate a basic sheet metal fitting/transition.





## Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

### NON-ALIGNED (ELECTIVE) COURSES

#### Davis Technical College

##### Dual Fuel Heat Pumps

1 Credit/30 Clock-Hours

This course will examine the operation of Heat Pumps in both cooling, heating and defrost modes. Balance points, control methods and associated wiring requirements will be reviewed. Troubleshooting will also be covered.

Objectives:

- Explain the application of several types of heat pump systems including air to air, dual fuel, and ground source.
- Describe the operation of a heat pump in heating, cooling, and defrost modes.
- Determine both thermal and economic balance points for a heat pump system on a home.
- Demonstrate the correct wiring for several types of heat pump systems.

##### Indoor Air Quality

1 Credit/30 Clock-Hours

Students will become familiar with the various aspects of indoor air quality including methods of air filtration, humidification, the psychrometric chart, and fresh air supply systems. Various fresh air ventilation methods and periodic maintenance will also be covered.

Objectives:

- Identify the MERV ratings and applications of several types of impingement filters and electronic air cleaners.
- Describe the benefits of humidification, the operation of the three different types of humidifiers, along with their various advantages and disadvantages.
- Demonstrate using a psychrometer and a psychrometric chart to determine the change in relative humidity, dew point, volume, moisture content and enthalpy in a system, both in heating and cooling.
- Explain the fresh air requirements for occupied spaces and the methods used to provide fresh air, including dampers, HRV and ERV equipment.

##### ACHR Advanced Troubleshooting - Electrical

1 Credit/30 Clock-Hours

Students will delve deeper into electrical diagnosis using schematics, both pictorial and ladder, various test instruments, including multimeters and clamp-on ammeters, to troubleshoot electrical problems on Air Conditioning and Heating systems. Sequence of operation troubleshooting for systems with electronic control boards will also be covered.

Objectives:

- Create a pictorial diagram based on a unit's existing wiring and convert it to a ladder diagram.
- Use a ladder diagram to determine a system's sequence of operation.
- Troubleshoot a system that has an electronic control board.
- Identify failed components using a multimeter.

##### ACHR Advanced Troubleshooting - Refrigeration

1 Credit/30 Clock-Hours

The refrigeration cycle can sometimes be difficult to troubleshoot because it is a dynamic system with each part affecting the operation of every other part. This course will teach a linear approach to refrigeration system evaluation that will identify what's working correctly and what's not.



## Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

### Objectives:

- Determine high and low side saturation temperatures, superheat and subcooling.
- Identify possible causes of saturation temperatures, superheat or subcooling that are too high or too low.
- Evaluate a system and determine if it's operating properly. If not operating properly, determine what corrective actions need to be performed.

### **Sheet Metal Fabrication**

**1 Credit/30 Clock-Hours**

This class will build upon the basic sheet metal skills learned in the Core by using equipment in the lab to fabricate several projects.

### Objectives:

- Demonstrate the appropriate use of hand tools to cut square, rectangle and circular holes in ductwork.
- Fabricate a tool tray with Pittsburgh seams using equipment such as a stamp shear, Pittsburgh machine, brake and bar fold.
- Layout and build several duct fittings.

### **EPA 608 Refrigerant Handling Certification**

**1 Credit/30 Clock-Hours**

This course will cover the fundamental science associated with, and the basic operational components of the refrigeration cycle. This will be followed by a practice of service procedures associated with sealed system service, such as Refrigerant Recovery, Evacuation and Charging a system. The latter half of the course will be preparation to pass the EPA 608 Refrigerant Handling Certification Exam, after which the exam will be given as part of the course.

### Objectives:

- Explain the terminology and physics associated with heat transfer and the refrigeration cycle.
- Diagram the 5 components necessary for the gas compression refrigeration cycle to operate.
- Demonstrate the use of a manifold gauge set, a refrigerant recovery machine, vacuum pump and micron gauge.
- Describe the concerns with refrigerants, ozone depletion, global warming and refrigeration service procedures.
- Achieve EPA 608 Refrigerant Handling Certification Types 1 and 2.

### **Working with Tubing: Flaring, Soldering, and Brazing**

**1 Credit/30 Clock-Hours**

Since many refrigeration systems use copper tubing, it's important to be able to connect tubing to refrigeration and air conditioning systems so there are no possibilities of leaks. This course will practice tube cutting, flaring, swaging, as well as using soft solder and silver-based brazing methods using propane, MAPP, and acetylene fueled torches.

### Objectives:

- Identify types of tubing, and demonstrate tube cutting, flaring and swaging methods.
- Join tubing using soft solder using propane and MAPP gas torches and pressure test to verify no leaks.
- Join tubing using silver-based brazing with MAPP gas, air- acetylene and oxy-acetylene torches, then leak test.
- Demonstrate flowing nitrogen while brazing to prevent internal oxidation of copper tubing.



## Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

### **Residential Load Calculation and Duct Design**

**2 Credits/60 Clock-Hours**

This course addresses the two most critical aspects when installing or replacing Air Conditioning and Heating systems, proper equipment sizing and ductwork. The course will use Manual J for load calculations and Manual D for duct design. The Quality Installation Standard (Standard 5) from the Air Conditioning Contractors of America (ACCA) will also be reviewed.

#### Objectives:

- Use Manual J procedures to determine the correct equipment size for an air conditioning and heating system.
- Use Manual D procedures to design the ductwork for a home's air conditioning and heating system.
- Select equipment based on the Manual J and D requirements.
- Describe the installation expectations of ACCA Standard 5

### **RMGA Gas Technician Certification**

**2 Credits/60 Clock-Hours**

A technician in Utah who works on gas fired appliances, such as stoves, furnaces, boilers and water heaters, is requirement to have passed the Gas Technician Certification exam from the Rocky Mountain Gas Association. This course is preparation to pass the exam with a score of at least 80%. This course will have minimal hands-on lab work.

#### Objectives:

- Describe the combustion process and its potential hazards.
- Properly size a gas piping system.
- Calculate the correct size for a combustion air supply.
- Determine a gas fired appliance's deration requirements.
- Size vent systems for Category 1 and Category 4 appliances.

### **Dixie Technical College**

### **HVACR Residential and Commercial Refrigeration**

**5 Credits/150 Clock-Hours**

An introduction course to residential and commercial refrigeration. Residential refrigeration will be discussed and covered in detail. Students will have hands on training of residential and commercial refrigeration systems. An introduction to commercial refrigeration systems and carrier paths will be discussed. Students will have hands on training of a verity of commercial refrigeration equipment.

#### Objectives:

- In-Introduce students to career paths in residential and commercial refrigeration.
- Explain the basic function of residential refrigeration systems.
- Show industry standards for service and repair of residential refrigeration systems.
- Explain the basic functions of commercial refrigeration systems and introduce students to commercial refrigeration systems.
- Show industry standards for service, repair, and maintenance of commercial refrigeration systems.

### **HVACR Exit Skills**

**1 Credit/30 Clock-Hours**

Students will be required to demonstrate basic entry level skills required to be a successful HVACR technician.



# Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

## Objectives:

- Student will demonstrate basic skills through real life scenarios before being awarded certification.

## **Mountainland Technical College**

### **Introduction to HVACR Careers**

**3 Credits/90 Clock-Hours**

The Introduction to HVACR Careers and RMGA Certification course will prepare students for the Rocky Mountain Gas Association Gas technician certification. Students will learn HVACR mathematics for technicians and be introduced to the HVACR career field identifying multiple career field paths, with an emphasis on future industry changes. Trac Pipe Gas Certification training provided by AIMR.

## Objectives:

- Describe an overview of the HVACR industry.
- Describe the different career paths offered in HVACR. Including and not limited to Residential, Commercial, Sales & marketing, Automated Controls, HVAC Technology, Building Operations, Energy Management, Building Commissioning, Renewable Energy, Energy Auditing & Analysis and Design & Engineering.
- Perform mathematical calculations for technicians.
- Pass the RMGA exam.
- Obtain the Trac Pipe Gas Certification by Association of Industry Manufacturers Representatives (AIMR).

### **Advanced Controls and Exit Skills**

**3 Credits/90 Clock-Hours**

The Advanced Controls and Exit Skills course is an introduction to advanced electrical principles and theory with regards to residential and commercial HVACR controls, with an emphasis on the following: direct digital controls, electrical wiring, proper grounding of equipment, common problems such as fraying, corrosion, disconnection, and troubleshooting using the hopscotch method.

## Objectives:

- Diagnose and troubleshoot electrical control systems commonly used in HVACR systems considering the operation and interconnections of controller digital and analog inputs, and digital and analog outputs, to include relays, contactors, switches, transformers, and control boards.
- Read and interpret electrical schematics and blueprints to effectively install, repair, and modify wiring systems in HVACR applications including wire sizing, color coding, grounding, and safety protocols.
- Explain the components and operation of HVACR systems, including air conditioning, heating, ventilation, and refrigeration. Discuss the interplay between mechanical and electrical components as a whole system.
- Diagnose and rectify mechanical issues commonly encountered in HVACR systems. Demonstrate techniques for troubleshooting problems related to compressors, fans, motors, coils, valves, and refrigerant circuits.
- Engage in and demonstrate practical exercises and hands-on labs to reinforce troubleshooting skills and enhance familiarity with mechanical and electrical controls, wiring techniques, and HVACR systems.
- Demonstrate customer relation techniques and crew leadership best practices.
- Complete the NATE CHP-5 Service Certification.

October 12, 2023



## Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

### **Salt Lake Community College**

#### **Carbon Steel Piping Practices and Refrigerant Certification**

**3 Credits/90 Clock-Hours**

This course will introduce the tools and equipment used to fabricate carbon steel piping systems and their proper use. Additionally, a deeper study of handling refrigerants as students prepare to take the Environmental Protection Agency Section 608 Refrigerant Handling Certification.

##### Objectives:

- Identify the different types of steel pipe, steel fittings, and their uses.
- Demonstrate the various methods used to join steel piping.
- Demonstrate the proper and safe use of steel pipe fabricating tools and equipment.
- Prepare for and obtain the Environmental Protection Agency Section 608 Refrigerant Handling Certification.

#### **Air Distribution Systems**

**3 Credits/90 Clock-Hours**

Students will be introduced to air movement theory and laws, air measurement, air distribution systems, air distribution equipment, and air system design. The different types of fans and blowers will be studied along with their various applications and energy characteristics.

##### Objectives:

- Explain how pressure, velocity, and volume are related to airflow.
- Describe the equipment and materials used in air distribution systems.
- Identify various air distribution systems and their energy characteristics.
- Demonstrate the planning and installation of modern duct systems.

### **Snow College**

#### **Refrigeration Systems**

**3 Credits/90 Clock-Hours**

This course is designed to enhance the qualifications of the technician to understand the different temperature classifications, equipment and operational conditions within the classifications. This includes special refrigeration system components, such as two temperature system components, evaporator pressure controls, crankcase pressure regulators, low ambient controls, pressure controls and safety devices, defrost methods, and accessories. Refrigeration system applications are covered, which includes merchandising options for refrigeration systems, automatic pump down cycle, multiple evaporator systems, multiple compressor systems (rack systems), secondary refrigerant systems, pressurized liquid systems, staggered defrost methods, vending machine refrigeration, water coolers, mobile (transport) refrigeration systems, cascade refrigeration systems, and ice making. Special refrigeration applications are covered as well as the preparation of achieving the Environmental Protection Agency's 608 Refrigerate Handlers Certificate which is required by federal law.

##### Objectives:

- Explain multiple refrigeration system types and their major components.
- Explain valves, their function and placement in refrigeration systems.
- Explain compressor types and their characteristics.
- Explain and/or demonstrate troubleshooting components of a refrigeration system.

October 12, 2023



## Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

### **System Installation, Air Distribution, and Balance**

**3 Credits/90 Clock-Hours**

This course is designed to enhance the qualifications of the technician with the in-depth study of system installation and start up. Covering proper system locations, piping, electrical connections, condensate removal, system leak and charge check. The air distribution system will be covered including configurations, selection, duct materials, installation, airflow calculations, sizing of air distribution systems, register and grill selection, and balancing of the system. Measuring airflow equipment used for system pressure balancing in the distribution system while adjusting air volumes, dampers and registers are addressed. With high cost of energy, monetarily as well as environmentally, Residential Energy Auditing and diagnostic testing of the system through numerical analysis and reporting is becoming crucial. Heat gain and heat loss calculations to ensure efficient and safe system round out this vital course.

#### Objectives:

- Recognize and explain air distribution systems and their configurations.
- Explain and/or demonstrate applications, installations and joining of duct materials
- Explain and/or demonstrate sizing and balancing of the air distribution system.
- Explain and/or demonstrate residential energy auditing and its importance.

### **System Diagnostics, Troubleshooting, and Servicing**

**3 Credits/90 Clock-Hours**

This course is designed to enhance the qualifications of the technician with the in-depth study of system diagnosis in high, medium and low temperature classes. Exploring causes and remedies from superheat and/or sub cooling out of parameters to evaluating the efficient operating conditions of compressors, condensers, evaporators and metering devices. Troubleshooting is a vital part of maintaining an efficient and safe operating system while performing a successful service call. Critical thinking will be addressed including verifying the problem, gathering information, performing visual inspections, isolating and identifying system problems ultimately correcting the problem, testing and completion of the service call. Residential Energy Auditing including diagnostic testing, duct and air leakage testing, combustion and furnace efficiency, HVAC/R venting, and draft testing, numerical analysis and reporting will be covered.

#### Objectives:

- Explain and/or demonstrate the purpose of controls, types, and control mechanisms.
- Explain industrial, commercial, automotive, and appliance refrigeration components for servicing.
- Explain electrical theory and safety related issues.
- Explain and recognize special refrigeration systems and their components.

### **Sheetmetal**

**3 Credits/90 Clock-Hours**

This course is designed to enhance the qualifications of the technician to understand the physical creation of different air distribution systems. By understanding field measurements, calculations, fittings, construction and sheet metal drawings. This will be an introduction to radial line development, triangulation, duct fabrication standards, bend allowances and soldering as it pertains to the Air Conditioning, Heating and Refrigeration industry.

#### Objectives:

- Explain and/or demonstrate solving basic equations related to linear measurements, angles, triangles, circles, and arcs and make field measurements and calculate offsets.
- Explain and/or demonstrate various construction plans, identify and describe codes and standards organizations and SMACNA standard for sheet metal.

October 12, 2023



## Utah System of Higher Education

HVACR Technician

FY2025 / 21 Credits (630 Clock-Hours)

- Explain and/or demonstrate radial line development to lay out tapered components, describe the triangulation method and how it is used and identify bending factors.
- Explain and/or demonstrate tools and their use and materials used to solder sheet metal.

### **Utah State University**

#### **Carbon Steel Piping Practices and Refrigerant Certification**

**3 Credits/90 Clock-Hours**

This course will introduce the tools and equipment used to fabricate carbon steel piping systems and their proper use. Additionally, a deeper study of handling refrigerants as students prepare to take the Environmental Protection Agency Section 608 Refrigerant Handling Certification.

Objectives:

- Identify the different types of steel pipe, steel fittings, and their uses.
- Demonstrate the various methods used to join steel piping.
- Demonstrate the proper and safe use of steel pipe fabricating tools and equipment.
- Prepare for and obtain the Environmental Protection Agency Section 608 Refrigerant Handling Certification.

#### **Air Distribution Systems**

**3 Credits/90 Clock-Hours**

Students will be introduced to air movement theory and laws, air measurement, air distribution systems, air distribution equipment, and air system design. The different types of fans and blowers will be studied along with their various applications and energy characteristics.

Objectives:

- Explain how pressure, velocity, and volume are related to airflow.
- Describe the equipment and materials used in air distribution systems.
- Identify various air distribution systems and their energy characteristics.
- Demonstrate the planning and installation of modern duct systems.



Utah System of Higher Education  
Basic Corrections Officer  
FY2025 / 5 Credits (150 Clock-Hours)

<b>Basic Corrections Officer</b>			
Institutions: Bridgerland, USU-E			
<i>Certificate of Program Completion (Catalog Year: 2025, 5 Credits/150 Clock-Hours Required, CIP: 43.0107)</i>			
<b>Core (5 Credits/150 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TELE 1020	Basic Corrections Officer	5	150





## Utah System of Higher Education

Basic Corrections Officer

FY2025 / 5 Credits (150 Clock-Hours)

### PROGRAM DESCRIPTION

The Basic Corrections Officer program builds upon skills and knowledge gained in the Special Function Officer program and provides basic training required for employment in the field of corrections. Areas of study include constitutional and correctional law, offender supervision strategies, critical incident responses, and other correctional-related topics.

Objectives:

- Identify and demonstrate key ethical standards in corrections culture.
- Apply concepts of constitutional and correctional law to practical situations.
- Interact professionally with incarcerated offenders.
- Apply basic skills to avoid offender manipulation.
- Demonstrate competency in less-lethal options such as pepper spray.
- Demonstrate competency in critical incident and forced cell response actions.

### COURSE DESCRIPTIONS

#### **Basic Corrections Officer**

**5 Credits/150 Clock-Hours**

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The Basic Corrections Officer course provides education and training for employment in the corrections field. Topics include constitutional and correctional law, offender supervision strategies, and critical incident response. Students gain experience through classroom and practical applications in all corrections-related subjects.

Objectives:

- Identify and demonstrate key ethical standards in corrections culture.
- Apply concepts of constitutional and correctional law to practical situations.
- Interact professionally with incarcerated offenders.
- Apply basic skills to avoid offender manipulation.
- Demonstrate competency in less-lethal options such as pepper spray.
- Demonstrate competency in critical incident and forced cell response actions.



Utah System of Higher Education  
Law Enforcement Officer  
FY2025 / 12 Credits (360 Clock-Hours)

<b>Law Enforcement Officer</b>			
Institutions: Bridgerland, Tooele, USU-E			
<i>Certificate of Program Completion (Catalog Year: 2025, 12 Credits/360 Clock-Hours Required, CIP: 43.0107)</i>			
<b>Core (12 Credits/360 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TELE 1030	Law Enforcement Officer	12	360



## Utah System of Higher Education

Law Enforcement Officer

FY2025 / 12 Credits (360 Clock-Hours)

### PROGRAM DESCRIPTION

The Law Enforcement Officer program builds upon skills and knowledge gained in the Special Function Officer program and prepares students for certification as peace officers under Utah law. By Utah Law, all law enforcement departments are required to have all police officers complete this program before performing the duties as a patrol officer, investigator, or deputy. The program consists of classroom instruction and practical applications in all law enforcement subjects.

#### Objectives:

- Apply skills learned in the investigation of a variety of situations such as domestic violence, traffic accidents, DUI incidents, and more.
- Demonstrate proficiency through the successful completion of qualifications in firearms, defensive tactics, and physical fitness.
- Implement proper tactics to successfully deal with high-stress situations.
- Demonstrate proficiency with law enforcement tools such as Radar/Lidar and intoxilyzer.

### COURSE DESCRIPTIONS

#### **Law Enforcement Officer**

**12 Credits/360 Clock-Hours**

Law Enforcement Officer prepares students for certification as peace officers. All law enforcement departments require completing this program before employment as a patrol officer, investigator, or deputy. Students gain experience through classroom and practical applications in all law enforcement subjects.

#### Objectives:

- Apply skills learned in the investigation of a variety of situations such as domestic violence, traffic accidents, DUI incidents, and more.
- Demonstrate proficiency through the successful completion of qualifications in firearms, defensive tactics, and physical fitness.
- Implement proper tactics to successfully deal with high-stress situations.
- Demonstrate proficiency with law enforcement tools such as Radar/Lidar and intoxilyzer.



Utah System of Higher Education  
Special Function Officer  
FY2025 / 9 Credits (270 Clock-Hours)

<b>Special Function Officer</b>				
Institutions: Bridgerland, Tooele, USU-E				
<i>Certificate of Program Completion (Catalog Year: 2025,9 Credits/270 Clock-Hours Required, CIP: 43.0107)</i>				
<b>Core (9 Credits/270 Clock-Hours)</b>			<b>Credits</b>	<b>Clock-Hours</b>
TELE 1010	Special Function Officer		9	270



## Utah System of Higher Education

Special Function Officer

FY2025 / 9 Credits (270 Clock-Hours)

### PROGRAM DESCRIPTION

The Special Function Officer program provides the required basic training necessary before students can advance into training as a corrections or law enforcement officer in the State of Utah. The program provides an excellent initial approach to a law enforcement or corrections career. In this course, students will study the core legal, behavioral health, defensive tactics, patrol, criminal investigation procedures, arrest control techniques, and cardiopulmonary resuscitation (CPR)/First Aid.

#### Objectives:

- Identify and demonstrate key ethical standards in law enforcement.
- Demonstrate appropriate physical fitness.
- Apply concepts of Utah Law to practical situations.
- Create professional reports from citizen contacts.
- Perform basic defensive tactics and arrest skills.
- Identify persons in crisis and apply de-escalation techniques.

### COURSE DESCRIPTIONS

#### Special Function Officer

**9 Credits/270 Clock-Hours**

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Special Function Officer provides the training necessary for certification and function with any authority in the State of Utah. This is an initial approach to law enforcement. Topics include legal subjects, patrol and criminal investigation, arrest control, and CPR/First Aid.

#### Objectives:

- Identify and demonstrate key ethical standards in law enforcement.
- Demonstrate appropriate physical fitness.
- Apply concepts of Utah Law to practical situations.
- Create professional reports from citizen contacts.
- Perform basic defensive tactics and arrest skills.
- Identify persons in crisis and apply de-escalation techniques.



Utah System of Higher Education  
Medical Office Receptionist  
FY2024 / 12 Credits (360 Clock-Hours)

<b>Medical Office Receptionist</b>			
Institutions: Southwest			
<i>Certificate of Program Completion (Catalog Year: 2024, 12 Credits/360 Clock-Hours Required, CIP: 51.0712)</i>			
<b>Core (12 Credits/360 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TEMA 1000	Introduction to Medical Office Receptionist	2	60
TEMA 1040	Anatomy and Physiology	4	120
TEMA 1080	Medical Terminology	2	60
TEMA 1020	Medical Office I	2	60
TEMA 1030	Medical Office II	2	60



## Utah System of Higher Education

Medical Office Receptionist

FY2024 / 12 Credits (360 Clock-Hours)

### PROGRAM DESCRIPTION

The Medical Office Receptionist program will prepare students to perform vital administrative tasks, including computerized scheduling, medical billing, and medical-records management.

Objectives:

- Perform routine healthcare administrative procedures
- Apply technology skills to business and administrative tasks
- Demonstrate knowledge of Medical Terminology and Anatomy & Physiology
- Demonstrate professionalism in the workplace

### COURSE DESCRIPTIONS

#### **Introduction to Medical Office Receptionist**

**2 Credits / 60 Clock-Hours**

This course delves into the critical roles and responsibilities of a medical office receptionist within the healthcare team. By emphasizing professionalism, law & ethics, and effective communication, students are prepared to integrate seamlessly into healthcare settings and maintain the highest professionalism and communication standards.

Objectives:

- Describe the structure and functions of the healthcare delivery team and the receptionist's role within it.
- Demonstrate a deep sense of professionalism, emphasizing punctuality, appearance, and behavior suitable for healthcare environments.
- Identify the legal and ethical responsibilities inherent in a medical receptionist role, focusing on patient rights and data protection.
- Demonstrate strong communication skills tailored to patient interactions, intra-team dialogues, and external communications.

#### **Anatomy and Physiology**

**4 Credits / 120 Clock-Hours**

The Anatomy and Physiology course is designed to familiarize the student with the plan and structure of the human body, its function under normal, healthy conditions, and an introduction to the body's response to illness and disease. Instruction covers an overview of all organ systems, including diagnostic treatment modalities. Medical terms as they relate to the body and correct spelling and pronunciation are taught.

Objectives:

- Locate and label major organs and structures in the body systems.
- Identify and state the function of the major anatomical components of the human body.
- Describe common disorders associated with each major anatomical component.
- Identify common pathology related to each body system.

#### **Medical Terminology**

**2 Credits / 60 Clock-Hours**

Medical Terminology provides instruction on how to interpret and understand the technical language of medicine. Students learn the basic structure of medical terms including prefixes, suffixes, word roots, special endings, plural forms, abbreviations, and symbols. Emphasis is placed on the correct spelling, definition, application, and pronunciation of each term.

Objectives:

October 11, 2023



## Utah System of Higher Education

Medical Office Receptionist

FY2024 / 12 Credits (360 Clock-Hours)

- Identify the four types of word parts in forming medical terms.
- Demonstrate construction of medical terms by correctly spelling, pronouncing, defining, and identifying selected terms.
- Identify and apply acceptable medical abbreviations.
- Use knowledge of word parts to define unfamiliar medical terms.

### **Medical Office I**

**2 Credits / 60 Clock-Hours**

The Medical Office I course introduces administrative and general duties in a medical office. These duties include appointment scheduling, records management, electronic health records use and management, written communications, health insurance, office equipment and management, as well as telephone procedures. This course will provide hands-on practice of administrative skills and competency-based examinations.

#### Objectives:

- Demonstrate professionalism and responsibilities of the medical assistant through written, verbal, and electronic communication.
- Describe the administrative functions of a medical office.
- Demonstrate correct documentation in a medical record.
- Define types of information contained in a patient's medical record.

### **Medical Office II**

**2 Credits / 60 Clock-Hours**

The Medical Office II course introduces students to the management of all aspects of medical office finances. Instruction includes diagnostic and procedural coding for insurance billing. Students will track claims reimbursement, process patient statements, and review fee collection processes.

#### Objectives:

- Describe how to use procedural, diagnostic, and HCPCS coding required for insurance paperwork.
- Demonstrate professionalism in handling patient accounts and medical records.
- Describe banking and accounting procedures as related to the ambulatory care setting.
- Define healthcare insurance types, utilization, and guidelines.





Utah System of Higher Education  
Software Quality Assurance  
FY2025 / 10 Credits (300 Clock-Hours)

<b>Software Quality Assurance</b>			
Institutions: Mountainland			
<i>Certificate of Program Completion (Catalog Year: 2025, 10 Credits/300 Clock-Hours Required, CIP: 15.1204)</i>			
<b>Core (10 Credits/300 Clock-Hours)</b>		<b>Credits</b>	<b>Clock-Hours</b>
TEAQ 1010	Introduction to Quality Assurance	3	90
TEAQ 1011	Databases and SQL Queries	1	30
TEAQ 1012	Performance and API Testing	2	60
TEAQ 1013	Automated Testing	4	160



# Utah System of Higher Education

Software Quality Assurance

FY2025 / 10 Credits (300 Clock-Hours)

## PROGRAM DESCRIPTION

The Software Quality Assurance program covers all aspects of software quality assurance, from manual testing to automated testing, performance testing, API testing, and database management. The program is designed to provide students with a deep understanding of software quality assurance principles, techniques, and tools, and to equip them with the skills required to ensure the delivery of high-quality software products.

Objectives:

- Demonstrate software quality assurance principles and techniques and explain their role in ensuring the delivery of high-quality software products.
- Perform manual testing, automated testing, performance and API testing, and database management.
- Describe the different types of software testing and how they are used to ensure software quality.
- Design, develop, and execute automated tests using industry-standard test automation frameworks and scripting languages.
- Explain principles of performance testing and API testing, including load testing, stress testing, and endpoint testing, and develop skills in designing and executing these types of tests.
- Demonstrate testing, implementing, and managing databases, including data modeling, database normalization, indexing, data integrity, and data security.
- Demonstrate problem-solving and critical thinking skills by working on real-world software quality assurance projects.
- Present the importance of quality assurance in software development and its impact on business success.

## COURSE DESCRIPTIONS

### Introduction to Quality Assurance

**3 Credits/90 Clock-Hours**

The Introduction to Quality Assurance course is designed to provide an overview of software quality assurance and its role in the software development process. The course will cover the fundamentals of manual QA, including test plan creation, test case design, and defect management. The course will introduce students to common tools used in software quality assurance, such as bug tracking systems, version control systems, and automated testing tools. By the end of the course, students will understand software quality assurance principles and practices.

Objectives:

- Explain the role of QA in the software development process.
- Create effective test plans and test cases.
- Describe the different types of testing, including unit testing, integration testing, system testing, and acceptance testing.
- Collaborate using common software quality assurance tools, including bug tracking systems, version control systems, and automated testing tools.
- Summarize commonly used industry terms and practices.



# Utah System of Higher Education

Software Quality Assurance

FY2025 / 10 Credits (300 Clock-Hours)

## **Databases and SQL Queries**

**1 Credit/30 Clock-Hours**

The Databases and SQL Queries course aims to equip students with an understanding of database management systems and SQL (Structured Query Language). Students learn how to create, maintain and manipulate databases, as well as how to write SQL queries to extract, modify and analyze data. The course covers a range of topics including data modeling, database normalization, indexing, data integrity, and data security.

### Objectives:

- Explain the concepts and principles of database management systems.
- Discuss the fundamentals of relational database design and normalization to build efficient and scalable databases.
- Execute SQL queries to extract and manipulate data from databases.
- Optimize database performance through indexing and other techniques.
- Ensure data integrity and security through the use of constraints and other measures.
- Troubleshoot and debug common issues in database management and SQL queries.

## **Performance and API Testing**

**2 Credits/60 Clock-Hours**

The Performance and API Testing course focuses on testing the performance and functionality of software applications. Students learn how to evaluate the speed, scalability, stability, and reliability of software systems, as well as how to test their API (Application Programming Interface) endpoints. The course covers a range of topics including load testing, stress testing, spike testing, and endurance testing, as well as API testing tools and techniques.

### Objectives:

- Articulate the importance of performance and API testing in software development and quality assurance.
- Explain the various types of performance testing, such as load testing, stress testing, spike testing, and endurance testing.
- Create and execute performance tests using industry standard tools
- Analyze and interpret performance test results and identify performance bottlenecks in software applications.
- Explain API testing concepts, such as endpoints, request/response types, and authentication methods.
- Design and execute API tests using industry standard testing frameworks.
- Evaluate the quality of API endpoints, including status codes, and error handling.

## **Automated Testing**

**4 Credits/120 Clock-Hours**

The Automated Testing course focuses on the development and implementation of automated testing strategies and tools for software applications. Students learn how to design, develop and execute automated tests for software applications, including unit tests, integration tests, and end-to-end tests. The course covers a range of topics, including test automation frameworks, scripting languages, continuous integration, and best practices in automated testing.

### Objectives:

- Describe the importance of automated testing in software development and quality assurance.
- Explain different types of automated tests, including unit tests, integration tests, and end-to-end tests.

October 12, 2023



## Utah System of Higher Education

Software Quality Assurance

FY2025 / 10 Credits (300 Clock-Hours)

- Design and develop automated tests using industry-standard test automation frameworks.
- Set up and integrate automated tests into a continuous integration (CI) pipeline using industry standard tools.
- Write maintainable and scalable test automation code using best practices and design patterns.



UTAH SYSTEM OF  
HIGHER EDUCATION

November 3, 2023

# MEMORANDUM

## Updated Faculty Workload Policy – Southern Utah University

Board Policy [R485, \*Faculty Workload Guidelines\*](#), outlines principles for determining a reasonable workload of activities that constitute a full-time instructional load for Utah System of Higher Education faculty members paid with Instructional Education and General Funds.

The presidents, faculties, and institutional boards of trustees are responsible for creating institutional **faculty workload policies that reflect the institutions' role and mission, student population, and academic disciplines** within the parameters outlined in R485.

The Board of Trustees at Southern Utah University has revised its Faculty Workload Policy (SUU Policy #6.27) and is submitting it to the Utah Board of Higher Education for final approval. Various definitions have been clarified, and a new section regarding adjunct and part-time faculty workloads has been added. These changes are timely and have been scrutinized carefully by faculty and administration. The **completed policy has been reviewed by the Commissioner's office** and is found to be compatible with guidelines established by Board Policy R485.

### **Commissioner's Recommendation**

The Commissioner recommends the Board approve the changes made to SUU Policy #6.27: Faculty Workload.

Attachment(s)

Date: May 25, 2023  
To: President's Leadership Council & Board of Trustees  
From: James Sage, Associate Provost  
RE: Revised Policies – Policy 6.27 Faculty Workload, Policy 5.32 Part-Time and Temporary Employment, & Policy 6.0 Definition of Faculty

We are submitting for your consideration and review three revised University policies: Policy 6.27 Faculty Workload, Policy 5.32 Part-Time and Temporary Employment, and Policy 6.0 Definition of Faculty.

The main revision to these policies is to clarify workload expectations for adjunct/part-time faculty to comply with the Affordable Care Act (ACA) and our obligations under that law. After consulting with the Office of Human Resources, the Provost's Office is proposing the following changes:

**Policy 6.27 Faculty Workload**

1. We are adding a new section for adjunct/part-time faculty that addresses workload expectations, specifically that this specific classification of faculty is limited to less than 75% of a full-time lecturer's workload in the hiring department. This limit is calculated on an annual basis from May through the following April.
2. We are also adding a caveat that, in most cases, adjuncts should not be expected to teach more than 9 ICH per semester. Exceptions can be made but must be granted through the Provost's Office.
3. We are clarifying that adjuncts may teach any courses as needed and are expected to maintain a minimum number of office hours per week. The number of office hours are to be established in consultation with the Department Chair based on the adjunct's ICH that term.
4. We are fixing an error in the previous version this policy that incorrectly listed the ICH calculation for the XCON schedule type. It should be SCH/10.
5. We are adding a 3 ICH per semester reassignment for the immediate Past President of Faculty Senate, so that position can better support the current President and President Elect of the Faculty Senate.

**Policy 5.32 Part-Time and Temporary Employment**

1. We are removing the language in this policy that is now contained within Policy 6.27 Faculty Workload to reduce redundancy and the possibility of conflicting information.

**Policy 6.0 Definition of Faculty**

1. As with Policy 5.32, we are removing the language in this policy that is now contained in Policy 6.27 to reduce redundancy and the possibility of conflicting information.
2. We are adding additional language that faculty hired as emergency appointments are "at will" employees and are thus not entitled to the same due process rights as other faculty who are hired through the vetting process as outlined in Policy 6.38.

Thank you for considering these revised policies. Please let us know if you have any questions or concerns about the proposed policies.

## **POLICY #6.27**

**SUBJECT:** Faculty Workload

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### **I. PURPOSE**

This Policy implements Utah State Board of Higher Education [Policy R485 Faculty Workload Guidelines](#). It sets out standard workload calculations that reflect different instructional types and provides requirements for adjustments to standard workload calculation. It also provides management and approval procedures for Faculty Workload.

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### **II. REFERENCES**

- A. Southern Utah University [Policy 5.32 Part-Time and Temporary Employment](#)
  - B. Southern Utah University [Policy 6.0 Definition of Faculty](#)
  - C. Southern Utah University [Policy 6.1 Faculty Evaluation, Promotion, and Tenure](#)
  - D. Southern Utah University [Policy 6.2 Academic Officers](#)
  - E. Southern Utah University [Policy 6.9 Supplemental and Overload Compensation to Faculty and Academic Administrators](#)
  - F. Southern Utah University [Policy 6.28 Faculty Professional Responsibility](#)
  - G. Utah System of Higher Education [Policy R312 Utah System of Higher Education and Institutional Missions and Roles](#)
  - H. Utah System of Higher Education [Policy R485 Faculty Workload Guidelines](#)
- 

### **III. DEFINITIONS**

**A. Adjunct/Part-Time Faculty:** See University Policy 6.0.

**A-B. Credit Hour:** A Credit Hour of work is the equivalent of approximately 50 minutes of class time or 60 minutes of independent study work. A minimum of 45 hours of work by each student is required for each unit of credit.

**B-C. Contact Hour:** The time a Faculty Member is required to spend in direct contact with students over the course of a class per week as approved through the curriculum process. For example, a face-to-face, three-credit lecture-based course would meet for approximately 150 minutes per week and result in three (3) Contact Hours.

**C-D. Course Preparation:** The amount of effort associated with preparing and delivering instruction for a unique prefix and course number within an academic year (Fall and Spring semesters).

~~D.E.~~ **Cross-listed Course:** A single course that is offered for registration under two (2) or more CRNs (Course Registration Number) with the same instructional type. In most cases, the course content is the same/similar for everyone participating and would be taught at the same time by the same instructor.

~~E.F.~~ **Faculty or Faculty Member:** “Faculty” or “Faculty Member” refers to personnel as defined in See University [Policy 6.0](#), as amended from time to time, and incorporated by reference.

~~F.G.~~ **Faculty Workload Plan:** A report that sets out the ICH and related information for each Faculty Member; it is submitted for appropriate approvals, as set out in this Policy.

~~G.H.~~ **Instructional Credit Hours (ICH):** Instructional Credit Hours (ICH) are calculated based on the Credit Hours, course type, Contact Hours, and/or student enrollment, as further set out in this Policy.

~~H.I.~~ **Student Credit Hours (SCH):** This is the sum of Credit Hours generated by all enrolled students in a given class.

~~I.J.~~ **USHE:** Utah System of Higher Education.

~~J.K.~~ **Course Type Definitions and Codes:**

1. **Applied Music (XAPL):** Private music lessons requiring one-on-one instruction and training.
2. **Conferences and Workshops (XCON):** Classes that are not part of the regular curriculum and/or are not taught on a full-term or equivalent to a full-term basis.
3. **Dissertation Credit (XDIS):** Faculty supervision of Dissertation Credit (for dissertation chair only).
4. **Dissertation/Doctoral Project and Clinical Training Supervision (XPCL):** Clinical supervision related to the Doctoral Program in Clinical Psychology.
5. **Increased Contact (XINC):** Courses requiring increased Contact Hours but not increased Faculty effort.
6. **Individualized Instruction (XINV):** Classes with no defined clock hours where students register term by term and credits offered may not exceed the published Credit Hour value of an equivalent standard fixed-credit class (e.g., directed readings, independent study/projects).
7. **Laboratory (XLAB):** Separate section laboratory setting course (can be credit or non-credit; four-credit ICH maximum).
8. **Music Ensembles (XENS):** Performance ensemble courses requiring Faculty to present a series of student performances as well as provide instruction.
9. **Nursing Clinical (XNCL):** Direct or indirect supervision of students during clinical/laboratory classes in the nursing program. Faculty Members are responsible for



scheduling, coordination, preparation, and supervision of each clinical and/or laboratory session, which may include direct instruction, evaluation, and documentation.

10. **Other (XOTH):** All other instructional activity that generates formal Credit or Contact Hours. To be used in rare circumstances where other course types are not appropriate.
11. **Regular Classes with Incorporated Lab (XLEL):** Standard fixed-credit classes where instruction occurs in a traditional classroom setting as well as in a laboratory setting.
12. **Regular Classes without Lab (XLEC):** Standard fixed-credit classes where instruction occurs in traditional classroom settings or distance education courses and where Credit Hours equal Contact Hours.
13. **Supervised Instruction (XSUP):** Faculty supervision at remote sites that generate Student Credit Hours (e.g., internships, clinical, cooperative education, and practicum).
14. **Teaching Supervision (XTSP):** Faculty supervision of student teaching fieldwork experience.
15. **Thesis Credit (XTHE):** Faculty supervision of thesis credit (for thesis chair only).

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#### IV. POLICY

##### A. Workload Expectation for Full-Time Faculty

1. **Workload Requirement:** The institutional teaching workload for University full-time Faculty shall be an average of 24 ICHs each year or 12 ICH each semester for tenured or tenure-track Faculty and 30 ICH each year or 15 ICH each semester for non-tenure-track Faculty.
2. The University expectation is no more than 15 unique ICH of Course Preparation per Faculty Member per academic year. Exceptions to this Policy may be made by Department Chairs in consultation with the affected Faculty Member and with the approval of the College/School Dean. Justification for such an exception may include, but is not limited to, Faculty expertise/qualifications and/or the instructional needs of the department.
3. **Other Expectations of full-time Faculty:** The standard teaching workload includes all course types, course delivery modalities, and Course Preparations. Faculty Members are also expected to assume other professional responsibilities such as advising/mentoring students, maintaining a minimum of five (5) publicly posted office hours per week, performing campus and public service, and engaging in scholarly and creative activities. Office hours may be face to face or virtual based on consultation with the Department Chair. Annual service on campus committees or workgroups (e.g., standing committees, ad hoc committees or workgroups, etc.) or off-campus committees (e.g., boards, professional organizations, etc.) is expected as part of the basic workload of a Faculty Member.

B. Workload Expectation for Adjunct/Part-Time Faculty

1. Workload Requirement: The institutional teaching workload for University Adjunct/Part-time Faculty is limited to less than 75% of a full-time lecturer ICH workload, depending on the department where the Adjunct/Part-Time Faculty teaches (e.g., <75% of 30 ICH or <75% of 24 ICH), as calculated on an annual basis from May through the following April. In most cases, Adjunct/Part-Time Faculty teaching load should not exceed nine (9) ICH per semester or the maximum allowed in this Policy per year. Exceptions should be approved through the Office of the Provost.

3-2. Other Expectations of Adjunct/Part-Time Faculty: The standard teaching workload includes all course types and course delivery modalities. Adjunct/Part-Time Faculty are also expected to maintain a minimum number of office hours per week, the number of which is established in consultation with the Department Chair based on total ICH that term. Office hours may be face to face or virtual based on consultation with the Department Chair.

B-C. ICH Calculations per Course Type

1. ICH shall be calculated following the methodology set forth by USHE for calculating Faculty Workload for state reporting.

Table 1: ICH Multiplier

<b>Student Enrollment<sup>1</sup></b>	<b>ICH Multiplier</b>
1 - 59	1
60 - 100	1.2
101 - 150	1.4
151 - 200	1.6
201 or more	1.8

<sup>1</sup> Student enrollment is determined by the number of students registered for the course at a specific point in time for a given purpose (e.g., Faculty Workload report or compensation).

Table 2: ICH Calculation

<b>Course Type<sup>2</sup></b>	<b>Calculation Source</b>	<b>ICH Calculation</b>
--------------------------------	---------------------------	------------------------

XLEC	USHE	Credit Hours × ICH Multiplier
XLEL	USHE	$((\text{Credit Hours} + \text{Contact Hours})/2) \times \text{ICH Multiplier}$
XLAB	USHE	$((\text{Credit Hours} + \text{Contact Hours})/2) \times \text{ICH Multiplier}$
XINC	SUU	Credit Hours
XSUP	USHE	SCH/20
XINV	USHE	SCH/10
XENS	SUU	Contact Hours
XAPL	SUU	Contact Hours × 2/3 × Student Enrollment
XTSP	SUU	SCH/5
XTHE	SUU	SCH/6
XDIS	USHE	SCH/3
XCON	SUU	<del>SCH/10 Credit Hours × ICH Multiplier</del>
XOTH	SUU	SCH/15
XPCL	SUU	SCH/3
XNCL	SUU	$((\text{Credit Hours} + \text{Contact Hours})/2) \times \text{ICH Multiplier}$

<sup>2</sup> Variable-credit courses will use SCH/enrollment rather than course Credit Hours.

- C. Exceptions to ICH Calculations: On very rare occasions, situations may arise that require exceptions to ICH calculations. Such exceptions will require the approval of the Department Chair, the Dean, and the Provost, after consultation with the Faculty Member. Justifications may include, but are not limited to, the type of course and accreditation requirements.
- D. Team Teaching: For team teaching by Faculty Members or administrators with academic rank, teaching one (1) or more classes shall receive a percentage of ICH proportionate to the

assignment (e.g., two instructors equally sharing the teaching load would each receive 50% of the ICH towards their workload).

E. Cross-listed Courses: ICH for a Cross-listed Course is computed as a single course.

F. Process and Responsibilities for Managing Workload

1. Department Chairs shall assign teaching activities for each Faculty Member after consultation with the Faculty Member. The workload associated with the activities shall comply with this Policy and any additional procedures, criteria, and calculations set forth at the College/School level by the Dean. Department Chairs may decide on the appropriate number of Course Preparations as part of the Faculty Members' other expectations and consider the same in managing workload; the number of Course Preparations will vary across and among departments. Each Faculty Workload Plan is subject to approval by the Dean.
2. The Department Chair shall assign Faculty Members to committees, after consultation with the Faculty Members. The assignment is subject to approval by the Dean.
3. Deans may implement College/School-level criteria and procedures to supplement, but not conflict with, this Policy that impact workload calculations, subject to the Provost's approval.
4. Each Dean will submit annual Faculty Workload Plans for all Faculty Members in their College/School to the Provost's Office by the second Friday of April of each year for review and approval for the following academic year.

G. Reassignment Time

1. Academic Administrators: For any instructional workload assigned to an academic administrator, that administrator shall receive ICH counted as their workload commensurate with the scope of the activity.
  - a. The administrative workload for a Department Chair is considered the equivalent of six (6) ICH of reassigned time per semester.
  - b. Administrative workload for Associate Department Chairs and Graduate Program Directors is the equivalent of three (3) ICH of reassigned time per semester.
2. Faculty Senate Leadership
  - a. The President of the Faculty Senate receives the equivalent of six (6) ICH of reassigned time per semester. The Vice-President of the Faculty Senate (President-Elect) and the immediate Past President each receives the equivalent of three (3) ICH of reassigned time per semester. This reduction must be coordinated by the Faculty Senate President, ~~and~~ the Faculty Senate Vice-President, and immediate Past President with their respective Department Chair, their Dean, and with the Provost.

### 3. Faculty

- a. The primary responsibility for Faculty Members is teaching. The Department Chair, along with the others in the approval chain, shall consider this primary teaching role when considering reassigning a Faculty Member from a teaching assignment.
- b. Upon the approval of the Department Chair, the Dean, and the Provost, and after consultation with the Faculty Member, the Department Chair may reassign the Faculty Member from their normal workload to complete special duties and studies for the University, department, or program. Such activities may include, but are not limited to, teacher licensing, accreditation, university leadership assignments, curriculum development, research, studies, program assessments, and other relevant activities.
- c. In the rare event that the reassignment impacts the Faculty Member's ability to meet promotion and tenure (P&T) criteria, a written record of the reassignment stipulating any exceptions or waivers to P&T criteria, signed by the Provost, Dean, Department Chair, and Faculty Mentor Team will be provided to the Faculty Member prior to the reassignment. The applicable Faculty Member shall have responsibility for clarifying any impact prior to the reassignment.

#### H. Instructional Overloads

1. A Department Chair may make a request for Instructional Overload assignment for a full-time Faculty Member, after consultation with the Faculty Member. The request for Instructional Overload is subject to the approval process for instructional overload budget approvals outlined in SUU [Policy 6.9](#).
2. A Faculty Member or administrator with academic rank, in a semester when they are under contract, shall teach no more than six (6) ICH as an Instructional Overload. This includes, but is not limited to, associated laboratory classes and/or courses offered through self-support.
3. During a semester when a Faculty Member is not under contract, their teaching workload will total no more than 18 ICH.
4. Overloads for Faculty Members on reassignment, overloads for Faculty Members on sabbatical leave, and/or any exceptions to these maximum ICH are subject to the approval of the Provost.

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#### V. RELEVANT FORMS/LINKS

N/A

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#### VI. QUESTIONS/RESPONSIBLE OFFICE

The responsible office for this Policy is the [Provost/Vice President for Academic Affairs](#).

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## **VII. POLICY ADOPTION AND AMENDMENT DATES**

**Date Approved:** [June 15, 2001](#)

**Amended:** [May 6, 2011](#); [May 4, 2012](#); [May 3, 2013](#); [January 31, 2014](#); March 25, 2022

## **POLICY #5.32**

**SUBJECT:** Part-Time and Temporary Employment

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### **I. PURPOSE**

The purpose of this Policy is to establish policy and guidelines for part-time and temporary employment.

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### **II. REFERENCES**

- A. Southern Utah University [Policy 6.0 Definition of Faculty](#)
  - B. Southern Utah University [Policy 6.27 Faculty Workload](#)
  - C. Southern Utah University [Policy 8.2 Benefits](#)
  - D. Southern Utah University [Policy 8.5.1 Overtime \(non-Exempt Personnel\)](#)
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### **III. DEFINITIONS**

- A. **Adjunct Faculty Employees:** Positions within Academics that teach for-credit courses not taught by full-time faculty, as defined by University [Policy 6.0](#).
  - B. **Hourly Non-Student Employees:** Does not meet the definition of an Hourly Student Employee as defined below.
  - C. **Hourly Student Employees:** Enrolled for six (6) or more credit hours during the Fall and Spring semesters of the academic year and making satisfactory progress towards the completion of a degree. To qualify as an hourly student if hired during the Summer, individual must be admitted and enrolled for the preceding Spring semester, current Summer semester, and/or upcoming Fall semester. The two (2) classifications of Hourly Student Employees are Regular (paid 100% by the department hiring/employing the student) and Work Study (wages subsidized by Financial Aid up to defined criteria established through a student's FAFSA information).
  - D. **Instructional Credit Hour (ICH):** An Instructional Credit Hour is derived from a calculation based on the course type, contact hours, and number of credits of a course.
  - E. **Shakespeare Hourly Employee:** Contracted to work for the Utah Shakespeare Festival in a limited, seasonal, and/or temporary position outside of the Acting Company, Stage Managers, and/or Musicians. Positions eligible for overtime pay; can have either student or non-student designation.
  - F. **Shakespeare Seasonal Employees:** Contracted to work for the Utah Shakespeare Festival in a limited, seasonal, and/or temporary capacity as a member of the Acting Company, Stage Managers, and/or Musicians. Positions exempt from overtime by Fair Labor & Standards Act.
-

## IV. POLICY

### A. Hiring and Employment

1. For the benefit of our students, hiring preference for all part-time campus positions, except Adjunct Faculty and Shakespeare positions, will be given to those with active SUU student status. Hiring/maintaining an Hourly Non-Student Employee requires the approval of Human Resources.
2. Supervisors have full authority to hire and terminate part-time and temporary employment. Documentation on terminations may be requested and forwarded to the Human Resources Office.
3. All Hourly positions are advertised through Human Resources' Employment website. Each position will be advertised for a minimum of three (3) business days before an applicant is hired. Departments are also strongly encouraged to post Adjunct Faculty positions through Human Resources.
4. If the selected applicant has never worked at SUU or has not been employed at SUU within the past 12 months, the applicant will complete a Payroll Action Form (PAF) along with Federal W-4 and I-9 forms, prior to starting employment. Human Resources will verify this information and secure additional signatures if required. At this time, the selected applicant will also receive information on the SUU Drug-Free Workplace Policy, Anti-Harassment Policy, and other employment information relating to part-time employment (direct deposit, pay dates, timesheet entry, benefit ineligibility, employee resources, etc.).
5. If the selected applicant has worked for SUU within the last 12-month period, the paperwork noted in IV.A.4. will be on file. Therefore, the supervisor will submit an Electronic Personnel Action Form (EPAF).
6. Hourly Student Employees who are work-study recipients, as determined by the Federal government and administered by SUU Financial Aid, are awarded a specific dollar amount of Work Study funds. Hourly wage dollars earned from Work Study funds cannot exceed the award amount. Once Work Study funds are exhausted, it is the responsibility of the employing department to transition the employee to a regular hourly position if employment is to continue and funding is available. Students are limited to one (1) active Work Study job at a time.
7. All employees will be paid at least the federal minimum wage with two levels of department approval required on all applicable hiring paperwork. Any hourly wage greater than two times the federal minimum wage will require the approval of the appropriate Vice-President or President.

### B. Work Hours and Benefits

1. All part-time hourly & Shakespeare Seasonal employees are limited to no more than two active positions open at any given time and are capped at 1,500 total work hours in any



rolling 12-month measurement period (e.g. May – April, July – June, January – December, etc.).

- a. Student hourly positions may work up to an average of 20 hours per week on campus during Fall and Spring semesters when classes are in session. Hours per week should not exceed 40 when classes are not in session or in the Summer term or holiday / vacation breaks without department approval. Hours worked above 40 per week will be paid at overtime levels as defined by [Policy 8.5.1](#).
  - b. Hourly non-student employees may work up to an average of 29 hours per week. Hours per week should not exceed 40 without department approval. Hours worked above 40 per week will be paid overtime levels as defined by [Policy 8.5.1](#).
  - ~~c. Adjunct Faculty are limited to less than 75% of a lecturer ICH workload per semester, depending on the department where the adjunct teaches (e.g. <75% of 15 ICH or <75% of 12 ICH, depending on that department's lecturer ICH workload as governed by [Policy 6.27](#)).~~
2. Hourly Student Employees and those Adjunct Faculty & Shakespeare employees who are enrolled at SUU for six (6) credit hours or more are exempt from FICA Social Security and Medicare taxes during the Fall and Spring Semesters so long as they maintain their student status as defined by this Policy. Their overall wages from these jobs are also not covered by any program of unemployment or retirement. These positions, however, are covered by the University's Workers Compensation program.
  3. Wages earned by Hourly employees and those Adjunct Faculty and Shakespeare Seasonal employees who are not enrolled at SUU or enrolled at SUU for less than six (6) credit hours are subjected to FICA Social Security and Medicare taxes during the entire academic year. In addition, these wages are eligible for unemployment benefits and covered by the University's Workers Compensation program, but not covered by any other benefits described in policy.
  4. Departments are responsible for the monitoring/tracking of hours to remain in compliance with this policy. Departments, in conjunction with Human Resources, may make recommendations with regards to terminations and future benefit eligibility of its part-time and temporary employees.

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## V. RELEVANT FORMS/LINKS

- [Human Resources Portal](#)

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## VI. QUESTIONS/RESPONSIBLE OFFICE

The responsible office for this Policy is the [Vice President for Finance and Administration](#). For questions about this Policy, contact the [Office of Human Resources](#).

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## VII. POLICY ADOPTION AND AMENDMENT DATES

**Date Approved:** July 27, 1990

**Amended:** [December 3, 2002](#); [February 19, 2009](#); [October 15, 2010](#); [August 23, 2011](#); [June 13, 2013](#); [August 22, 2014](#); January 18, 2019

## **POLICY #6.0**

**SUBJECT:** Definition of Faculty

---

### **I. PURPOSE**

The purpose of this Policy is to define and differentiate the various categories of “faculty” recognized at Southern Utah University and to outline the employment terms inherent in each Faculty designation.

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### **II. REFERENCES**

- A. ~~Southern Utah University [Policy 5.32 Part-Time and Temporary Employment](#)~~
  - B. ~~A.~~ Southern Utah University [Policy 6.1 Faculty Evaluation, Promotion and Tenure](#)
  - C. ~~B.~~ Southern Utah University [Policy 6.27 Faculty Workload](#)
- 

### **III. DEFINITIONS**

- A. **Faculty:** The Faculty consist of personnel appointed by the University for the purpose of carrying out one or more of the following primary functions of the university: academic instruction and technical training, and enlargement of knowledge through scholarly or creative activity. Included are personnel whose appointments carry the titles of professor, associate professor, assistant professor, instructor, clinical Faculty, emeritus Faculty, professional-in-residence, visiting Faculty, lecturers, and adjunct Faculty.

Selected members of the administration may also hold Faculty status and rank if recommended by appropriate departmental Faculty and approved by the Board of Trustees as per SUU policy.

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### **IV. POLICY**

- A. Faculty hold professional positions which are exempt from overtime provisions of the Fair Labor Standards Act requirements.
- B. Faculty positions are established in academic departments and in the library of the University.
- C. Faculty members receive appointments in one of the following four (4) separate categories: 1) tenured or tenure-track appointments, 2) term appointments without eligibility for tenure, 3) special appointments without eligibility for tenure, and 4) emeritus appointment. The selection of persons to fill positions in any of the categories defined below should be carried out in a manner consistent with established criteria and in accord with University commitments to affirmative action and equal opportunity.
  - 1. Tenured and Tenure-Track Faculty: An employment status in a budgeted and full-time (nine [9] months or more) instructional or library position in a department, and holding

academic ranks as a professor, associate professor, or assistant professor either with tenure or tenure-track pursuant to [Policy 6.1](#), individuals in administrative positions may also hold a Faculty position and be awarded tenure in an academic program. Tenured and tenure-track Faculty are expected to engage in teaching, scholarship/creative activities, and service as per [Policy 6.1](#). They also have the responsibility for approved University curriculum and the learning quality of courses. Benefits of full-time status are accorded.

Initial appointments to the rank of assistant professor or to a higher academic rank require the terminal degree in the teaching discipline. In exceptional cases, prominence in the field in which the Faculty member will have primary teaching responsibility may substitute for a terminal degree. Indicators/attributes for prominence and experience are articulated at the time of hiring by the search committee and the Department Chair, and are subject to action by the Dean and Provost.

2. Term appointments without eligibility for tenure:
  - a. Lecturer: Initial appointments to the rank of lecturer or to a higher academic lecturer rank (assistant professor, associate professor) require a master's degree in the discipline (or a master's degree and 18 graduate hours in the field) in which the Faculty member will have primary teaching responsibility. Further, these Faculty members are expected to provide service to the University, college and/or department. Employment contracts for these Faculty members are annually renewed and may be determined for up to five (5) years, with a potential for renewal. Benefits of full-time status are accorded.
  - b. Clinical Faculty: Professionally licensed and/or credentialed individuals whose primary instructional contribution is supervising students in on-site clinical practicum, residency, and internship programs. Clinical Faculty provide course instruction as deemed necessary by the department, and maintain some engagement in professional clinical practice.

Part-time Clinical Faculty are appointed to the rank of Clinical Instructor, and have no expectation of rank advancement. Part-time Clinical Faculty are appointed to temporary contracts, based on departmental need.

Full-time Clinical Faculty are appointed to the rank of Assistant Clinical Professor, Associate Clinical Professor, or Clinical Professor depending on their professional experience and qualifications, years of service to SUU, and departmental criteria. Clinical Faculty ranks are awarded by the department chair, in consultation with program Faculty, the Dean, and the Provost's Office. Applications for rank advancement follow departmental policies.

Clinical Faculty appointments do not lead to tenure but those holding part-time or full-time positions may serve on department committees, and represent their departments in governance proceedings. Examples of Clinical Faculty may

include student teacher supervisors, cooperative teachers, clinical supervisors, etc. Clinical Faculty have an expectation of ongoing employment, with an initial appointment of up to three (3) years. Contracts for the rank of Assistant Clinical Professor shall not exceed three (3) years, and are renewable. Contracts for individuals at the rank of Associate Clinical Professor or Clinical Professor should not exceed five (5) years, and are renewable. Annual reviews and promotion decisions for Clinical Faculty are made at the department level within their program, in consultation with the Dean over the academic department or College/School. The expectation of current licensure is required for continued employment.

- c. Adjunct/Part-time Faculty: Individuals having professional or specialized training, employed on a temporary or part-time basis, to provide instruction or instructional related services for one or more credit bearing courses. Such appointment has no significance for achieving or holding tenure. An adjunct Faculty must be appointed by an academic Dean for a specific period of time, but usually on a semester-by-semester basis. Conditions for appointment as an adjunct Faculty member at the University are that the individual will have at least a master's degree in the teaching field or a master's degree and 18 graduate credit hours in the teaching field or that the individual brings a special expertise or honor to a program or academic unit.

~~Adjunct Faculty are limited to less than 75% of a lecturer Instructional Credit Hour (ICH) workload per semester, depending on the department where the adjunct teaches (<75% of 15 ICH or <75% of 12 ICH, depending on that department's lecturer ICH workload as governed by Policy 6.27). See Policy 5.32.~~

Appointees to these positions shall not have the right to vote on matters relating to appointments, retention, tenure, or promotion. Appointees shall not be counted among the number of Faculty members in a representation area for purposes of apportioning membership in the Faculty Senate, shall not be eligible for election to the Faculty Senate, and shall not be eligible to vote for members of the Faculty Senate

3. Special appointments without eligibility for tenure:
  - a. Professional-in-Residence: A professional-in-residence or artist-in-residence requires prominence and experience in the field the appointee will be teaching, or a specialized certification in the discipline. Indicators/attributes for prominence and experience are articulated at the time of hiring by the Department Chair, and are subject to action by the Dean and Provost.
  - b. Visiting Faculty: An employment status of intermittent or limited duration in a department. The appointment may be honorary, distinguished or made on the basis of extensive experience in a discipline. Visiting Faculty receive and are accorded full benefits and may be listed among departmental Faculty in

University publications. Degree requirements are those demanded by the appropriate department, but a minimum of a master's degree is required in the teaching field or a master's degree and 18 credit hours in the field. The department specifies expectations of instruction, scholarship, and service.

4. Emeritus Faculty: An honorary status bestowed upon Faculty who have formally and officially retired from the University pursuant to policy and who are accepted by the department as emeriti. University benefits are limited to those specified at the time of retirement. Emeritus status does not preclude individuals from accepting positions as part-time Faculty or adjunct/wage-rated Faculty as defined.

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#### **V. RELEVANT FORMS/LINKS**

N/A

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#### **VI. QUESTIONS/RESPONSIBLE OFFICE**

The responsible office for this Policy is the [Provost/Vice President for Academic Affairs](#).

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#### **VII. POLICY ADOPTION AND AMENDMENT DATES**

**Date Approved:** May 4, 2001

**Amended:** [May 6, 2005](#); [January 18, 2019](#); August 12, 2021



UTAH SYSTEM OF  
HIGHER EDUCATION

November 3, 2023

# MEMORANDUM

## Campus Safety Reports

In accordance with Board Policy [R262, Student Safety](#), USHE institutions have submitted their annual Campus Safety Reports. Per section 3.6 of the policy, these reports include the following elements:

- 3.6.1. **Instructions on where an individual can locate the institution’s policies and publications** related to claims of sexual misconduct, which include sexual assault, domestic and dating violence, sexual harassment, and stalking.
- 3.6.2. Institution and community resources for a victim of sexual misconduct.
- 3.6.3. The rights of a victim of sexual misconduct, including the measures the institution takes to ensure unless otherwise provided by law, victim confidentiality throughout all steps in the reporting and response to a covered offense.
- 3.6.4. How the institution informs the campus community of a crime that presents a threat to the campus community.
- 3.6.5. Availability, locations, and methods for requesting assistance from security personnel on **the institution’s campus**.
- 3.6.6. Guidance on how a student may contact law enforcement for incidents that occur off campus.
- 3.6.7. A description of the efforts that the institution made in the preceding 18 months and expected to make in the upcoming 24 months to improve campus safety measures, including **efforts to improve the institution’s response to allegations of sexual misconduct and increased and/or improved services to victims of sexual misconduct**.
- 3.6.8. A description of coordination and communication between institution resources and organizations, including campus law enforcement.
- **3.6.9. A description of the institution’s coordination with local law enforcement or community resources, including coordination related to a student’s safety at an off-campus location.**
- 3.6.10. How the institution requires a student organization to provide campus safety training as required by Utah Code Section 53B-28-301(5).

### Commissioner’s Recommendation

This is an information item only; no action is required.

Attachment

NUMBER: 537

SUBJECT: HEALTH AND SAFETY PLAN

APPROVAL DATE OF LAST REVISION: AUGUST 15, 2005; JANUARY 24, 2011; NOVEMBER 23, 2015; JUNE 19, 2017, APRIL 23, 2018, NOVEMBER 19, 2019; JUNE 22, 2020; JUNE 21, 2021; JUNE 20, 2022; JUNE 26, 2023

SOURCE(S): UTAH SYSTEM OF HIGHER EDUCATION, POLICY 220; STATE OF UTAH, CAMPUS SAFETY AMENDMENTS, 53B-28-401-2; COUNCIL ON OCCUPATIONAL EDUCATION (COE), STANDARD 6; UTAH FIRE AND RESCUE ACADEMY ACCREDITATION; WORKERS' COMPENSATION

PAGE 1 OF 6

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### **537.1 – PURPOSE**

The college takes reasonable precautions to ensure the health and safety of its employees, students, and guests; maintain readiness in cases of sickness, accidents, and emergency health care needs; and ensure the safety of facilities, equipment, and other property. The college accepts the responsibility for leadership in health and safety issues, effectiveness and improvement, and providing the necessary safeguards to ensure a safe and healthy environment.

The college shall maintain the right to require, by a health care/mental health professional, physical examinations and testing of employees when questions of health and safety arise, which are directly job-related. Examinations and diagnostic tests required by the college will be at no expense to the employee.

### **537.2 – PLAN EVALUATION AND DISTRIBUTION**

The college subscribes to recognized standards for health, safety, fire protection, and other incidents. It is the responsibility of employees, supervisors, administrators, and all other persons in authority to provide for safety in the environment and operations under their control.

This plan is evaluated/revised with input from employees on an annual basis. The college's administrative staff review the strategic planning survey results at least annually and make improvements to health and safety concerns as necessary. This plan is distributed to employees and is available to Administration, faculty, staff, and students on the college website.

#### **537.2.1 – COLLEGE PROGRAMS**

The college develops and implements safe programs consistent with best practices for education with the advice and recommendations of the Utah Division of Risk Management. All programs strive to reduce risks to employees, students, and guests continuously and improve the prevention of illnesses and injuries. To accomplish these tasks, the college shall require the full cooperation of all employees, students, and guests.

#### **537.2.2 – SICKNESS, ACCIDENTS, AND EMERGENCY HEALTH CARE NEEDS**

Employees, students, and guests have primary responsibility for their own personal health and safety in regards to sickness, accidents, and emergency health care needs. In addition, employees are required to participate in all safety, health, and accident prevention programs directly related to their job responsibilities and work environment.

Employees, students, and guests who develop a fever or symptoms of an illness should stay home to prohibit the spread of disease. In the event of a widespread outbreak, the college will follow the guidance provided by the Centers for Disease Control and Prevention (CDC), the State of Utah, and the Bear River Health Department. Common precautions include:

- Stay home if ill
- Wash hands often with soap and water for at least 20 seconds
- Use an alcohol-based hand sanitizer
- Cover mouth with tissue or sleeve (not hands) when coughing or sneezing
- Avoid touching nose, eyes, and mouth
- Clean and disinfect frequently



NUMBER: 537

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PAGE 2 OF 6

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### **537.2.3 – FOOD SERVICES**

Employees within food services-related departments are required to obtain a food handler's permit from their local health department within 14 days of entering or engaging in the manufacturing, preparation, or handling of food or drink. As per the requirements of the program, employees may obtain a Food Safety Manager Certificate. The college follows guidelines of the State of Utah by renewing permits/certificates.

Certificate-seeking students enrolled in the Meat Services program will obtain a Utah Food Handlers Permit before graduation from the program in preparation for employment. Certificate-seeking Culinary Arts students are required to obtain the Food Safety Manager Certificate.

### **537.2.4 – PLANT OPERATIONS**

Applicants, who have received offers of employment for positions entailing potential exposure to hazardous chemicals or materials, or requiring heavy physical exertion, may be required to obtain a physical examination prior to beginning employment. Employees may be required to obtain and keep a current Commercial Driver's License (CDL), if necessary, as a condition of employment.

### **537.2.5 – HAZARDOUS AREAS**

The Occupational Safety and Health Administration (OSHA) was established in 1972 to protect people's health and safety while at work. Standards are split into various categories of work, including construction and general industry. Since a state-run OSHA program covers the college, there are additional regulations above and beyond the federal OSHA rules. These regulations may be found on the Utah Labor Commission website. The purpose of all these standards is to provide the minimum requirements for the workplace that will provide a reasonably safe and healthy work environment. The college's goal is to work with employees and students to ensure they have a healthy and safe work environment that allows them to perform their work and comply with the applicable safety and health regulations.

### **537.2.6 – THREATS OR ACTS OF VIOLENCE**

Instructors may recommend probation, suspension, or dismissal and may physically remove any student who is a clear and present danger to themselves or others. Behaviors warranting probation, suspension, dismissal, or physical removal could be any behavior that unreasonably disrupts or otherwise interferes with the rights of other students to pursue an education or interferes with an instructor's ability to teach. This includes disrespectful, abusive, or threatening behavior by a reasonable person toward other students, faculty, staff, or other college representatives.

### **537.3 – PROCEDURE FOR REPORTING AND INVESTIGATING ACCIDENTS AND INCIDENTS AFFECTING HEALTH AND SAFETY**

Employees are required to immediately report any college-related sickness, accidents, or emergency health care needs to their supervisors and Human Resources. Employees, or their department head or immediate supervisor, are required to complete forms for all work-related accidents or injuries within a reasonable time (generally within 24 hours) after the accident.

The college uses the following communication forms: Incident Report, Critical Incident Student Letter, and a Blood and Other Potentially Infectious Materials (OPIM) Exposure Report Form.

NUMBER: 537

SUBJECT: HEALTH AND SAFETY PLAN

APPROVAL DATE OF LAST REVISION: AUGUST 15, 2005; JANUARY 24, 2011; NOVEMBER 23, 2015; JUNE 19, 2017, APRIL 23, 2018, NOVEMBER 19, 2019; JUNE 22, 2020; JUNE 21, 2021; JUNE 20, 2022; JUNE 26, 2023

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PAGE 3 OF 6

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An Incident Report should be completed for any accident, injury, or illness.

If the incident involves a student, a Critical Incident Student Letter is given to the student detailing instructions, should the student need financial assistance. The School Time Accident Medical Policy Claim Form is provided upon a student's request for financial assistance.

For an incident involving bodily fluids or dirty needle sticks, a Blood and Other Potentially Infectious Materials (OPIM) Exposure Form is completed.

Any potentially dangerous situations must be reported immediately to the college president, any vice president (VP), any department head, or Human Resources. All reported incidents are recorded and investigated with mitigation strategies identified to prevent reoccurrence. Reports or incidents warranting confidentiality will be handled appropriately, and information will be disclosed to others only on a need-to-know basis. Parties involved in a situation will be counseled, and the results of investigations will be discussed with them. College personnel will actively intervene at any indication of a possibly hostile or violent situation.

#### **537.4 – CAMPUS HEALTH AND SAFETY RESOURCES**

##### **537.4.1 – EMERGENCY RESPONSE BOOKLETS**

Emergency response booklets are available in offices, classrooms, and labs throughout the building, with steps for sickness, accidents, emergencies, and/or other campus safety concerns.

##### **537.4.2 – FACULTY, STAFF, AND STUDENT HEALTH CLINIC**

Because of the short-term nature of training at the college, student health insurance, and clinics are not available. Students are referred to local hospitals, WorkMed, clinics, and health care providers. Note: Intermountain WorkMed is the preferred healthcare provider for work incidents. Please see Human Resources for more information.

##### **537.4.3 – INSURANCE**

It is the intent of the college to see that students attending classes have medical coverage in case of school-related accidents. Coverage provides a limited accident insurance benefit for school-related accidents that supplements the student's own medical insurance coverage. In cases where the student or student's family does not have coverage, this plan will cover reasonable medical expenses up to \$1,000 per incident. If another plan already covers the student, the plan will cover the number of disallowed charges and/or the deductible from the student's other coverage up to \$1,000 per incident. Students must have completed the registration procedures with Student Services and be actively enrolled in courses to qualify for the limited accident insurance benefit.

Employee insurance coverage assistance is available in Human Resources; for more information see Policy 345 *Benefits-Benefits-Eligible Employees* and Policy 364 *Workers' Compensation*.

NUMBER: 537

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PAGE 4 OF 6

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### **537.5 – RESPONSIBILITY OF COLLEGE PERSONNEL**

#### **537.5.1 – SUPERVISORS AND DEPARTMENT HEADS**

Supervisors and department heads are responsible for being continuously cognizant of the health and safety needs of their employees and for initiating necessary prevention measures to control health and safety hazards associated with activities under their direction.

#### **537.5.2 – RISK MANAGEMENT COMMITTEE**

The Risk Management Committee is responsible for monitoring working conditions, evaluating potential health and safety hazards, and assisting with investigating accidents and injuries in conjunction with the Utah Division of Risk Management.

#### **537.5.3 – HUMAN RESOURCES**

It is the responsibility of Human Resources to regularly review critical incidents and to investigate and suggest actions to prevent reoccurrence.

### **537.6 – CAMPUS SAFETY AMENDMENTS**

Under the direction of the Utah System of Higher Education (USHE) by authority of the State of Utah, the college develops campus safety plans and training that comply with all federal and state laws and all applicable accreditation standards. Specifically, it addresses covered offenses, which include sexual assault, domestic violence, dating violence, and stalking.

#### **537.6.1 – PLAN REQUIREMENTS**

1. The college is committed to providing an environment free from acts of sexual misconduct that fosters the respect and dignity of all members of the community. All forms of sexual assault and misconduct interfere with this mission. Policies and procedures related to covered offenses can be found on the college website. Additional information may be found on the Consumer Information web page in the Annual Security Report and Campus Crime Statistics or from Student Services.
2. College and community resources for a victim of a covered offense may be found on the *Community Resources* web page (e.g., crisis hotline, community counseling, family services, and victim/survivor services).
3. Confidentiality rights of a victim shall be protected throughout all steps of the reporting process by college personnel who may have an incident reported to them, except where otherwise provided by law. The measures the college takes to ensure victim confidentiality include having confidential secure files and trained investigators.
4. The college informs the campus community of a crime that presents a threat by using a campus alert system that sends voice, text, and email messages to students, faculty, and staff.
5. Availability, locations, and methods for requesting the assistance of security personnel on the college's campuses may be found in the emergency response booklet posted in offices, classrooms, and labs throughout the college.

NUMBER: 537

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PAGE 5 OF 6

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6. For incidents that occur off-campus, 24-hour support is available through local law enforcement agencies or statewide through the SafeUT app, website, or direct line.
7. The college's efforts related to increasing campus safety, including the institution's increased response in providing services to victims of a covered offense are included below. These efforts are for the preceding 18 months and the upcoming 24 months:

**Accomplishments**

- Vector contracts secured which provide educational resources
- Mental health training provided by Bear River Mental Health
- Investigator training attended to better respond to covered offenses
- Employee emergency notification and response training
- Regular testing of the lockdown and fire alarm systems
- Diversity, equity, and inclusion training for faculty and staff
- JED Foundation site visit
- Reviewed and incorporated JED suggestions into the BTECH Strategic Plan
- Title IX training held for key personnel

**Goals**

- Continue review of campus safety in conjunction with the college's resource officer
  - Continue training for better awareness and response
  - Continue awareness of student basic needs and advocate for expansion of community resources
  - Provide Title IX training for key personnel
  - Provide sexual harassment training to employees
  - Provide Mental Health First Aid training
8. The college coordinates and communicates with local resources and organizations, including community law enforcement. The college utilizes communication capabilities through SafeUT, the statewide school safety and crisis line.
  9. The college coordinates with local law enforcement or community resources, including coordination related to student safety at off-campus locations. Campus security is available through community law enforcement.
  10. The college does not currently have student organizations as defined by the USHE, so no campus safety training for student organizations is required.

**537.6.2 – POSTING AND UPDATING**

Policy 537 *Health and Safety Plan* is posted on the college website, and hard copies may be obtained at each campus. The plan is annually reviewed with input provided by employees and other stakeholders and is updated as necessary. See section 537.2.

NUMBER: 537

SUBJECT: HEALTH AND SAFETY PLAN

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PAGE 6 OF 6

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**537.6.3 – SAFETY TRAINING CURRICULUM**

The college has developed a campus safety training curriculum that addresses awareness and prevention of covered offenses, including information on college and community resources for a victim of a covered offense, bystander intervention, and sexual consent. The college contracts with a third-party higher education provider that delivers training to prevent covered offenses, encourage bystander intervention, and obtain sexual consent. This training is provided to students, faculty, and staff yearly.

**537.6.4 – STUDENT ORGANIZATIONS**

The college does not currently have student organizations; therefore, no campus safety training for student organizations is required.

**537.6.5 – RESOURCE IDENTIFICATION**

The Utah Board of Higher Education shall identify resources the college may use to develop a campus safety training curricula.

**537.6.6 – ANNUAL REPORTING**

The college shall report to the Office of the Commissioner on the implementation of this policy, upon request.



# Davis Technical College

## Health and Safety Plan

Updated: September 06, 2023  
January 23, 2023  
January 9, 2023  
November 8, 2019  
Reviewed: January 9, 2023  
August 25, 2021

### Health, Safety and Safety Contact Information

Internal Emergency: Call extension 7911 or 911

External Emergency: Call 801-593-7911 or 911

Security Concerns: 801-593-2430 ([kristin.culley@davistech.edu](mailto:kristin.culley@davistech.edu))

### Health and Safety Statement

Health and safety at the Davis Technical College (“the College”) is undertaken in accordance with relevant institutional, industrial, and governmental agency regulations. This plan is intended to promote a safe, secure, and healthy learning and work environment. This plan outlines the protocol for the management of the health and safety of employees and students in cases of sickness, accident, fire, emergency, evacuation, security, and safety on campus and is updated annually. A Health and Safety Committee, led by the Safety and Risk Manager, is comprised of select employees and one student representative that meets quarterly.

### References

- Federal Emergency Management Agency ([FEMA](#))
- Federal Clery Act
- Occupational Safety and Health Administration ([OSHA](#))
- [Utah Division of Risk Management](#)
- Campus Safety Amendments [Utah State Code Section 53B-28-301](#)

### Emergency Operations Plan<sup>1</sup>

This resource outlines procedures for responding to emergencies and meets Federal Emergency Management Agency (FEMA) requirements. It contains roles and responsibilities of the Emergency Operations Team including incident response, emergency action, emergency guidelines, threat assessment, and fire safety.

### Utah Division of Risk Management

This state division provides liability, property, and vehicle insurance coverage for the College and all state agencies. The division requires those insured to complete an annual inspection to help agencies recognize and eliminate hazards that can affect the public, employees, and property.

### Employee Health Resources

Employees at the College have access to the following health resources:

- The Exercise and Health Activity Policy and Procedures Access (to access the exercise facilities).
- Health information sent to employees from the Human Resources office.
- Healthy Utah resources that include on and off-site services and incentives.

### Emergency Notification

The College uses a third-party mass notification system which is regularly updated with student and faculty contact information. The system is used to notify students and employees of campus-wide emergencies or closures via text message, voice message, and/or email. The College administration regularly tests the system to verify that it meets our needs. Employees and students are responsible to ensure that their contact

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<sup>1</sup> Funding for this plan will be provided through a combination of the safety and risk department’s budget, facilities budget, and other departments directly affected by this plan.

information is up-to-date and accurate. Employees, students, or parents of students can opt-in or out of the Emergency Notifications System by visiting <http://www.davistech.edu/safety> and clicking on the tab “Opt-in/out” located on that page.

### **Campus Access**

The College hours of operation and event calendar are available to employees and the public on the College website. Students and employees will be notified of emergency campus closures and reopening through the Emergency Notification System, social media, and the College’s website. Closures may also be announced through the news media.

### **Annual Security Report**

An [Annual Security Report](#) is available to the public on the College’s web page under *About>Consumer Information*. The report is developed by the Campus Security and Risk Management Coordinator based on information provided by the Kaysville City and Clearfield City Police Departments. The Annual Security Report is published in November.

### **Smoking**

In accordance with the Davis County Board of Health Regulations, the College is a smoke- free campus in all common areas. Smoking is allowed only in designated areas and violators may be cited under [Utah Code 26A-1-123](#). Students under the age of 21 years old are prohibited from possessing any e-cigarettes or tobacco in any form as per [Utah Criminal Code 76-10-105](#).

### **Procedures for Investigating Incidents**

All incidents on campus are followed-up with an Incident Report, which is available at <http://www.davistech.edu/safety>. The College Health and Safety Committee evaluates the incident and response to determine if further action or improvement in safety practices is needed. Incident Reports are completed by instructors, supervisors, or students.

### **Instructor Responsibility**

Instructors oversee safety training for students and enforcement of safety in the classroom, lab, and shop areas. Instructors record student safety training in the student information system to be included in the student record. Students must comply with safety training and practices.

### **Student Responsibility**

Safety instruction is an integral part of the College's programs. It is the responsibility of the student to adhere to institutional policies and procedures relating to student conduct and campus health and safety. Students are also responsible for personal safety and the safety of others in their area of training and for as well as reporting and/or resolving any health, safety, or security concerns to their instructor. Violation of these standards may result in discipline or the imposition of sanctions. The following protocols define what to do in case of emergency.

### **Employee Responsibility**

As defined in the [Occupational Safety and Health Act, P.L. 91-596 of 1970](#), all persons are required to understand the safety and health requirements of their specific area of training and employment. Safety instruction is an integral part of the College's programs and is each person’s responsibility to adhere to institutional policy and procedures relating to conduct and campus health and safety. Employees are responsible for personal safety and the safety of others in their area of training and for immediately reporting and/or resolving any health, safety, or security concern to their supervisor. Violation of these standards may result in an imposition of sanctions or discipline. The following protocols define what to do in case of emergency. Employees will inspect instructional equipment and supplies regularly to ensure they meet



appropriate and required safety standards. Unsafe equipment or supplies will be promptly reported, shut down, lockedout and tagged out if necessary, or removed, repaired, or replaced as needed.

### **Safety Resources**

Safety Resource signs identify the location of program specific safety resources such as sharps disposal, Safety Data Sheets (SDS), and eye wash stations. First aid kits are located in each program. First aid kits and AEDs are also located in designated areas in each building on campus. Directors, managers, and supervising staff members will ensure departmental employees have required safety resources. An Emergency Guidelines Quicklist will be provided to employees with procedures for basic emergency response.

### **Fire**

If you see a fire, activate the alarm at the pull station and vacate the building immediately. Do not return to the building until an “all clear” from security or the fire department has been given and the alarm ceases.

To report a fire:

- Evacuate the building.
- Dial **911** to report the fire.
- After calling **911** report the fire to the Security and Risk office by calling extension **7911**, or **801-593-7911** from any phone, and give the location.

### **Behavioral disturbance or any other issue that requires security intervention.**

A behavioral disturbance can be either verbal or physical. If you observe a behavioral disturbance, suspicious behavior or any other issue that requires urgent security assistance on campus, report your specific observations as follows:

- Call extension **7911**, or **801-593-7911** from any phone, and give the location.

### **Medical Emergencies**

Report minor medical emergencies to your instructor or another The College employee. For a life-threatening medical emergency, or if you are unsure dial **911**:

- After calling **911**, dial extension **7911**, or **801-593-7911** from any phone, and give the location.

### **Internal/External Threat Situation**

In the event of an active assailant/active shooter incident the “**LOCKDOWN**” safety protocol will be implemented. **CALL 911 WHEN IT IS SAFE TO DO SO**

#### **RUN**

- Have an escape route and plan in mind.
- Leave your belongings behind.

#### **HIDE**

- Hide in an area out of the shooter’s view.
- Block entry to your hiding place and lock the doors.
- Silence your cell phone.

#### **FIGHT**

- As a last resort and only when your life is in imminent danger.
- Attempt to incapacitate the shooter.

### **How to Respond When Law Enforcement Arrives**

- Remain calm and follow instructions.
- Put down any items in your hands (i.e., bags, jackets).
- Raise hands and spread fingers.
- Keep hands visible at all times.

## **Information You Should Provide to Law Enforcement or 911 Operator**

- Location of the active shooter.
- Number of shooters.
- Physical description of shooter(s).
- Number and type of weapons held by shooter(s).
- Number of potential victims at the location.

In the event of an external threat incident the “**LOCKOUT**” safety protocol will be implemented

- Bring everyone indoors.
- Lock perimeter doors.
- Increase situational awareness.
- Stay inside until safety is restored.

## **Earthquake**

Take cover under a desk or table, if possible. If not, get near an interior wall, drop, cover, and hold on. Stay away from windows. Remember to wait for **TWO MINUTES** after tremors stop and then evacuate as per fire drill instructions. In the meantime, **DROP, COVER, HOLD ON, and DON'T PANIC.**

- Call extension **7911**, or **801-593-7911** from any phone, to report injuries and if necessary **911**.

## **Suspicious Package**

If you find a suspicious package:

- Do not touch or use cell phones or two-way radios near the package.
- Call extension **7911**, or **801-593-7911** from any phone (away from the package) and give the location.
- If necessary **911**.

If you come upon a suspicious envelope or package containing a message indicating that Anthrax is included (a crystalline or powdery substance may not be seen or noticed), remain calm and immediately close all doors and windows in the room and remain in the room. Move away from the package.

- Call extension **7911**, or **801-593-7911** from any phone (away from the package) and give the location.
- If necessary **911**.

Note: If you have been exposed to a powder or other substance, do not touch your face or attempt to clean up the desk or countertop. If a sink is available in your work area, wash your hands, arms, and face with soap and water.

## **Environmental Hazards**

### **Blood Spills**

If you see blood that has been spilled onto the floor or other surfaces, notify your instructor or another The College employee. Do not attempt to clean up the blood yourself or allow others to do so. If you are exposed to another person's blood or other bodily fluids, take the following actions:

- For a skin exposure or blood that comes in contact with an open wound, wash the area thoroughly with soap and water.
- For a blood splash to the eyes, nose, or mouth, rinse thoroughly with water.
- Report any blood exposures to your instructor or another The College employee.

### **Other Hazardous Materials**

Other hazardous materials or substances can be in the form of chemical spills, natural gas leaks, or other materials. If you smell or see a substance that you feel may be hazardous, stay away from the substance and direct others away from the immediate area. Do not touch or attempt to clean up any unidentified substance.

- Call extension **7911**, or **801-593-7911** from any phone (away from the package) and give the location.
- If necessary **911**.

### **Additional Information**

For additional information regarding the Colleges' health and safety measures as well as emergency response information, please see the [College's website](#) or the [Annual Security Report](#).

### **In compliance with Campus Safety Amendments:**

#### **In reference to Section [53B-28-301](#):**

1. Policies and publications related to a covered offense can be found within the [Policy & Procedures](#) page on the College's website or you can navigate there from our homepage [www.davistech.edu](http://www.davistech.edu) under *About>Policies & Procedures*.
2. Institutional and community resources for a victim of a covered offense can be found within the [Davis Tech VAWA \(Violence Against Women Act\) Sexual Violence Awareness and Prevention Plan/Program](#).
3. The rights of a victim of a covered offense, including the measures the institution takes to ensure, unless otherwise provided by law, victim confidentiality throughout all steps in the reporting and response to a covered offense can be found within the [Davis Tech VAWA \(Violence Against Women Act\) Sexual Violence Awareness and Prevention Plan/Program](#).
4. The College uses a third-party mass notification system which is regularly updated with student and faculty contact information. The system is used to notify students and employees of campus-wide emergencies or closures via text messaging, voice messages, and/or email. This is found on page one of the Health and Safety Plan.
5. Availability, locations, and methods for requesting assistance of security personnel on the institutions campus can be found within the [Davis Tech VAWA \(Violence Against Women Act\) Sexual Violence Awareness and Prevention Plan/Program](#), [Annual Security Report](#), and is listed at [www.davistech.edu/safety](http://www.davistech.edu/safety).
6. Guidance on how a student may contact law enforcement for incidents that occur off campus can be found within the [Davis Tech VAWA \(Violence Against Women Act\) Sexual Violence Awareness and Prevention Plan/Program](#).
7. Awareness and prevention of covered offenses, including information on institution and community resources for a victim of a covered offense is addressed with the College's partners (Davis County Domestic Violence Coalition and Safe Harbor). Information on how the institution requires campus safety training can be found in the [Off-Campus Activities Policy and Procedures](#) with training being provided through the Bridge and/or Canvas applications.
8. The Health and Safety Plan is posted on the College's website ([www.davistech.edu](http://www.davistech.edu)).
9. Training for awareness and prevention of covered offenses, including information on institutional and community resources for a victim of a covered offense, bystander intervention, and sexual consent is provided through the Bridge and/or Canvas applications.

10. The requirement for a student organization, in order for the student organization to receive or maintain official recognition by the College, to annually provide campus safety training, using the curriculum described in the above (#9), to the student organization's members can be found in the [Off-Campus Activities Policy and Procedures](#).

11. The College's efforts related to increasing campus safety, including efforts related to the institution's increased response in providing services to victims of a covered offense, that have been made in the preceding 18 months and plan to make in the upcoming 24 months:

11.1. Accomplishments

- Reviewed and updated several written safety and health programs.
- Conducted noise sampling in the welding lab and have taken appropriate measures to prevent hearing loss.
- Streamlined the campus's emergency reporting system to eliminate the need for two phone numbers at different times throughout the day.
- Established an emergency reporting system that can be initiated via mobile devices.
- Eliminated several hazardous materials from campus storage.
- Increased security presence on campus.
- Added an additional method to provide anonymous information pertaining to criminal acts, safety concerns, etc. occurring on campus.
- Conducted evacuation drills.
- Recertified several staff members in first aid/CPR/AED

11.2. Goals

- Continue expanding surveillance system.
- Continue expanding electronic lock system.
- Add emergency showers to areas where exposure is most likely to occur.
- Certify security officers through the Utah Department of Professional Licensing as unarmed security officers.
- Continue certifying staff in first aid/CPR/AED
- Continue evaluating health and safety programs.
- Conduct scenario-based trainings.



# 2023 ANNUAL SECURITY REPORT



Dixie Technical College  
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St. George, UT 84770  
[dixitech.edu](http://dixitech.edu)

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## TABLE OF CONTENTS

The Clery Act	3
Preparing the Annual Security Report	3
Notice and Distribution of Annual Security Report	3
Dixie Tech Security	3
Law Enforcement Partnerships	4
Crime, Emergency, or Suspicious Activity Reporting	4
Campus Security Authorities	5
Crime Log	5
Voluntary/Confidential Reporting	5
Security of and Access to Campus Facilities	6
Security Considerations Used in Building Maintenance	6
Programs on Campus Security Procedures and Practices	6
Pastoral and Professional Counselors	7
Timely Warnings, Emergency Response, and Emergency Response Notifications	7
Evacuation Procedures	8
Missing Persons	8
Identification of Emergency Contacts	8
Sexual Assault, Dating Violence, Domestic Violence, and Stalking	8
Sexual Assault Prevention and Response	9
Disciplinary Actions Against Those Who Commit Sex Offenses	10
Utah Sex Offender Registry	11
Drug, Alcohol, and Tobacco Free Campus	11
Campus Safety and Crime Prevention Education	11
Clery Crimes and Definitions	12
Clery Geography Definitions	14
Dixie Tech Crime Reporting Geographic Map and Boundaries	15
Fire Safety Report	15
Dixie Tech Crime Statistics	16
Dixie Tech and Community Resources List	17
Five County Resource Guide	18

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## The Clery Act

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542). This amendment required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (more commonly known as the Clery Act) in memory of Jeanne Clery, a university student who was killed in her dorm room in 1986. In 2013, Congress passed the Violence Against Reauthorization Act (VAWA) which included additional amendments to the Clery Act. Under the Clery Act, institutions are required to report to the Department of Education and disclose in its Annual Security Report statistics for the three most recent calendar years (2018-2020). The Clery Act requires colleges and universities to:

- Collect, classify and count crime reports and statistics
- Issue campus alerts and warning notices
- Disclose missing student notification procedures, when applicable
- Disclose procedures for institutional disciplinary actions
- Keep a daily crime log, when applicable
- Publish an Annual Security Report
- Submit crime and fire statistics to the Department of Education, when applicable
- Provide educational programs and campaigns
- Provide fire safety information (when applicable)

## Preparing the Annual Security Report

The Dixie Tech Safety Committee prepares and publishes this Annual Security Report to inform prospective and enrolled students, faculty, staff, and the Dixie Tech community about campus security policies, initiatives to prevent and respond to crime and emergencies, and the occurrence of crime on campus. Dixie Tech is committed to the safety and security of students, staff, and guests on campus. Campus Security and Student Services work together to collect, maintain, and compile the report data in cooperation with local law enforcement and many campus departments including Campus Security Authorities (CSA's), Human Resources, and Facilities Services.

## Notice and Distribution of Annual Security Report

This report is provided to the Department of Education as well as to current and prospective students and employees through publication on the Dixie Tech website, the New Student Orientation, and through specific notifications, referring students and employees to the report link. Any person may request a paper copy of the Annual Security Report from Dixie Tech Campus Security.

## Dixie Tech Security

Dixie Tech security officers are licensed and armed security officers that comply with the training and licensing standards required by the Utah Division of Occupational and Professional Licensing (DOPL). Security officers are also certified in First Aid/AED/CPR. Security officers complete a minimum of 36 hours of security and first-aid continuing education and at least 16 hours of firearms training each renewal cycle.

Dixie Tech security officers respond to security, fire, medical, behavioral, and environmental issues supporting public safety, fire, emergency medical systems and other emergency response agencies. Volunteer professionals are assigned to various response teams based on their experience, training and certification to lend support and leadership to each unique situation. Campus Security officers do not have police authority to make arrests but are authorized to enforce the college's rules and regulations on campus property. Security officers may also enforce the college's vehicle parking and traffic regulations on campus. The St George



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Police Department provides assistance when appropriate.

## **Law Enforcement Partnerships**

Dixie Tech is within the jurisdiction of the St George City Police Department which is responsible for law enforcement, investigations, and handling of reports of criminal activities occurring on campus. St George City Police officers are dedicated to the enforcement of state and federal laws without favoritism or bias. The St George City Fire Department is responsible for responding to fire and HAZMAT emergencies on campus.

## **Crime, Emergency, or Suspicious Activity Reporting**

Dixie Tech encourages students, employees, and guests to promptly and accurately report criminal and suspicious activity occurring on Dixie Tech property to Dixie Tech Security, any Campus Security Authority, or the St George Police Department. See the Dixie Tech and Community Resources Contact List for contact information.

Preventing crime is everyone's responsibility. Any person that suspects a crime is or has taken place should contact the appropriate authorities. Suspicion of a crime does not require proof. If you suspect a crime has been committed or is being committed, call police, Campus Security or a staff member immediately.

If you are a victim or witness of a crime, please report the incident immediately to the St. George Police Department or Dixie Tech Campus Security. If you are able, gather pertinent information, such as sex, race, hair color, length and texture, body size, height, clothing description, scars and other noticeable characteristics, modes of travel, type of vehicle, color, license information and direction of travel. Accurate and prompt reporting is especially important in the event that the victim elects to or is unable to make such a report.

- Suspicious persons: If you see anyone acting suspiciously, call Campus Security. Do not approach the individual yourself. Report the type of suspicious behavior and the location. Relay information concerning the individual including: age, sex, dress, vehicle, and direction of travel.
- Bomb threats: If you receive a bomb threat, it is important to obtain as much information as possible from the caller. Things to ask are: (1) location of bomb, (2) time of explosion, and (3) type of bomb. Make mental notes about the caller's voice and background noises which you may hear. Call 911 immediately. Do not panic. Campus Security will search the area, notify properly trained personnel, and notify emergency services. Campus Security, in conjunction with administration, will determine if evacuation is necessary.

What to Report: When calling the Campus Security Department to report an incident, please provide as much of the following information as possible:

- Your name
- Location of incident
- Type of incident
- Description of suspect, vehicles, or other pertinent information
- Return telephone number

The health, safety, and security of all students, employees, and guests is a primary goal at Dixie Tech. When a report is received that a crime may have been committed, the steps taken include:

- Notifying law enforcement in a timely manner
- Launching a private, confidential, and thorough investigation
- Treating all parties involved in a fair and impartial manner
- Providing necessary safety and security measures to alleged victims and alleged perpetrators

See the [Incident and Security Policy](#).

## Campus Security Authorities

Although the reporting of criminal activity directly to the Dixie Tech Security Department is encouraged, crimes may also be reported to other Campus Security Authorities (CSA). Campus Security Authorities include “campus police or security department personnel; individuals or organizations identified in institutional security policies; and individuals with security-related responsibilities” as well as and an “official who has significant responsibility for student and campus activities.” (34 CFR 668.46(a)(iv) Campus Security Authorities are responsible for forwarding non-identifying information to the Dixie Tech Risk Manager and Security Office for inclusion in the annual report regardless of whether or not the victim chooses to file a report with law enforcement or press charges. Be aware that information forwarded by CSAs is for statistical purposes only. In order for a case to be investigated by the Dixie Tech Security Department, a report must be made, and in order for criminal charges to be filed, a police report must also be filed with the St George City Police Department. Dixie Tech cannot guarantee the confidentiality of any report made to local law enforcement agencies. The following is a list of Dixie Tech Campus Security Authorities:

Vice President of Student Affairs 435-674-8402	Vice-President of Instruction 435-674-8403	College President 435-674-8410
Vice President of Operations and Finance 435-674-8636	Associate Vice President of Instruction 435-674-8663	Director of Facilities 435-674-8444
Instructional Director Medical Programs 435-674-8470	Professional & Service Program Manager 435-674-8688	Construction Technologies Manager 435-674-8445
Transportation Technologies Manager 435-674-8656	Industrial Technologies Manager 435-674-8464	Custodial Manager 435-674-8655

## Crime Log

As required by law, Dixie Tech Security makes, keeps, and maintains a daily written crime log of all crimes reported to occur on Dixie Tech’s Clery Geography. The Dixie Tech daily crime log is open to public inspection within two business days of a report and includes the nature, date, time, general location and disposition of the complaint unless disclosure is prohibited by law or would jeopardize the confidentiality of a victim.

If new information becomes available, it is recorded in the log no later than two business days after the information becomes available. The crime log is available for public review during normal business hours. Crime logs dated beyond the last 60 days will be made available within two business days of the request. If clear and convincing evidence exists that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence, such information may be withheld until that damage is no longer likely to occur from the release of the information.

## Voluntary/Confidential Reporting

If a victim does not want to pursue action within the college or criminal justice system, they (and witnesses) are encouraged to make a confidential report to Dixie Tech Security or another Campus Security Authority. With permission, these individuals can file a report on the details of the incident without revealing their identities.

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The purpose of a confidential report is to comply with a victim or witnesses' wishes to keep the matter confidential while taking steps to ensure the future safety of the victim and others. With such information, the college can keep an accurate record of the number of incidents involving students, employees and visitors, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger.

Reports filed in this manner are counted and disclosed in the annual crime statistics for the college, but personally identifiable information is not included. However, Dixie Tech cannot guarantee the confidentiality of reports made to local law enforcement.

## **Security of and Access to Campus Facilities**

During business hours, the Dixie Tech campus is open to students, employees, contractors, and guests. During non-business hours, access to Dixie Tech facilities is restricted to those issued an official key or to those admitted for unscheduled access through the Dixie Tech Security Department or Facilities Services. Dixie Tech security officers patrol the campus during all hours of operation as well as variable hours during closed campus hours. The Dixie Tech Facilities Director manages the building access and Campus Security closely manages campus keying and access. See the [Campus Access Rule](#) for details.

## **Security Considerations in the Maintenance of Campus Facilities**

The Safety Committee meets regularly to evaluate the safety and security of the facility, examine safety and security issues, and enact new safety initiatives. Lighting and safety hazards identified during routine patrol of the campus by Facilities and Security personnel and are forwarded on an ongoing basis to the Safety Committee. Instructors and Instructional Managers/Directors are responsible for the safety and security of their specific areas. See the [Incident and Security Policy](#). Throughout the year, information is gathered to review issues and identify areas of concern with respect to building security, campus lighting, landscaping, and other potential health & safety and security issues.

## **Programs on Campus Security Procedures and Practices**

Dixie Tech is committed to ensuring that students and employees feel safe and secure while on campus. All members of the campus community are encouraged to be responsible for their own safety and the security of others. Dixie Tech provides safety and security training to accepted students during new student orientation and to new employees during employee onboarding. See the [Student Health and Safety Plan](#). Additionally, campus security officers patrol the campus during hours of operation as well as variable hours during closed campus hours. Security officers and Student Services personnel speak to students during program orientations and throughout the year by request. Students, employees or visitors may also request an escort to their vehicles by calling campus security.

The following security measures are in place to assist the security team in their efforts to keep students, employees, and guests safe.

1. Perimeter Fence installed to secure the entire campus
2. Security is on campus 7 days a week, specifically during hours of operation
3. Security coordinates with St. George Police Department on any law enforcement situations
4. Security and HR Department have access and coordinate with local resources and organizations when needed
5. Sexual assault pamphlets readily available
6. Campus-wide camera system installed and upgraded as needed
7. Campus access upgraded to a restricted key & hardware system
8. Electronic door proxy system
9. Campus-wide mass texting system

10. Improved parking lot lighting in north parking lot
11. Stairwell storage areas fenced and gated
12. SafeUT app for students which provides 24/7 chat and phone access to licensed mental health professionals as well as the ability to submit tips

The following safety improvements have been made in the last 18 month:

1. Improved lighting in south parking lot
2. Additional cameras installed on campus
3. Added another full-time security officer
4. Implemented safety and awareness training for new students

The following safety improvements are expected in the upcoming 24 months

1. Install perimeter fence around parking lots
2. Hire mental health therapist for the Student Wellness Center
3. Establish partnership with Trula to provide mental health services and peer-to-peer support programs to students

Dixie Tech Security also monitors video cameras across campus to enhance their ability to identify and respond to crimes, suspicious activities and emergencies on campus.

## **Pastoral and Professional Counselors**

Dixie Tech does not employ pastoral or professional counselors. However, students have access to the SafeUT app which provides 24/7 access to licensed mental health professionals. Students can chat, call or submit a tip.

## **Timely Warnings, Emergency Response, and Emergency Notifications**

The Clery Act requires each campus to provide a "timely warning" to the campus community concerning the occurrence of a Clery crime the campus believes represents a continuing threat to the campus community. While the Clery Act mandates timely warnings for Clery crimes only, emergency notifications may be issued for any significant emergency or dangerous situation occurring on the campus involving an immediate threat to the health or safety of students or employees. The amount and type of information the campus will disclose in each situation will be determined according to individual event circumstances.

Dixie Tech's Emergency Response Procedures/General Guidelines plan provides the framework for an organized timely response or emergency notification. The plan outlines evacuation procedures as well as instructions for responding to various emergencies such as fire, earthquake, bomb threat, etc. It is recommended that students and staff members become familiar with these plans and procedures prior to any emergency. In addition to these plans, each segment of campus has a posted Emergency Exit Map designating evacuation routes.

Dixie Tech also has a mass texting service able to quickly send out notifications to students, faculty, and staff.

All students, staff and visitors are encouraged to report all dangerous or emergency situations to the St. George Police Department at 911 and to Dixie Tech Campus Security at 435-674-8647 in Building A. If a report is received that involves a Clery crime, significant emergency or dangerous situation involving an immediate threat to the health and safety of students or employees on campus, a member of Campus Security or a Campus Security Authority will initiate the emergency response system to:

- Confirm that a significant emergency or dangerous situation exists
- Determine the appropriate community to notify and the content of the notification
- Initiate the notification system

Campus security and authorized campus authorities will work together to make the determination after which a timely warning or emergency notification will be disseminated to both the campus community as well as the larger community by the following communication method(s) that is deemed appropriate:

- Posted flyers/signs
- Email and/or text messages
- Dixie Tech main website
- Dixie Tech Facebook, Instagram and Twitter accounts
- Press release as authorized by the campus President/Exec Team

Dixie Tech conducts tests of the emergency response system and evacuation procedures at least annually. These exercises are designed to assess and evaluate the emergency plans and capabilities of Dixie Tech.

## **Evacuation Procedures**

When an emergency notification or building alarm is activated (automatically or manually):

- Faculty/staff assist students and guests to evacuate (ensure that individuals with disabilities are aware and receive assistance to evacuate if necessary)
- Call 911, Dixie Tech Security, and other appropriate Dixie Tech personnel and be prepared to give specific information regarding self and others, the building, and the alarm,
- Inform emergency response personnel of any special needs students who may need assistance with evacuating.
- Faculty/staff and students remain in designated evacuation areas until otherwise notified. If a student hears a fire alarm, or sees smoke/flames in their building, they are to leave quickly if it is safe to exit.
- If there is smoke in the area, keep low to the floor
- Close all the doors upon exit
- Leave the door(s) unlocked

## **Missing Persons**

Dixie Tech does not have on-campus housing. If a member of the Dixie Tech community has reason to believe that a student is missing, he or she should immediately notify the St. George Police Department and Dixie Tech Campus Security.

## **Identification of Emergency Contacts**

All students have the opportunity to provide confidential emergency contact information to be stored in the student information system. This information is only accessible to authorized college officials except in the event that an emergency situation is officially determined to exist.

## **Sexual Assault, Dating Violence, Domestic Violence, and Stalking**

Students and employees at Dixie Tech have the right to learn and work in an environment that is free from all forms of sexual misconduct (including sexual assault), domestic violence, dating violence, and stalking) Dixie Tech's Non-Discrimination, Title IX, and Student Code of Conduct policies prohibit such conduct. Definitions for these terms can be found in the Definitions section of this report.

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Dixie Tech encourages the reporting of sexual misconduct including sexual assault, domestic violence, dating violence, and stalking. Reporting is the only way the college can provide remedial assistance, institute protection procedures for the reporter and others, and take whatever actions are necessary to respond to the report. Offenses such as sexual intercourse without consent, sexual assault, domestic and dating violence, and stalking are considered criminal violations of the law. Dixie Tech encourages reporting these to the police as soon as possible, but if a student chooses not to report immediately, a report can be made at a later time. Students have several options for reporting and are encouraged to use support services regardless of whether they choose to report. The following options are available to students:

- Report and pursue criminal charges through the Campus Security Department and St George Police.
- Report to the Title IX Coordinator. In cases where there is a violation of college policies, the perpetrator may be subject to disciplinary sanctions through the Student Services Department if the perpetrator is a student, or Administration if the perpetrator is an employee.
- Report and pursue both criminal charges and initiate proceedings under Federal Title IX grievance procedures.
- Report to Campus Security Department but choose not to pursue criminal charges.
- Report and/or seek confidential support from local community resources.
- Do none of the above (the victim is still encouraged to seek support).

Although it is important for the victim to make the decisions about the kind of service he/she allows, timing is an important factor in many of these decisions. It may be important to take action to preserve any evidence for use in a criminal case. Medical forensic evidence may be collected if a sexual assault occurred within 120 hours of the evidence collection. The victim may request an exam and forensic evidence collection at no cost and without having to file a police report. The costs of the evidence collection will be covered as part of Utah's Northern Utah Sexual Assault Nurse Examiners Program (NUSANE). They can be reached at 801-436- 1075. Other evidence of a crime should also be preserved in case criminal charges are pursued. Evidence might include pictures of injuries, forensic examination, written and electronic communications, text messages, emails, photos, and/or other evidence that may show a course of conduct.

Students can learn more about their options by contacting campus security to learn about the process in order to make an informed decision on reporting or pursuing criminal charges. A victim wishing to maintain complete confidentiality may report to a licensed mental health professional in the community. A victim's advocate or licensed mental health counselor can discuss options confidentially with the survivor. See the attached resource list.

College employees who are dealing with domestic/dating violence and stalking in their personal lives may seek assistance from local community resources or Administration.

If the accused violator is a student at Dixie Tech, the incident may be reported to Campus Security, any CSA, or the police. Usually, the decision to act against the accused rests with the aggrieved student. However, there are certain circumstances in which the college must act if it receives a report that requires the college to protect the student and members of the college community from repetition of the offense or to eliminate risk of future harm.

Dixie Tech will simultaneously provide in writing to both the accused and accuser: the results of any disciplinary proceeding conducted by Dixie Tech against a student accused of dating violence, domestic violence, sexual assault, or stalking. Dixie Tech's procedures for the accused and accuser to appeal the result of the disciplinary hearing, if such procedures are available; any changes to the result; and when the results become final are found in the [Title IX Policy](#) and [Student Code of Conduct](#).

Title IX, a federal statute, requires that the educational services of a college be provided without discrimination on the basis of sex. Sexual misconduct, dating violence, domestic violence, or stalking is prohibited by Dixie Tech Non-Discrimination Policy and may also violate Title IX. The Title IX coordinator is responsible for assuring compliance with Title IX and will initiate investigation of reports of discrimination,

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harassment, sexual misconduct, dating violence, domestic violence, and stalking. Students who have been the victim of such conduct may file a complaint under the college's Non-Discrimination and Student Complaint policies with the Title IX coordinator.

## **Sexual Assault Prevention and Response**

On March 7, 2013, President Obama signed a bill that strengthened and reauthorized the Violence Against Women Act. Included in the bill was the campus Sexual Violence Elimination Act, which amends the Jeanne Clery Act and affords additional rights to campus victims of sexual violence, dating violence, domestic violence, and stalking. This report reflects the implementations of those changes and amendments.

In an effort to reduce the risk of sexual misconduct as well as the crimes of rape, sexual assault, sexual harassment, stalking, dating violence and domestic violence occurring among its students, Dixie Tech utilizes online training programs such as Vector Solutions and SafeColleges to provide education in the areas of awareness, risk reduction and prevention. Students and employees are provided with various trainings on topics such as sexual assault prevention and alcohol and substance abuse education and prevention. Students complete the sexual assault and alcohol and substance abuse prevention trainings as part of their new student orientation. Employees complete various trainings on these topics upon initial employment and annually thereafter.

Dixie Tech does not tolerate sex offenses in any form, including sexual assault, sexual misconduct, harassment, exploitation, or intimidation. Reports of sex offenses may be made to the Grievance Coordinator, Human Resources, the St George City Police Department, the Dixie Tech Security Department, or any Campus Security Authority (see Campus Security Authority list). Reports involving sex offenses are taken very seriously by Dixie Tech. Upon receiving such a report, campus security will conduct a thorough investigation, and may, if appropriate, request the assistance of the St. George Police Department.

Sex offenses can be addressed both through the Dixie Tech grievance process and through the criminal justice system. Any criminal proceeding is entirely separate from administrative proceedings of Dixie Tech.

St George City Police officers are trained in the proper identification, collection and preservation of evidence, which is essential to the successful prosecution of most sex offenses. It is crucial that the police department be contacted as soon as possible. Reporting the crime to law enforcement also allows action that may prevent further victimization, can lead to the apprehension of the suspect, and provides the opportunity to have the incident documented for more accurate statistical recording.

If a person does not wish to make a report to the police, they are still encouraged to seek professional medical advice. (Please note that all health-care providers are legally required to report all cases of suspected sexual or physical assault to law enforcement.)

Sexual assault is a growing concern on college and university campuses. Dixie Tech is fortunate to have a relatively low rate of sexual assault. However, one is too many and it is understood that many sexual assaults go unreported. In an effort to assist victims of sexual assault, the following information is made available. Police and Rape Crisis Centers are trained to assist victims with medical help and counseling at this time of crisis. The following procedures should be followed if someone is a victim of a sex offense:

- A report should be made immediately to the police.
- Medical attention should be sought, if needed.
- The victim should not change clothes or shower.
- No items should be disturbed in the place the attack occurred.
- A Victim's Advocate, friend or relative can be contacted to be with the victim.
- If desired, the victim may request a change in their academic situation. The Director of Student Services should be contacted to assist and discuss options.

- If the victim does not want to contact the police, a list of Dixie Tech and Community Resources is attached.

## **Disciplinary Actions Against Those Who Commit Sex Offenses**

A student suspected of an alleged sex offense is subject to both criminal prosecution and disciplinary action under the Student Code of Conduct and Title IX policies. Disciplinary action can be initiated even if criminal charges are not pursued. Both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding, and both shall be informed of the outcome. See the [Title IX Policy](#) for more information.

## **Utah Sex Offender Registry**

The Federal Campus Sex Crimes Prevention Act (amends 42 United States Code 14071), and the Utah Sex Offender Registration Act (77-27-21.5, U.C.A.) require institutions of higher learning to issue a statement in their annual security report detailing where members of their campus community can obtain information concerning registered sex offenders. It also requires sex offenders who are required to register under state law, to provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides.

Members of the public may access sexual offender information through the St George City Police Department or by contacting the Dixie Tech Security Manager. Individuals wishing to learn additional information about registered sex offenders may go to the Utah Department of Corrections Sex Offender Registry website at:

[http://www.communitynotification.com/cap\\_office\\_disclaimer.php?office=54438](http://www.communitynotification.com/cap_office_disclaimer.php?office=54438)

## **Drug, Alcohol, and Tobacco Free Campus**

Dixie Technical College is a drug, alcohol, and tobacco free campus with a stringent policy governing the use of alcohol and other drugs. The purchase, possession, use, consumption, sale, distribution or storage of any alcoholic beverage, controlled substance or illegal drug is prohibited on any campus or training site, and at all college activities. Dixie Tech will enforce all federal and state underage drinking laws as well as federal and state drug laws. In accordance with the Indoor Clean Air Act, all buildings on all campuses and centers are smoke-free. E-cigarettes and nicotine vapor producing devices are also prohibited on Dixie Tech property.

Dixie Tech provides students with alcohol, drug and substance abuse prevention training upon acceptance into a program. The training includes links to applicable federal and state drug and underage drinking laws.

Dixie Technical College is committed to preventing alcohol and other drug abuse on campus. Abuse, misuse, possession, manufacture or distribution of alcoholic beverages or other drugs is expressly forbidden on campus and may lead to disciplinary action and/or law enforcement involvement.

It is the intent of these policies and procedures:

- To create an environment that will be free from alcohol and other drug abuse.
- To foster an attitude on the part of the campus members that discourages the inappropriate use of alcohol and other drugs.
- To promote healthy lifestyles for all members of the campus community.
- To educate all members of the campus community, including faculty, staff and students regarding the negative consequences resulting from the use and/or misuse of alcohol and other drugs.
- To encourage alcohol and other drug-free activities within the campus community. To create a more productive student body through awareness and education which will allow for positive and personal growth.

See the [Drug, Alcohol & Tobacco Free Campus Policy](#), the [Student Code of Conduct](#), and the [Employee Drug](#)



## Testing Policy.

## Campus Safety and Crime Prevention Education

Students and employees are provided with information regarding safety and crime prevention as part of their new student orientation. Employees complete various trainings on these topics during new employee onboarding and annually thereafter.

Information is also available through the Dixie Tech website which contains the Dixie Tech Emergency Operations Plan, Health & Safety Policy and Emergency Guidelines Quick list. While Dixie Tech Security may offer advice and assistance regarding campus safety, all members of the campus community are encouraged to take responsibility for their own safety and, when possible, assist others. All members of the campus community are encouraged to use common sense, be proactive, and take precautions. To prevent unauthorized access to campus buildings, doors should not be propped open, left unlocked, or opened for any unknown person. ID badges and keys should be kept secure and the loss or theft of ID cards and or keys should be reported to Security immediately. Crimes or suspicious circumstances should be reported to any staff member immediately.

Dixie Tech has the ability to send out mass texts to quickly and effectively send out safety notifications to students.

Students also have access to the SafeUT app which is a crisis app and tip line. Through the app, students have access to licensed clinicians that provide supportive or crisis counseling, suicide prevention, and referral services.



## Clery Crimes and Definitions

The Clery Act identifies crimes based on the Federal Bureau of Investigation's (FBI's) Summary Reporting System (SRS) Manual, the FBI's National Incident Based Reporting System (NIBRS), the Violence Against Women Act of 1994, and the Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual. Hate crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection. The Clery Act requires that the following "Clery crimes" be included in the Annual Safety and Security Report provided to the U.S Department of Justice. Clery Act reporting does not require the institution to initiate an investigation or disclose personally identifiable information (PII about the victim.:

**Murder and Manslaughter by Negligence:** The willful (non-negligent) killing of one human being by another.

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

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

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

- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.
- **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Robbery:** The taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force, violence and/or causing the victim 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. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (All cases are classified as motor vehicle theft where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joy riding.)

**Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property, etc

**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 or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. The existence of a dating 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.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to (A) fear for the person's safety or the safety of others; or (B) suffer substantial emotional distress. For the purposes of this definition: (i) Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device or means, follows, monitors, observes, surveils, threatens or communicates to or about a person, or interferes with a person's property; (ii) Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim; (iii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

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

**Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use,

growing, manufacturing and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine), marijuana, synthetic narcotics (Demerol, methadone) and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Weapons Carrying, Possessing, etc. Law Violations:** The unlawful possession of deadly weapons, concealed or openly carried. The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

**Hate Crimes:** A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, gender identity, ethnicity, or national origin. This includes all of the crimes listed above, plus larceny/theft, simple assault, intimidation and destruction/damage/vandalism of property. The law requires that the statistic be reported as a hate crime for these additional categories even though there is no requirement to report the crime classification in any other area of the compliance document.

- **Larceny-Theft** (if determined to be a hate crime): The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.
- **Simple Assault** (if determined to be a hate crime): An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
- **Intimidation** (if determined to be a hate crime): To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism of Property** (if determined to be a hate crime): To willfully or maliciously destroy, damage, deface or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Statistics pertaining to referrals for disciplinary action reflect those incidents of alcohol, drugs, and weapons violations which were referred for disciplinary action or criminal charges.

## Clery Geography Definitions

Dixie Tech records and reports crimes according to the following three Clery Geography definitions:

**Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographical 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 within or reasonably contiguous to the defined campus area and that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor). Dixie Tech defines 'reasonably contiguous geographic area' to be property included on a campus map or areas designated by signage as a campus facility.

**Non-Campus Building or Property:** Any building or property owned or controlled by a student organization 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.

**Public Property:** All public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes. This definition includes all public property, including

thoroughfares, streets, sidewalks, and parking facilities, that are within the campus, or immediately adjacent to and accessible from the campus. The Clery Act does not require disclosure of crime statistics for public property that surrounds non-campus buildings or property.

## Dixie Tech Crime Reporting Geographic Map and Boundaries



## Fire Safety Report

The Clery Act requires all institutions of higher education with on campus housing to submit a fire safety report as part of the Annual Security Report. Dixie Tech does not have on campus housing. Students, employees and guests should follow the evacuation guidelines previously detailed for all fires that occur on Dixie Tech Clery Geography.

## Dixie Tech Crime Statistics

	2020			2021			2022		
	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property	On-Campus	Non-Campus	Public Property
<b>Criminal Offenses</b>									
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	1	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Weapons	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Weapons	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	1	0	0	1	0	0	0	0	0
Liquor Law Violations	1	0	0	0	0	0	0	0	0

**HATE CRIMES** - There were no hate crimes reported for 2020, 2021, or 2022

**UNFOUNDED CRIMES** – There were no unfounded crimes reported for 2020, 2021, or 2022



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## DIXIE TECH AND COMMUNITY RESOURCES CONTACT LIST

### Location

Dixie Technical college  
610 South Tech Ridge Drive St George, UT 84770

### Dixie Tech Contacts:

Main Campus/Student Services (Emergency/Non-Emergency)	435-674-8400
Campus Security (Emergency/Non-Emergency)	435-674-8647
Campus Security Cell (Emergency/Non-Emergency):	435-272-6684
Campus Emergency (After 4:00pm) Facilities and IT Director	435-429-9793
Student Wellness Center	435-674-8459

### Community Contacts:

St George Police (Emergency)	911
St George Police (Non-emergency)	435-627-4300
Intermountain Health Center (IHC)	435-251-1000
Rape/Sexual Assault Crisis Line	888-421-1100
Utah Coalition Against Sexual Assault (UCASA)	866-878-2272
Dove Center .....	435-628-1204
Dove Center Crisis Line	435-628-0458
Victim of Crime Assistance Program- Washington County Attorney's Office	435-634-5723
Child Care Resource and Referral: <a href="http://www.careaboutchildcare.utah.gov">www.careaboutchildcare.utah.gov</a>	855-531-2468

### Crisis Services

National Suicide Hotline	988
Suicide Hotline:	801-625-3700
YCC Rape/Domestic Violence Crisis Line:	801-392-7273
Domestic Violence Information Line:	1-800-897-5465 or 1-800-799-7233
DCFS Child Abuse Reporting Line:	1-855-323-3237
APS Elder Abuse Reporting Line:	1-800-371-7897
Sexual Assault Crisis Line:	1-888-421-1100
Utah Coalition against Sexual Assault (UCASA): <a href="http://www.ucasa.org">www.ucasa.org</a>	801-746-0404
Utah Office for Victims of Crime: <a href="http://www.crimevictim.utah.gov">www.crimevictim.utah.gov</a>	800-621-7444

Listed services are only some of the service providers available. Additional resources can be found at: [www.211.ut.org](http://www.211.ut.org) or calling 211.

# Five County Resource Guide

United Way 2-1-1 is a free and confidential service that helps individuals and families find local community resources, programs and services based on their needs.

## **ABUSE, NEGLECT & SEXUAL ASSAULT**

**Adult Protective Services** helps prevent or stop abuse, neglect and exploitation of vulnerable adults; 1-800-371-7897.

**Child and Family Services** investigates child abuse and neglect cases and offers family and youth services; 855-323-3237.

**Canyon Creek Women's Crisis Center - Cedar City** provides emergency housing, food, and clothing for battered women and their children; 435-865-7443.

**Discovering Opportunities Via Escape (DOVE) - St. George** provides a safe and confidential shelter and support for victims of domestic violence; 435-628-0458.

**Intermountain Specialized Abuse Treatment Center (ISAT) - St George** provides specialized services to children and families affected by abuse; 435-628-8075.

**Utah Court Appointed Special Advocates for Children** provides advocates for abused, neglected, and/or abandoned children within the legal system; 801-578-3962.

**Children's Justice Center** Provides a safe environment for children while being interviewed regarding alleged abuse.

- Iron County; 435-867-4275
- Washington County; 435-634-1134

## **COUNSELING & MENTAL HEALTH**

**Southwest Behavioral Health** helps clients and community members recover mental illness.

- Washington County; 435-634-5600
- Iron County; 435-867-7654
- Beaver County; 435-644-4520
- Kane County; 435-644-4520
- Garfield County; 435-676-8176

## **CRISIS INTERVENTION**

**Child Abuse and Neglect Reporting Line** is a 24-hour hotline to report suspected child abuse; 855-323-3237.

**Domestic Violence Information Line** provides a 24-hour information and referral on domestic violence issues; 800-897-5465.

**Southwest Behavioral Health** provides a 24-hour emergency mental health intervention line for callers in crisis; 800-574-6763.

## **EDUCATIONAL SERVICES FOR ADULTS**

**Utah Adult Education Services** provides programs to adults to further education; 801-538-7821.

## **EMPLOYMENT SERVICES**

**Department of Workforce Services** provides employment help, training and general application for welfare, unemployment, Medicaid, WIC and food stamps; 866-435-7414.

**LDS Employment Center** assists with job referral and training for all community members regardless of their faith.

- Cedar City; 435-586-0684
- Saint George; 435-656-1388

**Utah State Rehabilitation Services** provides vocational rehabilitation and employment services for individuals with a disability.

- Cedar City; 435-586-9995
- Saint George; 435-986-0055

## **FOOD ASSISTANCE**

**Care and Share** provides emergency food assistance for needy persons without other resources.

- Beaver (Beaver County); 435-438-6266
- Cedar City (Iron County); 435-586-4962
- Hurricane (Washington County); 435-635-0995
- Orderville (Kane County); 435-648-2504
- Kanab (Kane County); 435-691-0228
- Escalante (Garfield County); 435-826-4317
- Panguitch (Garfield County); 435-676-2509

**Switchpoint Community Resource Center - Saint George** assists with temporary food assistance to help individuals on the road to independence; 435-628-9310. Daily hot meals are served at Grace Episcopal Church; 435-767-1201.

**True Life Center - Cedar City** is a food pantry for community members; 435-867-0405.

**Women, Infants and Children (WIC)** offers nutritional counseling and food assistance for families; 877-942-5437.

## **HEALTHCARE**

**Children's Health Insurance Program (CHIP)** provides children access to healthcare; 866-435-7414.

**Dixie Regional Community Center** provides answers to health or human service questions free of charge; 435-251-2222. **Enterprise Valley Medical Clinic** offers general medical care; 435-878-2281.

**Family Healthcare** provides general medical, mental health and dental care.

- Cedar City; 435-865-1387
- Saint George & Hurricane; 435-879-2565

**Garfield Memorial Hospital** provides general emergency and hospital services for Garfield County residents; 435-676-8811. **Medicaid**; 1-800-662-9651

**Medicare**; 1-800-MEDICARE

**Primary Care Network (PCN)** provides health insurance for eligible low-income adults; 1-888-222-2542.

**NeedyMeds** is an online information resource that provides assistance to people who are unable to afford their medications; 1-800-503-6897.

### PARENTING AND FAMILY

**Head Start Program** increase social competence of prekindergarten children in low income families.

- Beaver City; 435-438-2281
- Cedar City; 435-586-6070
- Enoch; 435-865-6959
- Hurricane Valley; 435-635-3442
- Parowan; 435-477-1715
- Saint George; 435-628-5641 or 435-674-4545

**Me Grow** provides an information and referral line to connect families to resources. They also provide developmental screenings; 2-1-1 or 801-691-5322.

**Family Support Center** helps parents and guardians as they strive to provide a healthy, happy environment for their children. · Southwestern Utah Center; 435-586-0791  
· Washington County; 435-674-5133

**New Frontiers for Families - Panguitch** provides support for parents and youth with complex needs; 435-676-2599.

### SHELTERING & HOUSING SERVICES

**Housing Authority** provides affordable, safe housing for low-income families, elderly, and disabled persons. · Beaver City (Beaver County); 435-438-2935

- Cedar City (Iron County); 435-586-8462
- Saint George (Washington County); 435-628-3648

**Iron County Care and Share** provides rent payment assistance for needy families without other resources; 435-586-4962. **Switchpoint Community Resource Center** in Saint George assists with temporary housing to help individuals on the road to independence; 435-628-9310.

**Community Action** provides rental assistance and a rapid rehousing program through Five County Association of Governments.

- Cedar City; 435-867-8384
- Saint George; 435-674-5757

**Community Housing Services** provides affordable housing for persons who are low income, or disabled; 801-328-1050. **Weatherization** provides basic overall weatherization through Five County Association of Governments; 435-586-0585. **Habitat for Humanity of Southwest Utah** provides a sweat equity program to enable families to build a home; 435-674-7669

### DISABILITY SERVICES

**Red Rock Center for Independence** empowers people with disabilities to live independently through education, personalized services, and technology.

- Cedar City; 435-704-4798
- St George; 435-673-7501

**Southern Utah Autism Support Group** provides support to families of persons with autism and related conditions; 435-216-8552.

**TURN Community Services** helps people with developmental disabilities through community-based programs.

- Cedar City; 435-586-1128
- Saint George; 435-673-5251

### SENIOR CITIZEN SERVICES

**Five County Area Agency on Aging** provides in-home services and advocacy for the elderly; 435-673-3548.

**Easter Seals Employment Program** provides employment and job training opportunities to persons 55 years or older who are low income.

- Cedar City; 435-865-6555
- Saint George; 435-986-3576

### SUBSTANCE ABUSE AND ADDICTION TREATMENT

**Alcoholics Anonymous** helps alcoholics and their families overcome alcoholism; 435-674-4791.

**Alano - Dixie** is a support group of friends and family members of alcoholics; 435-673-0608.

**Horizon House - Cedar City** offers residential substance abuse treatment, available at two separate locations; 435-586-2515. **Southwest Behavioral Health Center** helps individuals to prevent and recover from severe and persistent mental illness and addiction.

- Washington County; 435-634-5600
- Iron County; 435-867-7654
- Beaver County; 435-644-4520
- Kane County; 435-644-4520
- Garfield County; 435-676-8176

#### **Day Treatment Programs**

- **Oasis House - Cedar City**; 435-586-0213
- **Elev8 - Saint George**; 435-628-0612

### UTILITY ASSISTANCE

**H.E.A.T.** provides winter home heating assistance and year-round energy crisis intervention for eligible low-income households. · Beaver County; 435-438-3584

- Garfield County; call 435-826-4410
- Iron County; 435-586-0858
- Kane County; 435-644-3803
- Washington County; 435-652-9643

### LEGAL SERVICES

**Utah Legal Services** in Saint George represents low-income individuals in domestic, civil and public issues; 800-662-4245. **FINANCIAL ASSISTANCE**

**Office of Recovery Services** helps collect child support and alimony; 801-536-8500.

**Money Management International** offers a 24-hour hotline for free individualized financial counseling; 866-531-3442.

**VITA** provides tax preparation assistance for low-income families and individuals from January-April; 2-1-1.

*For more information and assistance, call 2-1-1 or text your zip code to 898211.*

Updated June 2017





# 2023 ANNUAL SECURITY REPORT



Mountainland Technical College  
2301 West Ashton Blvd.  
Lehi, UT 84043  
<https://mtec.edu/>

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## TABLE OF CONTENTS

The Clery Act.....	3
Preparing the Annual Security Report .....	3
MTECH Security .....	3
Law Enforcement Partnerships.....	4
Campus Security Authorities .....	4
Crime Reporting.....	4
Crime Logs .....	4
Voluntary/Confidential Reporting .....	5
Security and Access to Campus Facilities.....	5
Security Considerations in Building Maintenance .....	5
Timely Warnings .....	5
Emergency Notifications.....	6
Emergency Response and Evacuation Procedures .....	7
Campus Safety and Crime Prevention Education .....	7
Alcohol, Tobacco and Drugs .....	8
Sexual Assault Prevention and Response .....	8
Disciplinary Actions Against Those Who Commit Sexual Assault .....	9
Sex Offender Registration Information.....	9
Sources for Crime Statistics .....	10
Offense Definitions .....	10
CRIME STATISTICS.....	12
Contact Information .....	13

## Message from the Vice President of Administrative Services

To the Mountainland Technical College Community,

I am pleased to present the 2023 Mountainland Technical College Annual Security Report. This report is prepared by the Mountainland Technical College Safety Committee, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, and is intended to disseminate important crime statistics and campus safety information to the MTECH community.

The primary goal of MTECH Safety Committee is to provide for the safety and security of all members of the MTECH community—our students, faculty, staff, and guests. Campus safety and security is a collaborative effort involving all members of the community and we value our partnership with all stakeholders in making the Mountainland Technical College campus safe.

This publication is intended not only to communicate mandatory crime statistics and campus safety information for students, staff and potential employees, but also to assist prospective students in the decision-making process of selecting a college by highlighting that Mountainland Technical College is a safe place to learn.

We welcome and value your input, and thank you for your continued support.

Kirt J. Michaelis, MBA, CPA  
Vice President of Administrative Services/CFO

## The Clery Act

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101- 542). This amendment required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act in memory of Jeanne Clery, a university student who was killed in her dorm room in 1986. More commonly known as the Clery Act, this law requires colleges and universities to:

- Collect, classify and count crime reports and statistics
- Issue campus alerts
- Publish an annual security report
- Submit crime statistics to the Department of Education
- Maintain a daily crime log
- Disclose missing student notification procedures
- Provide fire safety information

## Preparing the Annual Security Report

This annual security report is compiled and prepared by the MTECH Security and Risk Management Coordinator in cooperation with many campus departments, including:

- Student Services
- Campus Security Authorities (CSAs)
- Human Resources
- Facilities Services

Security reports and disciplinary referral statistics are collected from the above groups. Statistical information for reported criminal activity that occurs on campus are retrieved from the Lehi, Orem, Provo, and Spanish Fork City Police Department databases. For purposes of making timely warning reports and the annual statistical disclosure required under Clery, the campus community should report crimes to a Campus Security Authority (CSA) and the Lehi, Orem, Provo, and Spanish Fork City Police Departments.

## MTECH Security

The MTECH Security Department, Crisis Intervention Team, Evacuation Team, and Threat Assessment Team members respond to security, behavioral, fire, medical and environmental issues supporting public safety, fire, emergency medical system and other emergency response agencies. Volunteer professionals are assigned to various response teams based on their experience, training and certification, which lends support and leadership to each unique situation. Students and visitors are urged to contact any employee of the college to initiate the emergency response process.

## Law Enforcement Partnerships

MTECH is within the jurisdiction of the Lehi, Orem, Provo, and Spanish Fork City Police Departments which are responsible for law enforcement and handling of criminal activities on campus. The City Police officers are dedicated to the enforcement of state and federal laws without favoritism or bias. The City Fire Departments are responsible for responding to fire and HAZMAT emergencies on campus.

## Campus Security Authorities

Although the reporting of criminal activity directly to the MTECH Security Department is encouraged, crimes may also be reported to Campus Security Authorities (CSA). CSAs include any College officials who have responsibility for student and campus activities. Campus Security Authorities are responsible for forwarding non-identifying information to the MTECH Security and Risk Management Coordinator for inclusion in the annual security report, regardless of whether or not the victim chooses to file a report with law enforcement or press charges. As defined under the Clery Act, CSAs include college administrators, directors, Coordinators, faculty members, Student Services counselors and advisors, and any campus staff involved in disciplinary proceedings. Please be aware that information forwarded by CSAs is for statistical purposes only. In order for a case to be investigated by the MTECH Security Department, a report must be made. In order for criminal charges to be filed, a police report must also be filed with the *coordinating* City Police Department.

## Crime Reporting

Campus community members are strongly encouraged to immediately report criminal and suspicious activity occurring on MTECH property to MTECH Security. Reports can be made directly to any staff member, MTECH Security/Risk Specialist or directly to the MTECH Security and Risk Management Coordinator. Reports may also be made to the *coordinating* City Police Department.

See the emergency contacts page for contact information.

## Crime Logs

The 1998 amendments to the Clery Act introduced the requirement that campus security departments maintain a daily written crime log of any crime (not just those required to be included in the Annual Security Report) that is reported to the campus security department. The MTECH daily crime log is available for public review during normal business hours and is maintained by the MTECH Security and Risk Management Coordinator.

## Voluntary/Confidential Reporting

If you are the victim of a crime, we encourage you to file a crime report. If you would like to maintain confidentiality and do not wish to pursue action within the MTECH disciplinary or criminal justice system, you are encouraged to consider filing a confidential report for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the MTECH Security Department and Risk Management Coordinator or any Campus Security Authority. The information can enhance campus safety by allowing the MTECH to keep a more accurate record of crimes, helping to determine whether a pattern of crime exists, and alerting the Campus to potential danger.

## Security and Access to Campus Facilities

During business hours, MTECH Campus is open to students, parents, employees, contractors, and guests. During non-business hours, access to MTECH facilities is restricted to those issued an official MTECH ID badges with integrated electronic access and hard keys, or to those admitted for unscheduled access through the MTECH Security Department or Facilities Services. The MTECH Security and Risk Management Coordinator manages the electronic building access and the campus locksmith closely manages campus keying and access control systems. The campus buildings utilize intrusion alarms, motion detectors, and video cameras to enhance security.

## Security Considerations in Building Maintenance

Throughout the year, surveys are conducted to review issues and identify areas of concern with respect to building security, campus lighting, landscaping, and other potential health, safety and security issues. Lighting and safety hazards identified during routine patrol of the campus are forwarded on an ongoing basis to the Security and Risk Management Coordinator.

MTECH is currently in the process of installing, updating and integrating access controls and building security management systems to improve security on campus.

## Timely Warnings

The Clery Act requires that each campus provide a "timely warning" to the campus community concerning the occurrence of a Clery crime that the Campus believes represents a continuing threat to the campus community.

The amount and type of information that the Campus will disclose in a "timely warning" report will vary depending on the circumstances of each case. In general, whenever a report of a violent crime against a

person or a major crime against property on Campus is received, and it is determined by the security department that the report represents an ongoing threat to the safety of the Campus community, the Campus security department must issue a Campus Crime Alert. The alerts will be sequentially numbered, beginning January 1 of each year, and should include the following details of the crime, if available:

- A succinct description of the incident.
- A physical description of the suspect, including gender and race.
- Composite drawing of the suspect, if available.
- Apparent connection to previous incidents, if applicable.
- Race of the victim, if relevant.
- Sex of the victim, if relevant.
- Injury sustained by the victim.
- Date and time the campus crime alert was released

The warning will be distributed utilizing one or more of the following systems:

- Overhead public announcement.
- Posted fliers.
- Email and Text messages.
- MTECH main website.
- MTECH Facebook and Twitter accounts.
- Press release as authorized by the Campus President and/or Campus Vice President

## Emergency Notifications

Upon confirmation of a serious or emergency situation that poses an immediate threat to the health or safety of the Campus community, a campus-wide notice will be disseminated, unless issuing a notification will, in the judgment of the responding authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Events that qualify for emergency notifications include, but are not limited to, the following:

- Extreme weather conditions
- Earthquake
- Gas leak
- Terrorist incident
- Armed intruder
- Bomb threat
- Civil unrest or rioting
- Explosion
- Nearby chemical or hazardous waste spill
- Aircraft crash
- Fire

Emergency notifications are made via the RAVE alert system, which includes, voice calls, text messages, email alerts. MTECH social media accounts and the MTECH website may also be used.



In order for the emergency notification system to effectively make notifications, students and staff are encouraged to keep all contact information updated with Student Services (for students) or Human Resources (for employees).

## Emergency Response and Evacuation Procedures

The Campus Emergency Operations Plan provides the framework for an organized response to various human-caused and natural emergency situations including fires, hazardous spills, earthquakes, flooding, explosion, and civil disorders. In addition to the Campus Emergency Operations Plan, Campus Evacuation Guidelines, and Campus Emergency Response Guidelines have been developed for specific programs and buildings, which provide specific evacuation procedures. It is recommended that students and employees become familiar with these plans and procedures prior to an emergency.

MTECH conducts numerous emergency response exercises each year, such as tabletop drills, field exercises and drills, and tests of the emergency notification system. These exercises are designed to assess and evaluate the emergency plans and capabilities of MTECH.

## Campus Safety and Crime Prevention Education

The MTECH Security and Risk Management Coordinator and the MTECH Student Services Department actively participate in efforts to educate the campus community about crime awareness and personal safety. Campus safety presentations on various topics are provided for students and employees periodically, and upon request throughout the year.

Presentations and workshops covering a variety of topics are available, including office and classroom safety, sexual assault and rape prevention, vehicle security, workplace violence, internal threat and active shooter training, and emergency evacuation and campus emergency procedures training. Office and classroom safety surveys are also conducted periodically, and can be requested at any time.

In addition to formal training presentations, information is also available through the MTECH website, which contains the MTECH Emergency Operations Plan, Health & Safety policies and Emergency Guidelines.

While the MTECH Security Department may offer advice and assistance regarding campus safety, all members of the campus community are encouraged to take responsibility for their own safety and, when possible, assist others. All members of the campus community are encouraged to use common sense, be proactive, and take precautions. To prevent unauthorized access to campus buildings, doors should not be propped open, left unlocked, or opened for any unknown person. ID badges and keys should be kept secure and the loss or theft of ID cards and/or keys should be reported to the Security and Risk Management Coordinator immediately. Crimes or suspicious circumstances should be reported to any staff member immediately.

## Alcohol, Tobacco and Drugs

Mountainland Technical College has a stringent policy governing the use of alcohol and other drugs. The purchase, possession, use, consumption, sale, distribution, or illegal storage of any alcoholic beverage, controlled substance or illegal drug is prohibited on any campus or training site, and at all College activities. In accordance with the Indoor Clean Air Act, all buildings on all campuses and centers are smoke-free. E-cigarettes and nicotine vapor producing devices are also prohibited on MTECH property.

## Sexual Assault Prevention and Response

On March 7, 2013, President Obama signed a bill that strengthened and reauthorized the Violence Against Women Act. Included in the bill was the Campus Sexual Violence Elimination Act (Campus SVEA), which amends the Jeanne Clery Act and affords additional rights to campus victims of sexual violence, dating violence, domestic violence, and stalking. This report reflects the implementations of those changes and amendments.

In an effort to reduce the risk of sexual misconduct as well as the crimes of rape, sexual assault, sexual harassment, stalking, dating violence and domestic violence occurring among its students, MTECH utilizes a range of campaigns, strategies and initiatives to provide education in the areas of awareness, risk reduction and prevention programming.

MTECH does not tolerate sex offenses in any form, including sexual assault, sexual misconduct, harassment, exploitation, or intimidation. Reports of sex offenses may be made to the Security and Risk Management Coordinator, Human Resources, the *coordinating* City Police Department, the MTECH Security Department, the Student Services Division, any program director, faculty member, or any staff member.

Sexual offenses can be addressed both through the MTECH administrative procedures and through the criminal justice system. Any criminal proceeding is entirely separate from administrative proceedings of the MTECH.

*Coordinating* City Police officers are trained in the proper identification, collection and preservation of evidence, which is essential to the successful prosecution of most sex offenses. It is crucial that the police department be contacted as soon as possible. Reporting the crime to law enforcement also allows action that may prevent further victimization, can lead to the apprehension of the suspect, and provides the opportunity to have the incident documented for more accurate statistical recordings.

If a person does not wish to make a report to the police, they are still encouraged to seek professional medical advice. (Please note that all health-care providers are legally required to report all cases of suspected sexual or physical assault to law enforcement.)

Sexual assault is a growing concern on college and university campuses. We are fortunate at MTECH to have a relatively low rate of sexual assault. However, one is too many and it is understood that many sexual assaults go unreported. In an effort to assist victims of sexual assault, the following information is made available:

Police and Rape Crises Centers are trained to assist victims with medical help and counseling at a time of crisis. The following procedures should be followed if someone is a victim of a sex offense:

- A report should be made immediately to the police.
- Medical attention should be sought, if needed.
- The victim should not change clothes or shower.
- No items should be disturbed in the place the attack occurred.
- A Victim’s Advocate, friend or relative can be contacted to be with the victim.
- If desired, the victim may request a change in their academic situation. The Director of Student Services should be contacted to assist and discuss options.
- If the victim does not want to contact the police, the following list of resources is provided:
  - Intermountain Specialized Abuse Treatment Center (ISAT)..... 801-886-8900
  - Rape/Sexual Assault Crisis Line ..... 888-421-1100
  - Safe Harbor Domestic Violence Shelter (Women & Men) ..... 801-444-9161
  - Utah Coalition Against Sexual Assault (UCASA) ..... 801-746-0404
  - Victim of Crime Assistance Program- Utah County Attorney’s Office ..... 801-851-8026

If a victim does not wish to make a report with the police, they are encouraged to consider filing a confidential report with MTECH for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the MTECH Risk Management and Building Services Coordinator or any Campus Security Authority. The information can enhance campus safety by allowing MTECH to keep a more accurate record of crimes, helping to determine whether a pattern of crime exists, and alerting the Campus to potential danger.

## Disciplinary Actions Against Those Who Commit Sexual Assault

A student suspected of an alleged sex offense is subject to both criminal prosecution and disciplinary action under the Student Code of Conduct. Disciplinary action can be initiated even if criminal charges are not pursued. Both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding, and both shall be informed of the outcome.

## Sex Offender Registration Information

The Federal Campus Sex Crimes Prevention Act (amends 42 United States Code 14071), and the Utah Sex Offender Registration Act (77-27-21.5, U.C.A.) requires institutions of higher learning to issue a statement in their annual security report detailing where members of their campus community can obtain information concerning registered sex offenders. It also requires sex offenders who are required to register under state law to provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides.

Members of the public may access sexual offender information through the *coordinating* City Police Department or by contacting the MTECH Security and Risk Management Coordinator.

Individuals wishing to learn additional information about registered sex offenders may go to the Utah Department of Corrections Sex Offender Registry website at:  
<https://corrections.utah.gov/index.php/victim-resources>

## Sources for Crime Statistics

This report contains statistics compiled from reports received from the *coordinating* City Police Departments, UTAH County Sheriff's Department, MTECH Security Department, MTECH Student Services, and other Campus Security Authorities.

## Offense Definitions

Per the Clery Act, crimes are classified based on the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting Handbook (UCR). For sex offenses only, the definitions used are from the FBI's National Incident-Based Reporting System (NIBRS) edition of the UCR. Hate crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection. Although the law states that institutions must use the UCR for defining and classifying crimes, it doesn't require Clery Act crime reporting to meet all UCR standards.

- **Murder:** The willful killing of one human being by another.
- **Negligent Manslaughter:** The killing of another person through negligence.
- **Robbery:** The taking, or attempting to take, anything of value from a person by force, or threat of force or violence and or by putting the victim in fear of immediate harm.
- **Burglary:** The unlawful entry into a building or other structure with the intent to commit a felony or a theft.
- **Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.
- **Larceny Theft:** The unlawful taking of property from the possession of another.
- **Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle (includes joyriding).
- **Liquor Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcohol. (Does not include DUI)
- **Drug Abuse Violations:** The violation of state and local laws to include unlawful possession, sale, and/or use of narcotic drugs such as cocaine, marijuana, methadone, etc.
- **Weapon Law Violations:** The unlawful possession of deadly weapons -- concealed or openly carried.

- **Forcible Sex Offense:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, including forcible rape, forcible sodomy, forcible fondling, etc.
- **Non-Forcible Sex Offenses:** Unlawful, non-forcible sexual intercourse to include incest and statutory rape, (someone under the statutory age of consent).
- **Hate Crimes:** Any of the aforementioned offenses, larceny, simple assault, intimidation and vandalism reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Categories of bias are: race (real or perceived), gender identity, religion, sexual orientation, ethnicity/national origin, or disability, any other crime involving bodily injury. New Reportable Incidents.
- **Domestic Violence:** Includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
- **Dating Violence:** Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.
- **Stalking:** A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

# CRIME STATISTICS

Category	2016	2017	2018	2019	2020	2021	2022
Murder	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0
Sex Offense- Forcible	0	0	0	0	0	1	1
Sex Offense-Non-Forcible	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	1
Motor Vehicle Theft	0	0	0	0	0	1	0
Arson	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0
Liquor Law-Arrests	0	0	0	0	0	0	0
Liquor Law Discipline	0	0	0	0	0	0	0
Drug Offences-Arrests	0	0	0	0	0	0	0
Drug Offences-Discipline	0	0	0	0	0	0	1
Weapons Arrests	0	0	0	0	0	0	0
Weapons Discipline	0	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0	0

## CONTACT INFORMATION

### Location

Mountainland Technical College  
2301 West Ashton Blvd.  
Lehi, UT 84043

### For Campus Emergencies

Main Campus Operator .....	801-753-4200
Security (Emergency and Non-Emergency) .....	801-753-4199
Fire Safety.....	801-753-4176
Facilities .....	801-753-4218
Student Services .....	801-753-6282
Lehi Police (Emergency) .....	911
Lehi Police (Non-emergency) .....	801-768-7110
Orem Police (Emergency) .....	911
Orem Police (Non-emergency) .....	801-229-7070
Provo Police (Emergency) .....	911
Provo Police (Non-emergency) .....	801-852-6210
Spanish Fork Police (Emergency) .....	911
Spanish Fork Police (Non-emergency) .....	801-804-4700







**ANNUAL SECURITY  
REPORT AND  
SAFETY PLAN  
2023**



**We encourage members and prospective members of the Ogden-Weber Technical College community to use this report as a guide for safe practices on and off campus.**

**The college sends out an email to enrolled students and current employees annually to notify them that the report is available to be viewed. The email includes a brief summary of the contents of this report and the web address for the college's campus safety website where the Annual Security Report and Safety Plan can be found. The report is available to be viewed on-line at:**

**[www.otech.edu/about-us/security](http://www.otech.edu/about-us/security)**

**You may request a paper copy of the report by calling the Campus Security Department at 801-430-5139 or by coming into the Security Office.**

# Inside this Report

2023 Annual Security Report for Reporting Year 2022

Crime Statistics Report .....	2
OTECH Clery Crime Reporting Map .....	4
Crime Statistics .....	5
Campus Security and Crime .....	9
Crime or Emergency Reporting .....	10
Voluntary Confidential Reporting .....	10
LiveSafe Safety App .....	12
College Response to Reported Crimes .....	13
Campus Security Authorities .....	13
Security and Access in Campus Facilities .....	14
Security and Access in Academic and Administrative Campus Buildings .....	14
Security in Building Maintenance .....	15
Maintenance of Campus Facilities .....	15
Safety and Security Awareness Programs .....	15
Crime Prevention Programs .....	16
Definition of Crime Categories .....	16
Timely Warnings and Emergency Notification .....	19
Immediate Notification .....	20
Emergency Response and Evacuation Procedures .....	21
Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking Prevention .....	22
Reporting .....	22
College Response .....	24
Discrimination Grievance Procedures .....	25
Educational Programs .....	26
Support Programs and Services – On Campus .....	27

Sexual Assault Support Programs and Services – Off Campus .....	27
Alcohol and Substance Abuse.....	29
Standards of Conduct.....	29
Illegal Drugs .....	29
Prescription Drug Abuse .....	29
Medical Marijuana .....	29
Health Risks of Alcohol and Drug Abuse.....	29
Social, Academic, and Personal Risks of High-Risk Substance Abuse.....	29
Second-Hand Effects .....	30
Risks Associated with Dependency or Addiction .....	30
Education, Prevention, and Treatment Programs .....	31
Students and Employees – General Counseling Services .....	31
Enforcement / Sanctions .....	32
Fire Reporting and College Response to Arson.....	33
Evacuation Procedures .....	33
Fire Safety System .....	35
Ogden-Weber Technical College Campus Safety Plan .....	36
Resources .....	39
OWTC Sexual or Violent Offender Information .....	40

# Annual Security Report for Year 2022

## Introduction

The Ogden-Weber Technical College (OTECH) is pleased to provide this year's edition of our Annual Security Report and Safety Plan. This publication represents the college's information and data in compliance with the provisions of the Crime Awareness and Campus Security Act of 1990 and the Jeanne Clery Act of 1998. This report includes statistics for the previous three years concerning reported crimes that occurred on college property owned or controlled by OTECH and on public property within, or immediately adjacent to and accessible from the college. These statistics and an explanation of how they were gathered are found on pages 2-8.

This report also complies with Utah Code 53B-28-401 and is intended to be a resource guide, directing readers to campus safety and security services, crime prevention, and personal safety strategies. It includes information and policy statements regarding: crime prevention, security awareness, fire safety, alcohol and substance abuse prevention, sexual misconduct, dating violence, domestic violence, and stalking prevention; policies, response and resources; procedures for reporting a crime; emergency and

evacuation policies and procedures; as well as other matters of importance to the college community. Each year, notification is sent to enrolled students, faculty, and staff, which provides the web address for this on-line Annual Security Report, a brief description of the report, and information about where to obtain a paper copy if needed.

OTECH is committed to providing a safe and secure educational and working environment. All members of our college community (students, employees, and visitors) are encouraged to read and understand the security, personal safety, and other useful information contained in this report. Personal safety is the responsibility of each individual. As such, the OTECH encourages each student, employee, and visitor to be aware of how to most effectively protect themselves and to report crimes and suspicious incidents. OTECH community members can also use this information to prevent and report criminal or other misconduct or unsafe activities. Personal awareness, practicing personal safety, and reporting incidents of concern are the foundation of a safe campus community.

# Crime Statistics Report

This report includes statistics for the previous three years concerning reported crimes that occurred on campus, on non-campus property owned or controlled by OTECH, and on public property within, or immediately adjacent to and accessible from, the college. These statistics are found on pages 5-8.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 U.S.C. § 1092 (f)) is a federal law that requires colleges and universities to disclose information about crime on and around their campuses. The following pages provide crime statistics for the 2022, 2021, and 2020 calendar years as required by law.

The Clery Act requires that the following "Clery crimes" be reported:

- Murder and Non-negligent Manslaughter
- Negligent Manslaughter
- Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Weapons Violations
- Drug Violations
- Liquor Violations
- Domestic Violence
- Stalking
- Hate Crimes

(Criminal Offenses are defined as outlined by the U.S. Department of Justice, FBI National Incident-Based Reporting System.)

Under the Clery Act, OTECH is required to submit annual crime statistics showing reported occurrences of specific types of crime for the benefit of current/prospective students and employees. Crimes reported confidentially are included in the annual disclosure of crime statistics. Campus counselors report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Staff will inform persons they are counseling that they will make these confidential reports. Statistics pertaining to referrals for disciplinary action reflect those incidents of alcohol, drugs, and weapons violations that were referred to the Student Services Office for student disciplinary action.



Jeanne Clery

## Clery Geography Definitions

The following Clery geography definitions apply to the Crime Statistics Report on pages 5-8.

On campus is defined as "any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including student halls; and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes (such as a food or other retail vendor)."

Non-campus building or property is defined as "any building or property owned or controlled by a student organization recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the institution."

Public Property is defined as "all public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes."

## Crime Statistics Collection

In accordance with the Jeanne Clery Disclosure of Public Safety Policy and Campus Crime Statistics Act (the Clery Act) of 1998 and the Higher Education Amendments of 1992 and 2008, OTECH collects and reports crimes on campus, non-campus sites owned or maintained by OTECH and/or recognized College organizations, and public property. OTECH prepares a three-year statistical report of these incidents and provides this report to students and employees through publication on the OTECH website and specific notifications sent annually referring current and prospective students and employees to the report.

The current reported crime statistics are found on pages 5-8 and can also be accessed by going to the Department of Education's Campus Safety and Security Data Analysis Cutting Tool search site at:

[ope.ed.gov/campussafety/#/](https://ope.ed.gov/campussafety/#/)

Click on "Get Data for One School" on the left side of the page and enter "Ogden-Weber Technical College". A link is also available on the Campus Safety website.

# OTECH Clery Crime Reporting Geography Map





# Crime Statistics



	ON-CAMPUS			NON-CAMPUS			PUBLIC PROPERTY		
	2022	2021	2020	2022	2021	2020	2022	2021	2020
<b>CRIMINAL OFFENSES</b>									
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>VAWA OFFENSES</b>									
Domestic Violence	1	2	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>WEAPONS, DRUGS, ALCOHOL ARRESTS</b>									
Weapons Law Arrests	1	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>WEAPONS, DRUGS, AND ALCOHOL DISCIPLINARY ACTIONS/REFERRALS</b>									
Weapons Law Violations	1	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>HATE CRIMES BY CATEGORY &amp; BIAS</b>									
<b>Murder and Non-negligent Manslaughter</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	ON-CAMPUS			NON-CAMPUS			PUBLIC PROPERTY		
	2022	2021	2020	2022	2021	2020	2022	2021	2020
<b>HATE CRIMES BY CATEGORY &amp; BIAS</b>									
<b>Negligent Manslaughter</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Sex Offenses*</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Robbery</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Aggravated Assault</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	ON-CAMPUS			NON-CAMPUS			PUBLIC PROPERTY		
	2022	2021	2020	2022	2021	2020	2022	2021	2020
<b>HATE CRIMES BY CATEGORY &amp; BIAS</b>									
<b>Burglary</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Motor Vehicle Theft</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Arson</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Destruction/Damage/Vandalism of Property</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	ON-CAMPUS			NON-CAMPUS			PUBLIC PROPERTY		
	2022	2021	2020	2022	2021	2020	2022	2021	2020
<b>HATE CRIMES BY CATEGORY &amp; BIAS</b>									
<b>Intimidation</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Larceny Theft</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Simple Assault</b>									
Race	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* Sex offenses, for Clery counting purposes include: rape, fondling, statutory rape, and incest ("rape" is inclusive of sexual assault, sexual assault with an object, and sodomy and can be perpetrated against both men and women).

# Campus Security and Crime Reporting

## About the Campus Security Department

OTECH's Campus Security Department, as established in Utah law (Title 53b-3-104 Utah Code Annotated), has primary responsibility for campus security on OTECH property and provides a broad range of services to the college community. Law enforcement services are provided by the Ogden Police Department (OPD). The Campus Security Department maintains a close working relationship with OPD and maintains a Memorandum of Understanding (MOU) with them regarding the investigation of alleged criminal incidents.

The Campus Security Department provides continuous year round security protection to the OTECH community. 24-hour security services are provided with access to municipal police, fire, and emergency medical services provided by Ogden City.

Campus Security officers do not have police authority but are authorized to enforce the college's rules and regulations on campus property. Security officers may also enforce the college's vehicle parking and traffic regulations on campus. The OPD, Weber County Sheriff's Office, and the Utah Department of Public Safety provide mutual assistance when needed and when it concerns criminal matters.

The Security Manager is responsible for the management of the Campus Security Department and reports directly to the Vice President of College Services. However, all campus safety services are closely coordinated with other key college administrators as well as local officials. Campus security officers are licensed security officers in the state of Utah and comply with the training and licensing standards required by the Utah Division of Occupational and Professional Licensing (DOPL) regarding security officers. They are also certified in first aid/AED/CPR. Additional professional and formal education is stressed for all officers.



## Crime or Emergency Reporting

Unfortunately, these days crime is a reality. Preventing crime is everyone's responsibility. Unreported crime is a criminal's greatest ally. If you suspect a crime has taken place, contact the Campus Security Department (located on the main entrance drive) for on campus crimes or OPD.

- For emergencies call: 911
- For non-emergencies call:  
801-430-5139 (Campus Security)  
801-395-8221 (Ogden Police)

Suspicion of crime does not require proof. If you suspect a crime has been committed or is being committed, call the Campus Security Department or OPD immediately. If you see something, say something. Only concerned citizens can prevent crime.

If you are a victim or witness of a crime: Report the incident immediately to the police or Campus Security. If you can, gather pertinent information, such as sex, race, hair color, length and texture, body size, clothing description, scars and other noticeable characteristics, modes of travel, type of vehicle, color, and license information.

Suspicious persons: If you see anyone acting suspiciously, call 911 or Campus Security. Do not approach the individual yourself. Report the type of suspicious behavior and the location. Relay pertinent information concerning the involved person including: age, sex, dress, vehicle, and direction of travel. Use the LiveSafe app on your smart phone. You can even submit your tip anonymously.

Bomb threats: If you receive a bomb threat, it is important to obtain as much information as possible from the caller.

Things to ask are: (1) location of bomb, (2) time of explosion, and (3) type of bomb.

Make mental notes about the caller's voice and background noises which you may hear. Call 911 immediately. Do not panic. Campus Security will search the area, notify properly trained personnel, and notify emergency services. Campus Security, in conjunction with the building supervisor and administration, will determine if evacuation is necessary.

What to Report: When calling the Campus Security Department to report an incident, please provide the following information:

1. Your name
2. Location of incident
3. Type of incident
4. Description of suspect, vehicles, or other pertinent information
5. Return telephone number

## Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the college system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Security Manager or designee of the Campus Security Department, or any Campus Security Authority (CSA), can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the

college can keep an accurate record of the number of incidents involving students, employees and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the college community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the college.

If you wish to make a confidential report, OTECH offers anonymous reporting to anyone who has witnessed or knows about a crime committed on campus via our campus safety app, LiveSafe, that you can download onto your smartphone. Or, by sending email to: [campus.security@otech.edu](mailto:campus.security@otech.edu). with information you feel helpful in keeping our campus safe and secure. You should provide the information as described in the above paragraph.



## OGDEN-WEBER TECHNICAL COLLEGE CAMPUS SECURITY

**Access COVID-19 Information**  
Access the latest information about the Coronavirus.

**Campus Safety Information**  
Learn more about local emergency services and your organization's safety officials

**SafeWalk**  
Ask friends and family to virtually escort you to your intended destination.

**Get LiveSafe**  
Download "LiveSafe" from the App Store or Google Play. Register and fill out your profile. Search for & select our organization. You're set!

**Health Check-In**  
Not Feeling well? Check in with your school and health professionals!

**Submit Work Order**  
Ability to create a work ticket to the facilities team.

Scroll down the App for Additional Safety Information

# CAMPUS SAFETY, RESPONSE, AND REPORTING

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It is the policy of the Ogden-Weber Technical College to take reasonable precautions to provide a safe and secure environment for people, facilities, equipment, and property and comply with federal laws regarding campus safety.



You can view our Campus Safety, Response, and Reporting Policy at:

[otech.edu/safety](http://otech.edu/safety)

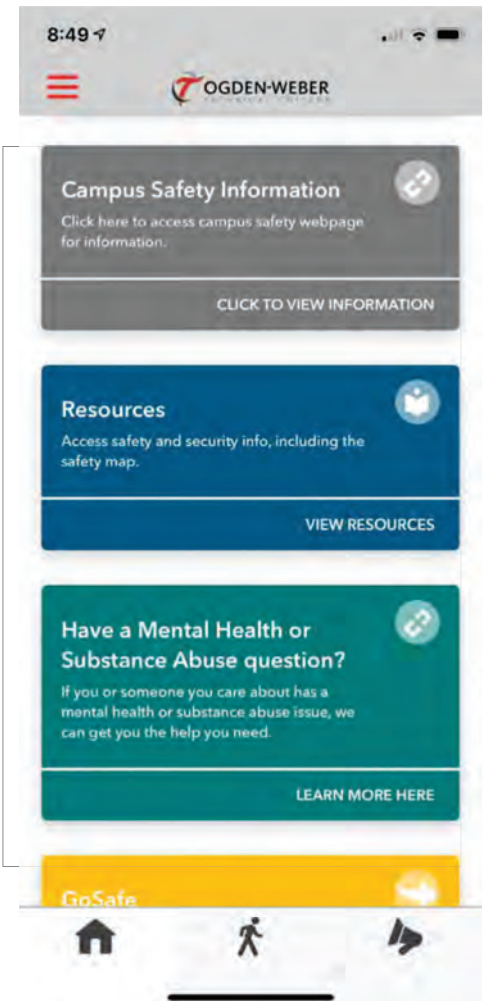
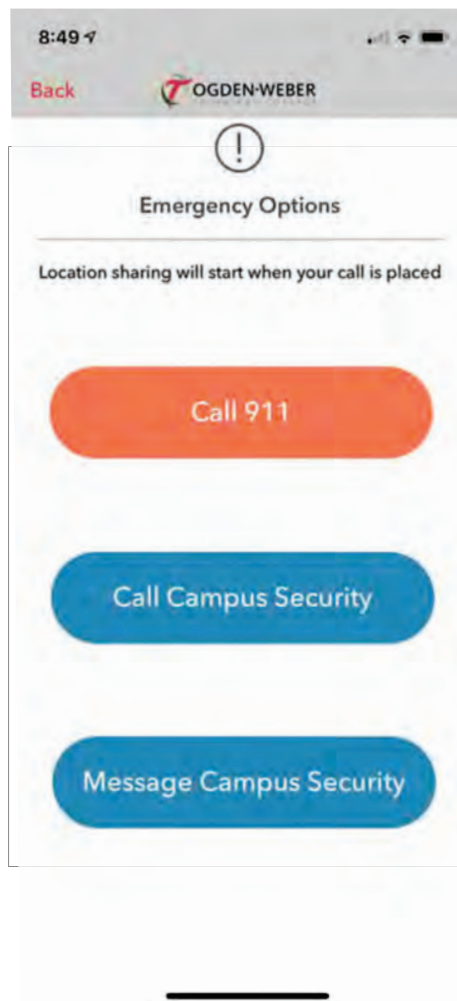
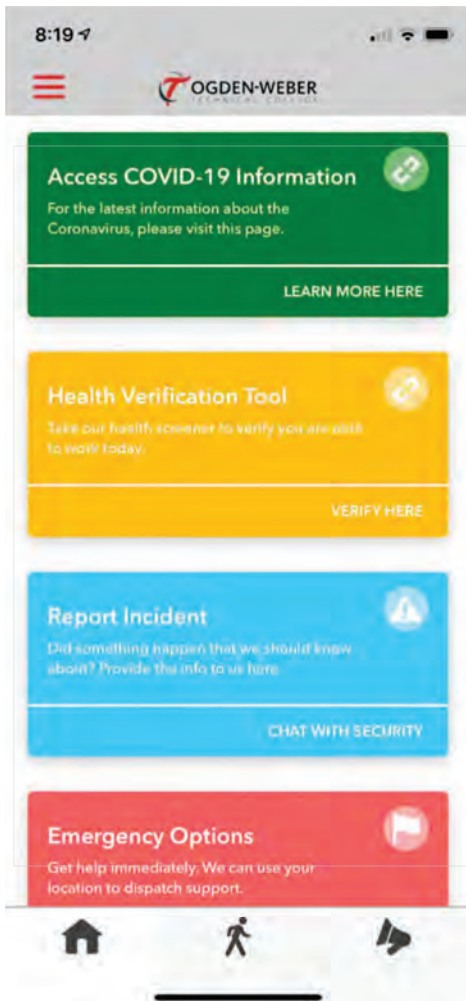
A hard copy of the policy is also available in the security department on each campus.





# Vector LiveSafe

The college provides free access to our campus safety app known as LiveSafe for your Android or iPhone smartphone. It can be used for both non-emergency and emergency purposes such as reporting a crime in progress, sending an anonymous safety tip, accessing campus safety information, emergency procedures, maps, and other resources. You can also use it to request a safety escort anywhere on campus by a campus security officer at any time seven days a week.





## College Response to Reported Crimes



The Campus Security Department will respond to reports of crime against persons and all property owned, controlled, leased, or operated by the college. On a 24-hour basis, Security can respond and, if needed, will request assistance from OPD and/or the Weber County Sheriff's Office.

All reports of criminal activity occurring within the jurisdiction of the college will be investigated and, if the investigation confirms a violation of the state criminal code, the matter will be referred to the OPD for investigation. Reports of criminal activity received by Campus Security occurring outside of its jurisdiction will be referred to the appropriate city or county law enforcement agency.

The college will make timely reports to the OTECH community regarding the occurrence of crime on college property. A log of crime reports and incidents is maintained and available for review by the college community and the public at large. This daily crime log can be found on the college campus safety website or viewed at the Campus Security Department.

## Campus Security Authorities

Students and employees should report criminal offenses described in the law to designated Campus Security Authorities (CSAs) or local law enforcement for the purpose of making timely warning reports and annual statistical disclosure. Under the Clery Act, the college must designate certain individuals and organizations as CSAs. The college's designated CSAs include all members of the Campus Security Department, directors, counselors, members of the Student Assistance and Intervention team, vice presidents and the president. Crimes reported to any CSA will be included in the annual crime statistics found on pages 5-8.

As explained above, students, employees, and visitors are encouraged to promptly report crimes to Campus Security. However, students may contact any CSA for appropriate assistance in reporting crimes. Confidentiality of crime reports made to CSAs cannot be promised. Clery requires statistical reporting, but CSAs are also reporters under the requirements of Title IX, and as such, may not be able to maintain confidentiality. There may be instances where the college must act regardless of the wishes of the complainant or reporter. Nevertheless, in such cases the college will take care to protect identities to the extent allowed by the circumstances and law. For more information regarding CSAs you can read our informational guide here: [www.otech.edu/site/wp-content/uploads/Clery-CSA-guide.pdf](http://www.otech.edu/site/wp-content/uploads/Clery-CSA-guide.pdf)

## **Annual Disclosure of Crime Statistics**

Under the Clery Act, the college is required to report annual crime statistics showing reported occurrences of specific types of crime for the benefit of current/prospective students and employees. These statistics are provided on pages 5-8.

Crimes reported to the college anonymously are included in the annual disclosure of crime statistics. Counseling staff report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. These staff members will inform persons they are counseling that they will make these confidential reports. They will not disclose any identifying information without the written consent of the client.

Statistics pertaining to referrals for disciplinary action reflect those incidents of alcohol, drugs, and weapons violations that were referred to the Student Services Office for student disciplinary action.

Statistics for off-campus crime are not collected by the OPD or Weber County Sheriff's Office for Clery reportable offenses or arrests. The Campus Security department has requested the information for public property and non-campus buildings or property within the jurisdiction of each agency. However, the agencies have officially confirmed that they are not able to provide this data.

## **Security and Access in Campus Facilities**

OTECH has established policies and practices designed to provide security and access in its facilities, whether in classrooms, offices, public areas, or other campus locations.

## **Security and Access in Academic and Administrative Campus Buildings**

Primarily, security in buildings is maintained through a master key system managed by the Facilities Department. This key system provides access for authorized faculty and staff to academic buildings during closed hours. Key access is provided with appropriate written supervisory approvals. Campus buildings are normally open from 7:00 AM until 9:00 PM (closing times may vary by building) Monday through Friday or for scheduled weekend classes and special events but are generally locked at all other times.

In addition, the college has adopted the following additional security practices:

1. Rules that require that exterior building doors are not propped open when the doors are locked.
2. The right to prohibit, limit, or otherwise restrict access to or use of its buildings, facilities, or other property as may be necessary to provide for the orderly conduct of the college's educational, technical, and service programs and the safety and security of the campus property, students, employees, guests, and other visitors.

3. Substantial outdoor lighting installations which help deter criminal behavior and enhance security; lighting is routinely patrolled to identify outages and periodically assessed to assure effectiveness.

4. Security officers patrol the campus 24 hours a day, seven days a week and utilize a state of the art monitoring system to monitor a comprehensive network of video surveillance, intrusion, panic and fire alarm systems.

5. A policy requiring background checks for new employees; potential employees with criminal backgrounds may be denied employment to protect the campus community.

## **Security in Building Maintenance**

OTECH's master key system also controls security for maintenance and custodial staff. All Facilities Services and auxiliary employees authorized to carry master keys are required to store these keys in a secure location during all non-working hours. Most buildings are part of a security system that requires the use of a staff-assigned proximity card to gain entrance into the building.

## **Maintenance of Campus Facilities**

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Security regularly patrols campus and reports malfunctioning lights and other unsafe physical conditions to the Facilities Department for correction. Other members of the college community are helpful when they report equipment problems to Security and/or Facilities.

Facilities Services provides a call-out program to provide maintenance services during after-

hour, weekend, and holiday periods. For security considerations, if an employee is called in to assist with after-hour maintenance issues, the employee must check in with the Campus Security Department with his or her name, title, and location where they will be working. Upon completion of the work, the employee shall again contact Security to advise that he or she is leaving.

## **Safety and Security Awareness Programs**

The college provides safety and security education to students and employees through numerous platforms including digital media and live presentations to on-campus groups.

Educational programs concerning security procedures, crime prevention, including prevention of sexual assault, date/acquaintance rape, other forcible and non-forcible sex offenses, and personal safety techniques are offered by a variety of groups and individuals on and off campus each year, including Campus Security, the college Counseling Center, YCC Family Crisis Center, Weber State University, local law enforcement agencies and others. On-line programs are offered during orientation and throughout the year. These presentations include:

- Alcohol awareness
- Drug awareness
- Crime prevention covering crimes such as rape, acquaintance rape, domestic violence, dating violence, sexual assault, sexual intercourse without consent, relationship violence, bystander intervention, bullying and stalking
- Run, Hide, Fight - Active Shooter and workplace violence protocols

- New employee orientation
- Internet safety and security
- Fraud prevention
- Property security
- Personal safety
- Building evacuation procedures
- Others upon request

## Crime Prevention Programs

The college's crime prevention plan stresses community awareness and interaction through the dissemination of materials and presentations designed to familiarize students, faculty, and staff with their responsibility in reducing criminal opportunity. The Campus Security Department provides annual training to employees on safety issues and classroom presentations on request. Crime prevention materials and reminders are also distributed to the campus community throughout the year. In addition, the campus safety website provides crime prevention information for the campus, crime alerts, the Sexual or Violent Offender Link, the Daily Crime Log and other useful information and links.

The college stresses that preventing crime is a shared responsibility. Everyone in the campus community should play an active role in making the college environment safe and secure from criminal activity.

## Definition of Crime Categories

Criminal offenses are defined as outlined by the FBI's Uniform Crime Reporting Program (UCR) and the National Incident-Based Reporting System (NIBRS):

- **Murder & Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human

being by another. Any death caused by injuries received in a fight, argument, quarrel, assault, or commission of a crime is classified as murder and non-negligent manslaughter.

- **Negligent Manslaughter:** The killing of another person through gross negligence. Deaths of persons due to their own negligence, accidental deaths not resulting from gross negligence, and traffic fatalities, are not included in the Negligent Manslaughter category.

- **Sex Offenses:** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

**A. Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

**1) Sodomy:** Oral or anal sexual intercourse with another person, 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 or physical incapacity.

**2) Sexual Assault With An Object:** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, 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 or physical incapacity. (An "object" or "instrument" is anything used by the offender other than the offender's genitalia, e.g., a finger, bottle, handgun, stick.)

**B. Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**C. Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**D. Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

- **Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- **Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- **Burglary:** The unlawful entry of a structure to commit a felony or a theft.
- **Motor-Vehicle Theft:** The theft or attempted theft of a motor vehicle, including automobiles, trucks, motorcycles, 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, personal property of another, etc.
- **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 or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

- **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined by the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of the interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- **Liquor-Law Violations:** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking or attempts to commit any of the aforementioned offenses. Drunkenness and driving under the influence are not included in this definition.
- **Drug Abuse Violations:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their

preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of a narcotic drug.

- **Weapons-Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

- **Hate crime:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability. For Clery Act reporting purposes, hate crimes include any offense in the following list that is motivated by bias:

- Murder and Non-negligent Manslaughter
- Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Destruction/Damage/Vandalism of Property
- Intimidation
- Larceny/Theft
- Simple Assault

- **Hate Crime Bias**
- Race
- Gender
- Religion
- National Origin
- Sexual Orientation
- Gender Identity
- Ethnicity
- Disability

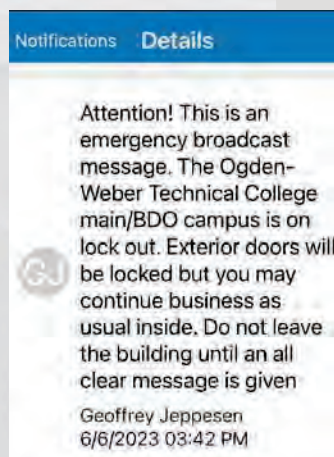


## Timely Warnings and Emergency Notification

The college has a Timely Warning and Emergency Notification procedure. The procedure provides that we will issue timely warnings to the college community in the event of violent crimes or emergencies which represent a serious or continuing threat to the college.

Consistent with the requirements of the Clery Act, OTECH will immediately notify the college community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, unless issuing a notification will compromise efforts to assist a victim, or otherwise contain, respond to, or mitigate the emergency.

The college's Security Manager, and members of the Student Assistance and Intervention Team (SAIT) will quickly decide whether to issue a timely warning and/or emergency (immediate) notification after reviewing factors such as the nature of the crime, the continuing danger to the OTECH community and the possible risk of compromising law enforcement efforts. They will also determine the appropriate audiences in the college community to receive the notice and whether the emergency information should be provided to the larger community. Timely warnings and immediate notifications issued under this procedure related to criminal activity may also be sent to local law enforcement agencies.



## Timely Warning Notifications

Timely warnings will be distributed to the entire college community as soon as pertinent information has been verified and are issued for all Clery Act crimes occurring within our Clery geography that are:

- Reported to CSA's or local police and;
- Are considered by the college to represent a serious or continuing threat to students and employees

Timely warnings for non-Clery crimes may also be issued if deemed necessary.

The college's Security Manager or designee writes and reviews all timely warning notifications and sees that they are distributed. Updates to the college community about any particular case resulting in a timely warning notification will be distributed in the same manner as the original notification.

Timely warnings will typically include information such as a brief statement of the incident, physical description of any suspect, appropriate safety tips, and other relevant, available information. The warnings will withhold the name and identifying information of the victim as confidential.

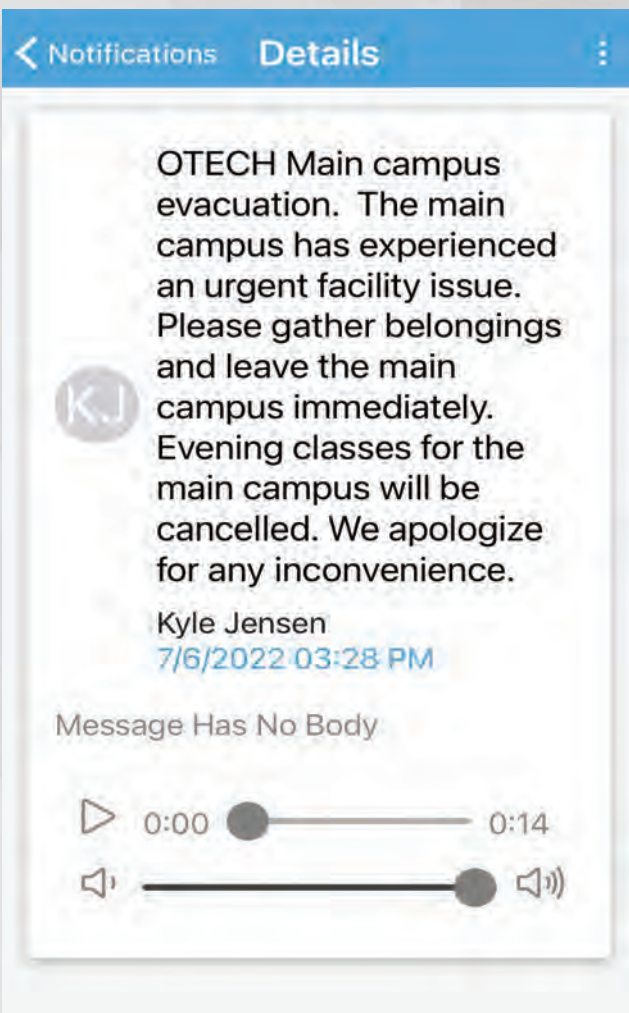
Timely warnings and emergency notifications will be distributed by various means which may include the OTECH campus alert notification system, posting on the college's webpage, social media, news feeds, and paper postings in buildings. Anyone with information about a situation that may require the issuance of a timely warning or emergency notification should report the circumstances promptly to any CSA or the Campus Security Department by calling 801-430-5139 or in person at the Campus Security building located on the main entrance drive to the campus.

## Immediate Notification

The college's emergency notification system is designed to send text messages, emails, and phone messages to transmit brief, urgent messages to a large segment of the college population as quickly as possible. OTECH will immediately notify the college community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on campus. The college will take into account the safety of the community, determine the content of the notification and promptly initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency or violate FERPA.

The types of incidents that may pose an immediate threat to the community could include, but are not limited to, emergencies such as: an active shooter on campus, hostage/barricade situation, a riot, a suspicious package with confirmation of a device, an earthquake, a fire/explosion, suspicious death, structural damage to a college-owned or controlled facility, biological threat (anthrax, etc.), significant flooding, a gas leak, hazardous materials spill, etc.

Students, faculty, and staff are automatically enrolled for campus alerts when they enroll or begin employment. They can choose to "opt out" of these alerts if they choose. Enrollment is free of charge.





Anyone with information about a situation that may require the issuance of a timely warning or emergency notification should report the circumstances to the Campus Security Department by calling 801-430-5139 or in person at the Campus Security building located on the main entrance drive to the campus.

## Emergency Response and Evacuation Procedures

The college has adopted emergency response procedures. The procedures are contained in the college's Emergency Procedures Guide.


Written plans for building evacuation that are compliant with federal Occupational Safety and Health Administration (OSHA) regulations have been developed for all buildings at OTECH in the event of a fire or other emergency.

These plans are available in the Campus Security and Facilities offices for each academic/administrative buildings. Other emergency procedures are also available via the college's safety app, LiveSafe, in the resources section or on the campus safety website.

Maps showing a means of egress can be found on the exit doors leading from classrooms and in hallways of buildings. You should become familiar with these exit routes for any building you frequent. In case of a fire or other emergency that requires all occupants to immediately leave a building or area, evacuation will be signaled by the internal building alarm or by the direction of building managers or emergency personnel.

OTECH will test its emergency response and evacuation procedures on at least an annual basis through scheduled drills, exercises, and appropriate follow-through activities designed to assess and evaluate the emergency plans and capabilities. The tests may be announced or unannounced. The tests will be documented, including the date and time and whether it was announced or unannounced.

# EMERGENCY RESPONSE



**Ogden-Weber Tech College**  
200 N. Washington Blvd. • Ogden, UT 84404

## FIRE

**PREPARATION**

- Know the evacuation procedures for your specific building.
- Know location of all exits; especially the exit nearest your work area.
- Know location of fire extinguishers, alarm boxes, stairwells, and your assigned meeting area outside the building. This is important in accounting for all employees and students.
- Know how to properly use fire extinguishers.

**WHAT TO DO**

- Activate fire alarm if not already activated.
- Dial 911. Give your name, location, and address.
- Follow directions from your building points of contact or security.
- Evacuate the building. **DO NOT** use elevators.
- If you can do so safely, gather personal belongings and proceed cautiously.
- Feel doors for warmth before opening. If the door is hot, **DO NOT OPEN IT**. Fire may be on the other side.
- Breathing fresh air is important. Determine if it is most available in a fire escape stairwell or at an exterior window.
- If caught in smoke, take short breaths through your nose. Crawl on hands and knees or walk in a crouched position to exit. Do not crawl on your stomach; toxic vapors settle six inches above the floor.
- Re-enter building only when authorized to do so. Report any damage to your supervisor.

# Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking Prevention

## Introduction

Students, staff, and faculty at OTECH have the right to live, learn, and work in an environment that is free from all forms of sexual misconduct (including sexual assault), domestic violence, dating violence, and stalking.

The college's Title IX Sexual Harassment, Sexual Violence, and Related Conduct, and the College Safety, Response, and Reporting policies prohibit such conduct.

This part of the report describes:

- how and where to report incidents of sexual misconduct (including sexual assault), dating violence, domestic violence, and stalking;
- how the college will respond to such reports;
- the college educational and prevention programs;
- procedures for considering reports of violations of certain covered offenses; and support services for victims of such conduct.

For the purposes of this report, the terms sexual misconduct (including sexual assault), dating violence, domestic violence, and stalking mean the same as the definitions in OTECH's policies. Sexual misconduct as defined in Section 3 of the policy includes:

Sexual assault (including rape and other nonconsensual sexual contact), inducing incapacitation for sexual purposes, and sexual exploitation.

Victims or witnesses of sexual misconduct, domestic violence, dating violence, or stalking may come forward to various offices on campus described in both the Title IX Sexual Harassment, Sexual Violence, and Related Conduct and College Safety, Response, and Reporting policies.

The YCC Family Crisis Center (YCC), also provides 24-hour response and support for victims.

## Reporting



OTECH encourages the reporting of all crimes including: sexual misconduct, domestic violence, dating violence, and stalking. Reporting is the only way the college can provide remedial assistance, institute protection procedures for the reporter and others, and take whatever actions are necessary to respond to the report. Offenses such as sexual intercourse without consent, sexual assault, domestic and dating violence, and stalking are considered criminal violations of the law. The college encourages reporting crimes to the police as soon as possible, but if a student is unable or elects not to report they are encouraged to seek support services regardless of whether or not they choose to report. Reporting options include:

- Report and pursue criminal charges through the Campus Security Department and OPD.
- Report to the Title IX coordinator. In cases

where there is a violation of college policies, the perpetrator may be subject to disciplinary sanctions through the Student Services Office if the perpetrator is a student, or Human Resources if the perpetrator is an employee.

- Report and pursue both criminal charges and initiate proceedings under Federal Title IX grievance procedures. You can make a report on the college website at: <https://www.otech.edu/current-students/title-ix/>
- Report, through the Campus Security Department, but choose not to pursue criminal charges.
- Report and/or seek confidential support from local community resources.
- Report confidentially through the college's campus safety app-LiveSafe.
- Do none of the above (the victim is still encouraged to seek support).

Although it is important for the victim to make the decisions about the kind of service he/she wants, timing is an important factor in many of these decisions. It may be important to take action to preserve any evidence for use in a criminal case. Medical forensic evidence may be collected if a sexual assault occurred within 120 hours of the evidence collection. The victim may request an exam and forensic evidence collection at no cost and without having to file a police report. The costs of the evidence collection will be covered as part of Utah's Northern Utah Sexual Assault Nurse Examiners Program (NUSANE). They can be reached at anytime at: 1-888-328-3605.

They are the only location in Ogden which conducts forensic examinations. NUSANE providers are specially-trained forensic nurses who are sensitive to the needs of sexual assault

victims. They are available 24 hours a day to respond to the needs of sexual assault victims. They are located in the Weber-Morgan Health Department at 477 23rd Street, Ogden.

Other evidence of a crime should also be preserved in case criminal charges are pursued. Evidence might include pictures of injuries, forensic examination, written and electronic communications, text messages, emails, photos, or and other evidence that may show a course of conduct.

A victim advocate, mental health counselor, or an OTECH counselor can discuss all of these options confidentially with the survivor.

College employees (except medical professionals and counselors) are required to report incidents of sexual misconduct. Employees who receive information concerning such conduct against a student are required to report this information promptly to the Title IX coordinator as provided in policy.

College employees who are dealing with domestic/dating violence and stalking in their personal lives may seek assistance from local community resources, or the Human Resources Office.

At the Campus Security Department, a student can learn more about his/her options, the process, and the people involved and make an informed decision on pursuing criminal charges. If requested, college counselors are available to assist students in reporting to Campus Security or local law enforcement.

If, for any reason, a person wishes to report to Security anonymously, the Silent Witness Program is available to anyone who has witnessed or knows about a crime committed

on campus. Campus members are welcome to send an email to [campus.security@otech.edu](mailto:campus.security@otech.edu) to report a crime. The campus LiveSafe app is also available for anonymous reporting.

If the accused violator is a student at OTECH, the incident may be reported to Campus Security, a college counselor, any CSA, the Student Services Director, or the police.

Although reports of student discrimination, harassment, sexual misconduct, domestic violence, and stalking are referred to the Title IX coordinator for investigation in accordance with college policy, the counseling office will work with students and the Title IX coordinator as necessary to take immediate steps to protect the student's health and well-being, as outlined in the Title IX Sexual Harassment, Sexual Violence, and Related Conduct Violations policy. Students can contact a counselor by calling 801-627-8300 or by visiting their office in person in the Student Services Building.

Usually, the decision to take action against the accused rests with the aggrieved student. However, there are certain circumstances in which the college must act if it receives a report that requires the college to protect the student and members of the college community from repetition of the offense or to eliminate risk of future harm.

A victim wishing to maintain complete confidentiality may report to a licensed mental health professional in the community or at the OTECH Counseling Office. Under Utah law, the counselor is authorized to maintain counselor-client confidentiality.



Title IX, a federal statute, requires that the educational services of a college be provided without discrimination on the basis of sex. Sexual misconduct, dating violence, domestic violence, or stalking is prohibited by OTECH policies and may also violate provisions of Title IX. The Title IX coordinator is responsible for assuring compliance with Title IX and will initiate investigation of reports of discrimination, harassment, sexual misconduct, dating violence, domestic violence, and stalking. Students who have been the victim of such conduct may file a complaint with the Title IX coordinator. They may also initiate a complaint on the college website at: <https://www.otech.edu/current-students/title-ix/>

## College Response

No matter where on campus a student, faculty, or staff member comes forward to report sexual misconduct, dating violence, domestic violence, or stalking, the office or department receiving the report should consult with the Title IX coordinator.

**Interim Measures:** The college may also take remedial action to prevent serious and immediate harm to the complainant and others; prevent retaliation against the complainant, the alleged perpetrator and/or witnesses; end discriminatory or harassing behavior and

prevent its recurrence; and provide appropriate training on issues related to discrimination, sexual misconduct, domestic/dating violence, or stalking.



The aggrieved student may request supportive measures by contacting the director for student services or the Title IX coordinator. Employees may contact the human resources director or Title IX coordinator.

Victims may also seek orders of protection (e.g., no-contact orders) through the local district court. The Victim/Witness Program in Weber County can provide victims of domestic violence, dating violence, stalking, and sexual assault with assistance in obtaining protection or no-contact orders. They can be contacted at 801-399-8677 or:

[www.webercountyutah.gov/Attorney/Victim\\_Witness/dv.php](http://www.webercountyutah.gov/Attorney/Victim_Witness/dv.php)

College policy 520.8 outlines supportive measures that may be taken, which could include:

- Altering the complainant's or respondent's work or academic environment;
- Providing support, or training on discrimination or harassment;
- Leave of absence
- Reassignment or transfer;
- Obtaining counseling services;
- Providing escort service for a party's safety in moving about campus;
- Schedule changes or course retake/withdrawal without penalty;
- Suspending an employee pending investigation; and/or
- Issuing a no-contact agreement



## **Discrimination Grievance Procedures**

All reports and complaints of a violation of OTECH's discrimination, harassment, sexual misconduct, domestic violence, dating violence and stalking policies are handled in accordance with college policy. Those procedures include the following:

- A prompt, fair, and impartial investigation and resolution of such reports and complaints;

- A process conducted by officials who receive annual training on issues related to sexual assault, domestic violence, dating violence, and stalking, which includes how to conduct investigations and hearings which protect the safety of victims and promotes accountability;
- A process in which the accusing party and the accused have the same opportunities to participate in the process, including the right to be accompanied by an advisor and the right to any appeal;
- Policy violations are established when the evidence shows that it is more likely than not the proscribed conduct occurred (referred to as a “preponderance of evidence standard”);
- The outcome of the process, including the determination of whether a policy violation occurred and the sanction imposed, will be disclosed simultaneously in writing to both the accusing party and the accused; and, a written statement will be provided to any student or employee victim of a violent crime, sexual misconduct, dating violence, domestic violence, or stalking providing an explanation of their rights under the applicable policy.

If a student is found to have violated college policy and, thus, the student conduct code, the college may impose sanctions against the student. These sanctions may include counseling, education, or other sanctions up to and including suspension or expulsion from the College. Please review the Student Responsibilities and Conduct policy for further information regarding sanctions. If an employee is found to have violated policy, Sanctions may be imposed in accordance with the applicable college personnel policy.

### **Disclosure of Student Disciplinary Proceedings:**

In accordance with college policy, OTECH will disclose in writing upon written request, the outcome of any student disciplinary action for any violent crime or non-forcible sex offense to both the alleged victim (or next of kin if deceased as a result of the offense) and the charged student. The outcome of a proceeding means the institution’s final determination regarding whether there was a violation of policy and the sanction imposed.

**Retaliation Prohibited:** The college prohibits retaliation against any person for reporting concerns, or filing, testifying, assisting, or participating in any manner in investigations or proceedings involving allegations of violation of the Title IX Sexual Harassment, Sexual Violence and Related Conduct Policies. Retaliation is subject to the same grievance procedure and the same potential sanctions.

### **Educational Programs**

OTECH’s Campus Safety, Response and Reporting policy requires primary prevention, risk reduction, and awareness training programs for incoming students and new employees concerning sexual misconduct, domestic violence, dating violence, and stalking. It further requires that the college maintain an ongoing awareness program for employees and students. OTECH accomplishes this through the following various training platforms:

The YCC Family Crisis Center and the Title IX coordinator provide education and information intended to promote awareness, prevent and reduce the risks of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking through training programs and awareness campaigns.

These programs are provided to incoming students and new employees via our Get Inclusive on-line training platform and local community resources. In addition, the Title IX coordinator is available upon request, to arrange primary prevention and risk reduction education on sexual and relationship violence to classes and student groups.



Incoming students are encouraged to complete the on-line education programs as part of their college orientation. The college has an annual awareness campaign to refresh students and employees about these issues.

The college also offers annual training on Title IX compliance to OTECH faculty and staff who participate as campus conduct officers, hearing officers, investigators, or hearing board members.

## Support Programs and Services – On/Off Campus



The YCC Family Crisis Center, provides free and confidential services to all people impacted by sexual assault offenses, domestic and dating violence, and stalking. They also provide a 24-hour advocacy service. Services are available to anyone, regardless of sex, ethnic background, or identity.

The center is located at 2261 Adams Avenue in Ogden for daytime walk-in services, and operates a 24-hour support and crisis line that gives survivors the option to speak with a victim advocate at 1-801-392-7273. Advocates are available to accompany students to the hospital, police department, or court if necessary. Survivors of an assault are encouraged to seek medical care immediately. However, even if time has passed since the assault, survivors are still encouraged to seek medical attention.

YCC has a program to support victims of sexual misconduct, domestic violence, dating violence, and stalking. YCC can work with students to explain their options for reporting to other campus authorities, including Campus Security, local law enforcement, and the Title IX coordinator. The YCC center will assist the victim in notifying authorities if he/she requests assistance and will advise the victim of the importance of preserving evidence if he/she chooses to bring criminal charges in the future. However, the staff and victim advocates in the YCC center will assist victims whether they decide to report the offense to law enforcement officials, the Title IX coordinator, or choose not to report.

YCC staff and trained advocates are available 24 hours a day via phone or in person and can provide immediate crisis intervention; refer survivors to legal, medical, and psychological service options; explain their rights; and can accompany students in accessing these services. Information is also available at their website: [www.yccogden.org](http://www.yccogden.org)

The YCC center will treat the student's interactions with the center confidentially in compliance with the privilege afforded to communications with victim advocates under state law.

## Other Sexual Assault Support Programs and Services

Other services available within the community include the:

Utah Coalition against Sexual Assault, 801-746-0404, <http://www.ucasa.org/> and the Utah Office for Victims of Crime, 800-621-7444, [www.crimevictim.utah.gov](http://www.crimevictim.utah.gov).





## Alcohol and Substance Abuse

### Introduction

OTECH has a Student Rights, Responsibilities and Code of Conduct policy that promotes a healthy campus environment. That policy is found at [www.otech.edu/files/policies/530.4\\_Student-Rights-Responsibilities-and-Code-of-Conduct.pdf](http://www.otech.edu/files/policies/530.4_Student-Rights-Responsibilities-and-Code-of-Conduct.pdf). It conforms to the requirements of the Drug-Free Schools and Communities Act, [20. U.S.C. 1145g, (34 CFR Part 86)] and the Utah Board of Regents Policy R261, Alcohol and Drug Violations.



### Standards of Conduct

OTECH policy prohibits unlawful possession, consumption, use, distribution, or sale of illicit drugs and alcohol by students and employees on college property. Smoking (including e-cigarettes) by underage persons or in areas not designated as smoking areas on college property is not permitted. These acts are prohibited by college policy as well as both state and federal laws.

### Illegal Drugs

OTECH policy also prohibits the use, possession, manufacture, sale, or distribution of any illegal drugs on college property or any college-sponsored event, including the non-medical use of prescription drugs.

## Prescription Drug Abuse

Students' inappropriate use of prescription drugs such as to "get high," cram for exams, etc., is a violation of OTECH policy. Prescription drugs, when mixed with alcohol, are particularly dangerous and potentially lethal. This is especially true of opiates, such as OxyContin, Vicodin, or other pain killers. Harmful effects of prescription drug abuse include:

- Mental health: increased irritability, agitation, anger, apathy, depression, paranoia (delusions and hallucinations), violence, and dependence.
- Physical health: drastic changes in sleep patterns, sudden weight loss or gain, stunted growth, and dependence.

### Medical Marijuana

In compliance with state and federal law, OTECH policy prohibits the use, possession, or cultivation of marijuana for medical purposes on any college property, nor is it allowed at any college-sponsored event or activity off campus.

### Health Risks of Alcohol and Drug Abuse

Abusive use of alcohol and/or the use of illicit drugs or misuse of prescription drugs can be detrimental to the physical and mental health of students and members of the surrounding community. The various risks are classified and described in this section of the report.

### Social, Academic, and Personal Risks of High-Risk Substance Abuse

Social, academic, and personal risks are associated with students who drink alcohol,

use illicit drugs or abuse prescription drugs. High-risk and illegal use of alcohol and illicit drugs are the most prominent health and safety risks to the OTECH student population, which can result in significant legal and academic problems. Prevalence of this type of alcohol use (also known as “binge drinking” or heavy episodic drinking) and/or use of drugs can directly or indirectly lead to:

- a. Social problems: driving under the influence, fighting, unwanted sexual contact, vandalism, trouble with authorities, or unsafe sexual behavior, among others.
- b. Academic problems: poor grades, missed classes, memory loss, or falling behind in class work or projects.
- c. Personal problems: depression, illness and injury, experiencing unwanted attempted or completed sexual intercourse, suicide, being the victim of violence or racial harassment, or being unable to control drinking or drug use.



## Second-Hand Effects

“Second-hand” effects result from other peoples’ drinking or drug use, often experienced by students who choose not to use drugs or alcohol in a high-risk manner. These problems are typically most prominent among students living in close quarters. Effects include: disruptions of sleep or studying, having one’s property damaged, feeling unsafe, having one’s membership in an organized group adversely affected, and decreased enjoyment of college activities. Non- students, e.g., community members, are also at risk of experiencing problems as a result of student drinking or drug use (e.g., intoxicated driving, vandalism, violence, sexual assault).

## Risks Associated with Dependency or Addiction

For some students, substance use escalates to dependency. Adverse effects of dependency can include illnesses such as liver disease, peripheral neuropathy, and cerebella degeneration. Additional health risks to students with chemical or psychological dependency include the personal problems listed above in addition to blackouts, alcoholic hallucinations, and delirium tremens. Prescribed medications and illicit drugs can be abused with or without dependency, leading to potential dependency, acute intoxication (can include depression or euphoria, altered time perception, impairment of immediate memory, overdose, stupor, shock, coma, or death), acute withdrawal, psychosis, or aggravation of existing mental illness.

Symptoms of dependency include the following:

- a. psychological craving: intense feeling of need for the drug which may be accompanied with antisocial behavior involved in the procurement

of the substance;

b. physiological dependence: withdrawal symptoms are displayed when use of the substance is discontinued; and

c. tolerance: need to increase the dose of the substance to obtain the desired effects.

### Education, Prevention, and Treatment Programs



Because of the health and social risks of alcohol and drug abuse, the college provides students with educational programs via Get Inclusive's Alcohol & Other Drugs Student Wellness on-line training platform during the orientation process and throughout the year. Counselors also provide resource information of local alcohol, drug abuse prevention, education, counseling, and treatment programs that are designed to reach all segments of the college community.

### Student and Employee Treatment and Assistance - Alcohol and Drug Programs

The OTECH Counseling Office can provide education and resources to assist all students who are impacted directly or indirectly by

chemical abuse and can provide additional local resource information. Student confidentiality will be respected.

Employees seeking assistance may do so through the human resources office.

### Students and Employees – General Counseling Services

General counseling and rehabilitation programs are available in the community to assist students and employees whose lives have been affected by their own or someone else's substance abuse. A list of these available resources can be found on the college's website, in the Counseling Office, in the Resources section of this guide, or by calling 211 or visiting [www.211.org](http://www.211.org). Employees seeking assistance with mental health and/or chemical dependency issues may contact Human Resources for confidential referral to the college's medical plan provider. The college's medical plan has a benefit rider which covers this area of concern.

A flyer titled "WHEN LIFE GETS CHALLENGING" with the subtitle "We Can Help". It lists benefits under "Count On:" such as "100% Confidential", "No Co-Pay Required", and "Professional, Friendly Team". It also lists "Examples of Life Challenges" with icons for "Mental Health or Chemical", "Relationship &amp; Family Problems", "Grief or Loss", "Work Related Issues", "Physical &amp; Emotional Challenges", "Senior Care Planning &amp; Transition", "Substance Abuse or Addiction", and "Transition of Legal Challenges". A QR code is provided, along with the phone number "800.926.9619" and the text "Call us today to set an appointment." At the bottom, it says "SUPPORT NOW: Talk with a Licensed Therapist Instantly" and provides contact info for Blomquist Hale: Text: 801.385.0540, Call: 801.262.0614, Email: support@blomquist-hale.com. The flyer is shown being viewed by a group of people.

## Enforcement / Sanctions

OTECH policy provides that students who violate college alcohol and drug abuse policy, city, or state laws are subject to disciplinary action as a student under the Student Rights, Responsibilities, and Code of Conduct Policy.

### Employees

violating policy are subject to discipline under the Substance Abuse/Drug-Free Workplace Act policy. Individuals may also be subject to criminal prosecution. Student sanctions may include reprimand, probation, suspension, expulsion, and/or restitution as well as required attendance at educational and/or treatment programs.

Employee sanctions may include disciplinary measures up to and including termination. OTECH may require participation in a drug abuse assistance or rehabilitation program by any employee who violates policy (See section 520.49, Substance Abuse/Drug-Free Workplace Act for more information).

Criminal sanctions, regardless of status, may include jail, probation, mandatory counseling and/or education, fines, and suspension or revocation of driving privileges.



Annual Student Drug Notification Information  
[www.otech.edu/site/wp-content/uploads/Annual-Drug-and-Alcohol-Notification.pdf](http://www.otech.edu/site/wp-content/uploads/Annual-Drug-and-Alcohol-Notification.pdf)

# Fire Safety Informational Report for Reporting Year 2022

## Introduction

In an effort to standardize the information an institution publishes on fire safety, the U.S. Department of Education requires all colleges that maintain on-campus student housing facilities and receive U.S. Department of Education funding to publish an annual fire safety report, maintain a fire log, and report fire statistics to the Secretary of Education. The college does not fall under this requirement so no such statistical data or logs are included in this report. This additional fire safety report is being included with the Annual Security Report, for informational purposes only, as it contains instruction regarding fire safety practices and standards utilized by the college.

Fire safety is essential in protecting a college community from injuries, deaths, business interruption, and property damage resulting from fires.

## Fire Reporting and College Response to Arson

If you suspect an active fire or witness evidence of a fire (singed paper on bulletin board, fire in trash can, etc.), please call the Campus Security Department or dial:

- For emergencies 911
- For non-emergencies 801-430-5139

If you are not sure if Campus Security or the Fire Department has been contacted, call 911 or the Campus Security Department immediately. Make a difference-call. Only concerned citizens can report fires and/or arson. Arson is the act of maliciously, voluntarily, and willfully setting fire to the building, buildings, or other property within the building. Arson is a criminal offense and will be treated as such. Any acts or attempted acts of arson will result in disciplinary sanctions, up to and including suspension or expulsion from the college as well as criminal charges.



## Evacuation Procedures

Fire alarms alert college community members of potential hazards, and members are required by Utah state law to heed their warning and evacuate buildings immediately upon hearing a fire alarm in a facility. Use the nearest stairwell and/or exit to leave the building immediately. OTECH community members should familiarize themselves with the exits in each building and evacuate to their designated assembly area.


When a fire alarm is activated, the elevators in most buildings will stop automatically. Occupants should use the stairs to evacuate the building. If you are caught in an elevator, push the emergency phone button. The emergency phones in elevators on campus automatically ring to Campus Security. Fire drills are mandatory, and individuals who fail to participate are subject to disciplinary action. Do not re-enter a building until an all clear message is given.

Evacuation procedures are more fully described in the college's Emergency Procedures Guide found on the LiveSafe app and campus safety website. Employees and students are encouraged to familiarize themselves with these procedures as well as those that are unique to their buildings. Instructors and staff should periodically remind students of these procedures and where the evacuation assembly locations are for their building.

The College has an annual inspection program that routinely inspects and monitors campus facilities' fire safety equipment to ensure compliance with Federal, State and local ordinances. The college continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards.

Fire drills are conducted at least twice per year along with other emergency drills.



 **ODDEN-WEBER TECHNICAL COLLEGE**  
**CAMPUS SECURITY**

100 W. Washington Blvd.,  
MARIETTA, OH 44130  
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**BUSINESS TECHNOLOGY BUILDING EVACUATION PROTOCOL**

Respond to any alarm or drill as if a real emergency and do not hesitate to leave the building.

- **North end of the canal area is primary meeting location.** Smoking area to the east is secondary.
- If you can do so safely, take personal items such as cell phones, purses, wallets, jackets, etc., with you when you exit the building. You may not be able to go back into the building to retrieve those items. Do not enter an unsafe area or delay.
- Employees and supervisors are responsible to sweep their areas and make sure students/guests have exited the building. BPOC and alternate BPOC will conduct a final building sweep before leaving.
- If a student, guest, or employee needs assistance exiting the building, please help them.
- Leave doors **UNLOCKED** in an evacuation so emergency personnel can access office areas.
- If you are in another building, follow their protocols. Check-in with your supervisor so you are accounted for by the BPOC.
- Encourage students/guests to go to the evacuation meeting area with you. However, if the students are adults, they may want to leave campus. Allow them to leave if they can do so safely.
- Remain at the evacuation assembly area until the "All Clear" signal is given.
- **Supervisors:** Remember to make sure you have a list of your employee cell phone numbers, security's number, and the BPOC list.

**TERMS**

**Evacuation:** Internal threat- Leave the building immediately. Goal is to leave the building and meet in a safe place.

**Lock Out-** External threat – Building will be locked immediately. Goal is to contain people already inside the building and prevent entry into the building.

**Lock Down** –Internal/External threat – Building and inside office doors should be locked immediately. Goal is to protect individuals from an intruder/hazard. Employees and students take immediate action to lock and barricade all doors leading into their area.

**Shelter in Place** – External threat – Close all external doors. Goal is to contain people in the building until the outside threat/hazard is removed.

# Fire Safety Systems

Below is a list of on-campus buildings and their current fire/life safety status

Building Name	Fire Alarm System	Fire Sprinkler System	Fire Risers
Student Services	X	X	X
Student Union	X		
Business Technology	X	X	X
Construction Technology	X	X	X
Manufacturing Technology	X	X	X
Health Technology	X	X	X
College Services	X	X	X
Heat Plant	X		
Cosmetology Salon	X		
Children's School North	X		
Cosmetology Basics	X		
Campus Security	X		
Maintenance	X		
Multipurpose Facility	X		
Corporate Training Center	X		
BDO	X	X	X

# Ogden-Weber Technical College Campus Safety Plan

The Ogden-Weber Technical College utilizes a system of policies and procedures designed to protect our campus community. Utah Code Ann. § 53B-28-401, requires institutions of higher education to establish a Campus Safety Plan that addresses how the college handles certain “covered offenses”. Those include: sexual assault, domestic violence, dating violence, and stalking. Most elements of OTECH’s Campus Safety Plan, are covered in the information provided in our Annual Security Report (ASR). This Campus Safety Plan is intended to comply with both Utah Code Ann. §53B-28-401 and Utah System of Higher Education Rule R262. References and/or a brief description of where the information can be located can be found below:

**Where to locate OTECH’s policies and publications related to claims of sexual assault, domestic violence, dating violence, and stalking.** **Pages 16-17 & 22-28**

[www.otech.edu/files/policies/520.8\\_Title-IX-Sexual-Harassment.pdf](http://www.otech.edu/files/policies/520.8_Title-IX-Sexual-Harassment.pdf)

**College and community resources for a victim of sexual assault, domestic violence, dating violence and stalking.** **Pages 22-28 & 31,36,37,39,40**

[www.otech.edu/files/policies/520.8\\_Title-IX-Sexual-Harassment.pdf](http://www.otech.edu/files/policies/520.8_Title-IX-Sexual-Harassment.pdf)  
[LiveSafe campus safety app resources tab](#)

**The rights of a victim of a covered offense, including the measures the college takes to ensure, unless otherwise provided by law, victim confidentiality throughout all steps in the reporting and response to sexual assault, domestic violence, dating violence, and stalking.** **Pages 10, 22-26**

[www.otech.edu/files/policies/520.8\\_Title-IX-Sexual-Harassment.pdf](http://www.otech.edu/files/policies/520.8_Title-IX-Sexual-Harassment.pdf)

**How OTECH informs our college community of a crime that presents a threat to the campus community.** **Pages 19-21**

[www.otech.edu/files/policies/500.1\\_College-Safety-Response-and-Reporting.pdf](http://www.otech.edu/files/policies/500.1_College-Safety-Response-and-Reporting.pdf)

**Availability, locations, and methods for requesting assistance of security personnel on OTECH’s campus.** **Pages 9-13, 20-23**

<https://www.otech.edu/about-us/security/>  
[LiveSafe campus safety app](#)

**Guidance on how a student may contact law enforcement for incidents that occur off-campus.** **Pages 10,12,13**

[www.otech.edu/files/policies/500.1\\_College-Safety-Response-and-Reporting.pdf](http://www.otech.edu/files/policies/500.1_College-Safety-Response-and-Reporting.pdf)  
[LiveSafe campus safety app](#)

**A description of the college’s efforts related to increasing campus safety, including efforts to improve our response in providing services to victims of sexual assault, domestic violence, dating violence and stalking:** **Pages 15, 16, 22-28, 31**

## **OTECH Training**

OTECH provides training regarding safety through our Get Inclusive online training platform. Employees are asked to take the online course provided through the employee portal. Students are asked to take the course through the student portal during orientation. This curriculum helps individuals understand consent and sexual misconduct. These programs provide information about awareness and prevention of sexual assault, dating violence, domestic violence, and stalking, as well as other forms of sexual misconduct and safety issues. Institution and community resources for a victim of a covered offense are provided. These programs also include information about how bystanders can intervene to prevent incidents from occurring. Information about these topics are also taught through in-person classes on request.

Employees are also required to annually complete Get Inclusive online training courses in the topics of: Harassment & Discrimination Prevention & Title IX, and Records and Responsibilities (FERPA)



### **Violence Prevention Education**

In the previous 18 months, OTECH partnered with several organizations to provide additional resources to students to prevent violence and improve student wellness. These organizations are: Trula Campus, a student coaching/mentoring program, The JED Foundation, a suicide awareness program, and Blomquist Hale, which offers free counseling services. OTECH also hosted our first Student Wellness Fair. Local community services providers attended and showcased their services to students and staff. In the next 24 months we will continue to work with these organizations to provide these valuable services to our students.

OTECH also renewed our contract with the online training platform, Get Inclusive, to provide up to date curriculum for campus safety to our staff and students. This curriculum covers topics such as awareness and prevention of sexual misconduct, domestic violence, dating violence, bystander intervention, sexual consent, and stalking.

We also added courses in Harassment & Discrimination Prevention, Title IX Reporting Procedures and Abusive Conduct Prevention. Additionally, we conducted a climate survey of our students as required in USHE Rule 262-3.3. In the next 24 months we will add to the Get Inclusive platform courses in campus safety, emergency procedures, and de-escalation techniques training. We will also conduct another climate survey with students.

In the previous 18 months, OTECH conducted a social media campaign on domestic violence awareness and prevention. Information on local available resources was provided and posters with additional information were posted around campus. OTECH held two social media campaigns about sexual assault awareness and prevention. A booth was set up in the Student Union building where staff handed out informational packets, which included information on sexual consent. In the next 24 months OTECH will continue these annual social media campaigns. Booths will be set up in the Student Union building at least twice this year to provide students with information regarding sexual assault and domestic violence during their respective awareness months. Updated posters on these topics will be posted around campus with a focus on reaching out to our under-represented students.

### **OTECH Community Outreach**

In the previous 18 months OTECH held several events to engage with our campus community members to build trust with our communities of color. These events included: Flag raisings for commemorative holidays, Flu Shot Clinics, Spanish Radio Ads, Spanish Bus Wraps, Spanish Informational Material, Spanish Social Media Ads, Spanish Captions on Social Media, Car Show Fundraising Event, etc.

### **Campus Security Department Training**

OTECH security officers receive ongoing continuing education training as described on page 9 of this report. In addition, officers who carry firearms undergo, DOPL approved armed security continuing education training at least twice a year to ensure they understand how to respond in an active shooter situation. In the previous 18 months officers also received training in de-escalation techniques, Abusive Conduct Prevention, FEMA Incident Command and Emergency Operations Centers, and the American Heart Association Basic Life Support/CPR/AED recertification course. OTECH recently purchased a Virtual Reality scenario-based live training system to more effectively train security officers in active shooter response and de-escalation techniques in the next 24 months.

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## **A description of coordination and communication between OTECH campus resources and other organizations, including campus security.**

**Page 19**

### **Student Assistance and Intervention Team (SAIT)**

The SAIT team is charged with assessing and making recommendations regarding actual or potential threats of violence of any kind at the college. The SAIT team is made up of members of Campus Security, the Title IX office, Instructional Services, Student Services, Counseling Services, and EDIB. Other members of the campus community are frequently included and coordinated with, as needed, to address safety threats. Within the next 24 months, the SAIT team will continue to meet regularly to review cases to coordinate with other organizations and groups on campus.

### **OTECH's Safety, Security, and Emergency Management committee (SSEM)**

Personnel from across campus practice and review responses to emergencies regularly. Members of the SSEM team go through National Incident Management System (NIMS) training through the Department of Homeland Security. NIMS is a comprehensive approach to incident management. The SSEM will implement at least two training exercises over the next 24 months. As new or additional personnel are added, they will also receive training in how to handle emergency situations. They meet quarterly to discuss safety issues and identify training needs. The team is chaired by the Campus Security Manager.

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**A description of OTECH's coordination with local law enforcement or community resources, including coordination related to a student's safety at an off-campus location:**

**Pages  
9, 13, 14, 22-24,  
28-31**

In the previous 18 months, members of the Campus Security and SAIT teams received training on the Lethality Assessment Program (LAP). This is a tool designed to reduce risks and save lives. The LAP involves an assessment by law enforcement to determine risks and, if risks are identified, assists in the collaboration between the college, law enforcement, and community-based victim service providers. This program formalizes a collaborative relationship between the college, Your Community Connection (YCC), the Ogden Police department, and the Utah Domestic Violence Coalition. OTECH will continue to support local law enforcement and the YCC in their use of the program to support our students. OTECH also provides building space to local law enforcement agencies to allow their K-9 and SWAT teams to train in a safer environment. This collaboration has improved law enforcement presence on campus as well as aided in their familiarity with our campus profile and layout, which facilitates a faster response in the event of an emergency.

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**How the institution requires a student organization to provide the campus safety training as required by Utah Code Ann. §53B-28-401(5):**

OTECH requires all recognized student organizations to annually provide campus safety training in order for the student organization to receive or maintain official recognition. This training is provided through Get Inclusive. As described earlier, this curriculum helps individuals understand consent and sexual misconduct. These programs provide information about awareness and prevention of sexual assault, dating violence, domestic violence, and stalking, as well as other forms of sexual misconduct and safety issues. Institution and community resources for a victim of a covered offense are provided. These programs also include information about how bystanders can intervene to prevent incidents from occurring. Notification and tracking of this training are conducted by the college's Title IX Coordinator.

## **Additional Resources**

### **Medical, Dental, and Mental Health Services:**

#### **University of Utah Health Clinics**

168 N 1950 W  
Salt Lake City, UT 84116  
801-715-3500  
<https://dhhs.utah.gov/health-clinics-of-utah/>

Health Clinics of Utah provide medical services to adults and children, accepting insurance and private pay. Under-insured patients can be treated at a reduced rate.

#### **Midtown Community Health Center**

2240 Adams Avenue  
Ogden, UT 84401  
801-393-5355  
[midtownchc.org/directory/listing/midtown-community-health-center-of-ogden](http://midtownchc.org/directory/listing/midtown-community-health-center-of-ogden)

Midtown provides affordable care to under-served community residents. Midtown offers language translation, a sliding fee scale, culturally-competent care, and assistance applying for Medicaid, CHIP, and other public programs. Uninsured patients are served on a sliding fee scale established according to income and family size. Medical, dental, and mental health care, as well as pharmacy services, are available.

For clinical advice when the center is closed, please call 801-626-2645.

## **Weber Human Services**

237 26th St.  
Ogden, UT 84401  
801-625-3700 - Daytime number  
800-273-8255 - 24 hour crisis line  
[www.weberhs.net](http://www.weberhs.net)

Provides adult and youth mental health services, and emergency mental health services

### **Family Counseling Service**

3518 Washington Blvd.  
Ogden, UT 84403  
801-399-1600  
<http://fcshealing.org/>

Provides counseling to adults and children addressing various issues of mental health including issues related to abuse and family functioning. Services are offered on a sliding fee scale.

### **Family Support Center**

3340 S. Harrison Blvd Suite 110,  
Ogden, UT 84403  
801-393-3113  
<http://fscogden.org/>

Parenting classes and parent workshops, as well as crisis nursery services, are available at no cost.

## Child Care Resource and Referral:

801-355-7444

[www.careaboutchildcare.utah.gov](http://www.careaboutchildcare.utah.gov)

Listed services are only some of the service providers available and additional resources can be found at: [www.211.org](http://www.211.org) or calling 211.

## Crisis Services:

Suicide Hotline: 801-625-3700

YCC Rape/Domestic Violence Crisis Line:  
801-392-7273

Domestic Violence Information Line:  
1-800-897-5465 or 1-800-799-7233

Safe Harbor Domestic Violence and Sexual  
Assault services: 801-444-9161  
[safeharborhope.org](http://safeharborhope.org)

DCFS Child Abuse Reporting Line:  
1-855-323-3237

APS Elder Abuse Reporting Line:  
1-800-371-7897

Sexual Assault Crisis Line:  
1-888-421-1100

SafeUT Crisis Chat and Tip Line  
1-833-372-3388  
<https://safeut.org/>

## Sexual or Violent Offender List

The Federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires sex offenders who must register under state law to:

(1) provide notice to each institution of higher education where they are employed or enrolled; (2) must make this information available to a law enforcement agency where the institution of higher education is located; and (3) institutions of higher education must advise the campus community where the information on registered sex offenders can be obtained.

(3) In Utah, convicted sex offenders must register with the jurisdiction in which they reside. Offenders are required to submit to the sex offender registry if they are working at or attending school at the OWTC. To search the current names of offenders for sexual offender pictures and additional information on sexual and violent offenders in Utah, visit the Department of Correction's website at: [www.communitynotification.com/cap\\_office\\_disclaimer.php?office=54438](http://www.communitynotification.com/cap_office_disclaimer.php?office=54438)

### Additional Local Resources

<https://www.otech.edu/current-students/student-insurance-health-community-resources/>



CRIME AWARENESS AND ANNUAL SECURITY REPORT



**SLCC**

PUBLIC SAFETY

**POLICE**

A Report to Students, Faculty and  
Staff from Salt Lake Community  
College Department of Public Safety

Through 2022



To the Salt Lake Community College Community:

On behalf of the Salt Lake Community College Department of Public Safety, I am pleased to welcome you to our community. It is our goal to do everything possible to maintain an environment where everyone can feel safe to visit, learn, and work. One way to create such an environment is to inform you about issues, interests, and policies regarding your safety and security and the services that we provide. I hope this report will be helpful in this regard.

The second way is to form a partnership between you and the officers and employees who serve you. To achieve this objective, the campus community must become involved in fighting crime. Working together we can create the type of community we can all feel good about. We urge you to promptly report any criminal or suspicious activity observed on any Salt Lake Community College Campus. Contact numbers are provided in this report.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, commonly referred to as the Clery Act, requires higher education institutions to collect, report and disseminate crime data to the campus community and U.S. Department of Education; to provide timely warnings of reported crimes that represent a threat to the safety of students or employees; and to make public their campus security policies. In compliance with this legislation, SLCC's Department of Public Safety works closely with the College administration to disseminate public safety alerts to faculty, staff and students, produces an annual security report, and maintains a log of reported criminal incidents.

In compliance with Utah law (53B-28-301 – Campus Safety Amendments), the SLCC Annual Security Report provides information on current crime statistics, campus safety plan, campus safety curriculum, and other public safety related information. Please take a moment to review the rest of this report for information on some of the safety programs offered by the College and tips on staying safe.

Please enjoy your campus experience and call on us if we may be of service. Please don't hesitate to contact me, or any of the law enforcement officials serving Salt Lake Community College.

Sincerely,

Shane Crabtree  
801-957-4571  
Executive Director of Public Safety  
Salt Lake Community College

# TABLE OF CONTENTS

Policy of Preparing The Annual Security Report and Disclosure of Crime Statistics .....	4
Notification of Annual Security Report.....	4
SLCC Campus Law Enforcement Overview.....	5
Campus Safety Officers.....	6
Reporting a Crime .....	6
Daily Crime Log .....	8
Online Reporting Form .....	8
Timely Warning Policy and Procedure .....	9
Emergency Notification and Evacuation.....	10
Campus Facilities Security and Access .....	15
Additional Crime Prevention and Safety Awareness Measures .....	15
Behavioral Intervention Team (BIT).....	19
Alcohol, Tobacco and Illegal Drugs.....	19
Sexual Assault, Dating/Domestic Violence, and Stalking .....	20
Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence and Stalking .....	20
Definitions of Clery Act Locations.....	28
Definitions of Clery Act Offenses.....	29
Crime Statistics .....	35
On-Campus Services Relating to Security and Safety.....	59
Appendix A: Online Reporting Form .....	60





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## Policy of Preparing the Annual Security Report and Disclosure of Crime Statistics

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The safety and well-being of students, visitors and employees is a high priority at Salt Lake Community College (SLCC). While the campuses and centers of the College are relatively safe places, they are subject to many of the same problems experienced in the communities where they are located. The full support and cooperation of the entire college community is required to ensure the continued ability to work and pursue knowledge in a safe and secure environment. We encourage you to carefully read and use the following campus safety and security information to help make the campus a safe place for you and others.

This annual security report is designed to comply with the Campus Security Act of 1990 as implemented under regulations found in 34 CFR 668.46. It will be updated annually

to ensure accurate and current information is provided to all students, employees and applicants for enrollment or employment at Salt Lake Community College. This report includes information about campus law enforcement, reporting of criminal activity, crime awareness and prevention, and campus crime statistics.

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## Notification of Annual Security Report

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Each year, an e-mail notification is sent to all current SLCC students, faculty, and staff providing the website to access this report. Upon request, prospective students and employees may obtain a written paper copy of the report at the SLCC Department of Public Safety located on the Taylorsville Redwood Campus, Gunderson Services Building, 4365 South 2200 West, Salt Lake City, UT 84130; or by calling (801) 957-3800; or on the web: <http://www.slcc.edu/police/clery.aspx>

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## SLCC Campus Law Enforcement Overview

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Salt Lake Community College provides important public safety services to a large and diverse campus community consisting of approximately 48,000 students and approximately 4,000 supporting faculty/staff. This is accomplished through 24-hour a day, 7 days a week police protection.

In May 2003, the College Board of Trustees and College President elected to contract with the Utah State Department of Public Safety (DPS) for law enforcement services on the Taylorsville Redwood, Jordan, and South City Campuses of the College. The effective date of this contract was July 1, 2003. Police services to the other campuses and centers are provided by the police departments of the cities in which they are located. The campuses, centers, and their respective departments contact numbers are provided in this report.

Utah DPS is a full-service agency of the state of Utah and provides police services on a state-wide basis. DPS provides 24/7 coverage on Taylorsville Redwood, South City, and Jordan Campuses utilizing uniformed State Troopers and investigators. They maintain offices on each campus. You will find DPS police officers on these campuses, in automobiles, on bicycles, and walking on patrol 24 hours a day, 7 days a week.

The Miller, Library Square, West Valley, West Pointe, and Airport Campus have contracted with Sandy City, West Valley City and Salt Lake City Police Departments respectively to provide officers on site during specific hours. Officers from the various Departments serving the College will frequently be seen on the campuses and centers.

The police officers serving the Salt Lake Community College campuses receive their police authority via the provisions of Utah Code, Title 53, Chapter 13, Section 103.

Any person who is a victim of a crime is encouraged to immediately notify the police. If a person is the victim of a crime or is aware of a crime and does not wish to contact the police, the person may report the incident to one or all of the following agencies:

**Dean of Students**  
801-957-4776

**Vice President for Student Affairs & Enrollment Management**  
801-957-4284

**Risk Administration**  
801-957-4041

**Director, Equal Opportunity (EO) and Title IX**  
801-957-4561

**Rape Recovery Center  
(not affiliated with SLCC)**  
801-467-7273

If the victim of a misdemeanor crime does not want police action taken, the crime is generally not prosecuted. The information will be given to the police for statistical purposes only. Felony offenses must be reported for investigation.

## SafeUT App

The SafeUT app is a crisis chat and tip line that provides real-time crisis intervention for students through live chat and a confidential tip line. This allows the SLCC community to submit tips of alleged crimes from their smartphones.



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## Campus Safety Officers

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The College utilizes Campus Safety Officers (CSOs) to patrol the campuses of Taylorsville Redwood, South City, Jordan, Miller, Library Square, and West Valley between the hours of 5:00 p.m. and 2:00 a.m. The officers assure the security of buildings, equipment, and mitigation of physical hazards. CSOs are uniformed, but are not sworn peace officers. Their presence greatly enhances the safety of the college community on these campuses.

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## Reporting a Crime

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Students and others who become aware of criminal actions or other emergencies anywhere on campus should report these to the Salt Lake Community College Department of Public Safety by dialing 911. Individuals may also use any emergency phone, located in main thoroughfares of all campus buildings. However, if you are a victim of a crime that occurs off-campus and need help identifying the appropriate law enforcement agency for your jurisdiction, please contact 801-957-3800.

Incidents reported to SLCC DPS, to UHP or to the local municipalities in which the campus is located will be investigated for the purpose of reducing crime, improving safety, making disciplinary referrals, and imposing criminal sanctions as appropriate. We cannot overemphasize the importance of prompt and accurate reporting of crime. If a crime is not reported promptly, evidence can be destroyed or the potential to apprehend a suspect is lost. If you witness a crime or emergency, promptly report it to the SLCC DPS and be prepared to answer questions as accurately as you can. The subsequent investigation can only be as thorough as the information received. If you are the victim of a crime, or you have seen or received information of criminal activity or other emergency, please contact the appropriate authority immediately.

Additionally, incidents reported to the SLCC DPS or to the local municipalities on other campuses, will be included in the statistical report contained in the Annual Security Report (ASR, Clery Report) prepared annually by the college.

Under very limited circumstances, the SLCC DPS or contracted law enforcement agencies may remove reports of crimes that have been deemed “unfounded” (determined by a sworn or commissioned law enforcement officer to be false or baseless). SLCC will still report and disclose all crimes that are “unfounded” in the Annual Security Report.

The following is a list of all emergency and non-emergency contact information for SLCC Department of Public Safety and other contracted law enforcement agencies:

POLICE DEPARTMENT		CONTACT NUMBERS	
<b>REDWOOD CAMPUS   SOUTH CITY CAMPUS   JORDAN CAMPUS</b>			
Utah DPS (Highway Patrol) 4501 South 2700 West Salt Lake City, Utah 84119	Emergency Calls	911	
	Non-Emergency	801-957-3800	
	Administrative Calls	801-965-4461	
	Campus Office	801-957-4270	
	Animal Control (RWD)	801-269-7499	
	Animal Control (South)	801-264-2243	
	Animal Control (Jordan)	801-840-4000	
<b>MILLER CAMPUS</b>			
Sandy City Police Department 10000 South Centennial Parkway Sandy, Utah 84070	Emergency Calls	911	
	Non-emergency Calls	801-799-3000	
	Administrative Calls	801-568-7200	
	Investigation Follow-up	801-568-7200	
	Animal Control Calls	801-352-4450	
<b>LIBRARY SQUARE</b>			
Salt Lake City Police Department 475 South 300 East Salt Lake City, Utah 84111	Emergency Calls	911	
	Non-emergency Calls	801-799-3000	
	Administrative Calls	801-799-3800	
	Investigation Follow-up	801-799-3720	
	Animal Control Calls	801-264-2243	
<b>AIRPORT CENTER</b>			
Salt Lake City Police Department 475 South 300 East Salt Lake City, Utah 84111	Emergency Calls	911	
	Non-emergency Calls	801-799-3000	
	Administrative Calls	801-799-3800	
	Investigation Follow-up	801-799-3720	
	Animal Control Calls	801-264-2243	
<b>WESTPOINTE</b>			
Salt Lake City Police Department 475 South 300 East Salt Lake City, Utah 84111	Emergency Calls	911	
	Non-emergency Calls	801-799-3000	
	Administrative Calls	801-799-3800	
	Investigation Follow-up	801-799-3720	
	Animal Control Calls	801-264-2243	
<b>WEST VALLEY</b>			
West Valley City Police Department 3575 South Market Street West Valley City, Utah 84119	Emergency Calls	911	
	Non-emergency Calls	801-840-4000	
	Investigation Follow-up	801-963-3300	
	Animal Control Calls	801-963-5800	



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## Daily Crime Log

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The SLCC Department of Public Safety compiles a Daily Crime Log that is available to the media, the public, and various campus offices upon request. This summary identifies the date the crime was reported, the date and time the crime occurred, the nature of the crime, the general location of the crime, and the disposition of the complaint, if known. If you would like to obtain a copy of the Crime Log, please contact the SLCC DPS by calling, 801-957-3800.

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## Online Reporting Form

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The online reporting form was created for individuals who may not want to file a complaint or report an incident to campus law

enforcement. This form is to be used to report sexual harassment, attempted or completed sexual violence, stalking, intimate partner or dating violence, or discrimination based on sex in a college program or activity. If you or someone you know has been the victim of any of these, you are encouraged to bring it to the attention of the Title IX Coordinator and/or other college officials.

If an individual chooses to use the online reporting form, it is recommended to fill out as much information as possible based on their knowledge of the situation. Anonymous reports may be submitted; however, without the contact information of the Complainant and the ability to investigate further, the college may be limited in how it can respond.

See, Appendix A, Online Reporting Form.

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# Timely Warning Policy and Procedure

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## Issue Timely Warnings:

The College must provide timely warnings about Clery Act crimes which pose a serious or ongoing threat to the campus community. This is determined by one (or more) College official(s) who have been pre-identified in the College's ASR. Because the nature of criminal threats is often not limited to a single location, timely warnings must be issued in a manner likely to reach the entire campus community. Timely warnings may be issued for Clery crimes occurring in Clery reportable locations.

Exception: Crimes that would otherwise be reportable but are reported to a licensed mental health counselor in the context of a privileged (confidential) communication, are not subject to the timely warning requirement.

## Criteria for Issuing a Timely Warning:

The College will issue a Timely Warning whenever the following criteria are met: 1) a Clery Act crime is reported; 2) the crime occurred in a Clery Reportable Location; 3) the perpetrator has not been apprehended; and 4) there is a serious or ongoing threat to the campus community because of this crime. The decision to issue a Timely Warning shall be made on a case-by-case basis using the following criteria:

- ▶ The nature of the crime
- ▶ The continuing danger to the campus community
- ▶ The possible risk of compromising law enforcement efforts

In order to make a Timely Warning consideration, all Campus Security Authorities (CSAs) and local law enforcement agencies are directed to immediately report Clery Crimes to the SLCC Department of Public Safety.

If the Timely Warning criteria are met, a notice will be drafted using crime-specific templates and issued by the Director of Public Safety (or designee) as soon as pertinent information is available. Timely Warnings are generally issued via email, but may also be distributed through press releases, text messages, posters, desktop alerts and with messages on SLCC's website when appropriate. The College may not use all distribution methods for every incident.

## Content of a Timely Warning:

The following information is typically included in a Timely Warning, if available:

- ▶ A statement of the incident, including the nature and severity of the threat and the persons or locations that might be affected;
- ▶ Any connection to a previous incident(s);
- ▶ Physical description and/or composite drawing of the suspect;
- ▶ Date and time warning was released;
- ▶ Other relevant and important information (e.g., gender of the victim, student/non-student, etc.);
- ▶ Appropriate safety tips.

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## Emergency Notification and Evacuation

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The College is required to inform the campus community about a significant emergency event or dangerous situation involving an immediate threat to the health or safety of College faculty, staff, employees, students, and visitors occurring on or near College grounds. An emergency notification expands the definition of timely warning as it includes both Clery Act crimes and other types of emergencies (e.g., fire, infectious disease outbreak, etc.). Emergency events may be localized; therefore, notifications may be tailored exclusively to the segment of the campus community at risk.

The College also must have emergency response and evacuation procedures in place specific to its on campus facilities. A summary of these procedures must be disclosed in the ASR. Additionally, the emergency response procedures must be tested at least once, annually.

Exception: Emergencies where issuing a notification would compromise efforts to assist a victim, contain the emergency, respond to the emergency or mitigate the emergency are not subject to the emergency notification requirement.

### Campus Alert System

SLCC maintains a notification system, known as the "Emergency Alert System (EAS)." In the event of an emergency, the EAS sends out a notification to all students and employees. Students have the option of removing their information from the EAS service. The notification is sent out via mobile and landline telephones, SMS, and e-mail. For more information regarding the EAS go to <https://i.slcc.edu/emergency-prepare/emergency-alert-notification-instructions.aspx>.

Students and employees may also add additional personal contact information to the EAS (by clicking the link above) so they will

have the opportunity to receive the emergency information by way of all their contact devices. In the event of a significant emergency or dangerous situation on campus involving an immediate threat to the health or safety of students or employees, the Associate Vice President of Public Safety will confirm the existence of the emergency or situation. The Associate Vice President of Public Safety will determine the appropriate segments of the campus community to receive a notification and will determine the content of the notification. The Associate Vice President of Public Safety, or designee, will initiate the Campus Alert system.

The Campus Alert system at SLCC is a third-party hosted email and text messaging system for emergency communications. The College conducts two annual Campus Alert system tests. The April test is in conjunction with ShakeOut– the annual statewide earthquake exercise.

### Emergency Response and Evacuation Policy and Procedures

Salt Lake Community College (SLCC) has an Emergency Management Team that consists of the Associate Vice President of Public Safety, campus law enforcement, emergency management, and the President or Acting President. The members of this team have authority to grant activation of emergency response procedures, the Emergency Notification and Messaging System (Timely Warnings or Emergency Notifications) and the Emergency Coordination Center as needed. The actions of this team will be consistent with those included in the Salt Lake Community College Emergency Operations Plan as well as the Emergency Response Procedures. Based on the type of emergency and response that ensues, Public Relations will be notified to assist with the dissemination of public information accordingly.

The Emergency Operations Plan and its Annexes and Appendices are reviewed and updated by the Emergency Advisory Council

on an annual basis. The Emergency Procedures are reviewed and updated annually as well and are printed in a flipchart format, published and distributed throughout the campuses as well as published on the SLCC Emergency Preparedness website, <http://i.slcc.edu/emergency-prepare/index.aspx>. This flipchart gives clear direction and instruction for student and staff response according to the type of emergency with instructions on how to report the emergency. Instructions on how to report a crime are also included in the Emergency Response Procedures. Campus closures are also included. Student and staff orientation includes training on emergency procedures as well as ongoing required staff training. Emergency Procedures may also be accessed on the Crisis Manager App, with instructions on how to download it at <http://i.slcc.edu/emergency-prepare/docs/crisis-manager-download-instructions.pdf>.

## Testing of Emergency Plans and Procedures

The Emergency Management office is responsible, in conjunction with the SLCC Emergency Advisory Council, SLCC Fire Marshal, the SLCC Environmental Health and Safety department and the SLCC DPS, to conduct emergency

response exercises at least annually and include community response partners. These exercises are objective drive to test emergency plans and procedures. A Multi-year Training and Exercise Plan has been developed and includes a comprehensive designation of groups that are included in the exercises and the objectives that are being tested. Exercises may be announced or unannounced and will be in the form of a table top, functional or full scale exercise and Master Exercise Plans are developed. After the exercise has been done, an After Action Report is written to address issues and improvement plans and distributed to all participating agencies.

The College participates in the Great Utah Shakeout annually and publicizes the exercise activities and the mass notification that will take place in the College Globe Newspaper and in social media messages sent out by Public Relations. Information on this exercise may also be found on the Emergency Preparedness website.





## How Will You Know if You Need to Evacuate, Shelter-in-Place or Secure-in-Place?

If an incident occurs, a notification may come from several sources, an emergency message via the Emergency Mass Notification System, campus safety officer, Building Marshal, CERT member, employees of the SLCC DPS, Emergency Management, police or fire personnel, or other emergency services personnel.

### Evacuation

Evacuation procedures are included in the Emergency Procedures flip chart. Staff and students should take the initiative to identify the location of emergency exits and the stairwells in the areas they frequent and be familiar with posted evacuation floor maps.

The building must be evacuated if the fire alarm sounds or if you are instructed to evacuate by law enforcement, fire personnel, facility personnel, administrative representative, or building marshal. The fire alarm is the fastest way to signal a full building evacuation and should be used in the event of fire, hazardous materials spill, or other emergency. Never ignore the fire alarm. If, however, you are the one that discovers a fire, follow evacuation procedures and call 911 and 801-957-3800 as soon as you are safe to do so.

(The Fire Alarm should NOT be used in the event of an Active Shooter situation). When Instructed to Evacuate the Building:

- ▶ Always leave the building immediately. Turn off equipment and lights and close the door behind you. (A closed door will limit the spread of heat and smoke and will also act as a fire barrier, and can serve as a theft deterrent in case of other evacuations). Do not take personal belongings.

- ▶ Use stairways to exit. Never use an elevator as an emergency exit. Leave the building through the nearest and safest exit.

As you evacuate the building:

- ▶ Please be aware of individuals with disabilities who are also trying to leave the building and offer assistance where you can. The College has placed devices called Evacu-Trac in many buildings to assist in the evacuation of individuals who use wheelchairs or have mobility challenges. For assistance, in evacuating an individual with a disability, contact your Building Marshal, or the Department of Public Safety. Know where the nearest Evacu-Trac device is located and learn how to use it.
- ▶ If you encounter individuals who are ignoring the fire alarm or the request to evacuate, instruct them to leave the building immediately. If they do not respond, report their location to building marshal, police, or fire fighters after you have safely evacuated.
- ▶ Once outside, move to your assigned Emergency Assembly Point (EAP) and take account of all individuals. For a map of EAPs visit <http://i.slcc.edu/emergency-prepare/building-evacuation.aspx>.
- ▶ Keep streets and walkways clear for emergency vehicles and personnel.
- ▶ Supervisors need to account for all employees under their supervision.
- ▶ Do not reenter the building until it is determined that it is safe to do so by Fire personnel or the Fire Marshal.

If Shelter-in-Place or Secure-in-Place is appropriate, the following apply:

## Shelter-in-Place Procedures

Shelter-In-Place may be recommended during several different types of events (i.e. hazardous weather, hazardous material, or others).

In general, when you receive instructions to shelter-in-place and you are outside, immediately move inside the nearest building and remain there until you receive further instructions.

If possible, warn anyone outside to get inside immediately.

- ▶ Seek shelter in interior rooms with as few doors and windows as possible
- ▶ Close the door
- ▶ Stay away from windows
- ▶ Follow instructions contained in emergency notifications

Note: Every employee should have access to an Emergency 72 hour Kit. Each department is responsible for providing and maintaining these kits.

## Atmospheric Contamination

There may be circumstances when staying put and creating a barrier between yourself and potentially contaminated air outside, a process known as “sealing the room,” is a matter of survival. Use common sense and available information to assess the situation and determine if there is immediate danger. If you see large amounts of debris in the air, or if local authorities say the air is badly contaminated, you may want to take this kind of action. The process used to seal the room is considered a temporary protective measure to create a barrier between you and potentially contaminated air outside. It is a type of sheltering in place that requires preplanning.

- ▶ Lock doors, close windows, air vents.
- ▶ Turn off fans, air conditioning and forced air heating systems.
- ▶ Take your emergency supply kit unless you have reason to believe it has been contaminated.
- ▶ Go into an interior room with few windows, if possible.
- ▶ If possible, seal all windows, doors and air vents with 2-4 mil thick plastic sheeting and duct tape. Consider measuring and cutting the sheeting in advance of an emergency to save time.
- ▶ Cut the plastic sheeting several inches wider than the openings and label each sheet.
- ▶ Duct tape plastic at corners first and then tape down all edges.
- ▶ Be prepared to improvise and use what you have on hand to seal gaps so that you create a barrier between yourself and any contamination.

## Secure-in-Place

Secure-in-Place is recommended when a known threat of violence exists or there is an actively violent situation and it is unsafe or impractical to evacuate the area. If you are in an area that cannot be secured, proceed immediately to an area that is away from the incident site and that can be secured. Lock doors separating classrooms or offices from the hallway or internal foyers. If the door does not lock, barricade the door with desks, chairs, bookcases, doorstops, or any other available furniture that would prevent someone from entering the room. Turn off the lights. Cover windows or openings that would allow an individual to see into the room. Keep everyone calm and quiet; turn off audio equipment and set cell phones to “silent.” The goal is to make the room appear unoccupied. Remain in place until emergency responders indicate that it is safe to leave.

## Active Shooter / Violent Intruder

The College's goal is to maintain a teaching and learning environment that is safe for students, employees, and visitors at our College sites. The information presented below is intended to serve as a guide and is based on recommendations from law enforcement experts.

### ACTIVE SHOOTER PROTOCOL

#### RUN!

Exit the area immediately if possible. Try to take others with you but do not stay if they refuse to go. Leave your belongings behind. Do not run in a straight line; take cover behind any available objects as you run. Once you are out of the area, prevent others from going in. Call 911 as soon as it is safe to do so. If you encounter law enforcement, put your hands up immediately and follow their directions.

#### HIDE!

If running is impossible or unsafe, you may decide to hide / Secure-In-Place. Act quickly and quietly. Your hiding place should be out of the view of the shooter. If inside lock and barricade the doors by any means possible. Turn off the lights and stay quiet. SILENCE YOUR CELL PHONE, including the vibration mode. Look around for items you can use as a weapon against the shooter should you end up having to fight. Avoid huddling together as much as possible as that gives the shooter a larger target to shoot at. Remember to stay put until law enforcement comes to get you out. It may take several hours for them to clear the area, keep your phone on silent and be patient.

#### FIGHT!

If your life is at stake, you may have to make the decision to fight back. If with a group, work together on how you will attack the shooter. Look for any items that can be used as a weapon, chairs, fire extinguisher, belts, drawers, scissors, pens or pencils, anything that can cause harm. Act with fearless aggression, you may be fighting for your life. You must absolutely commit to taking the shooter down.

**DO NOT Pull the Fire Alarm in the event of an Active Shooter.**

Note: When you see responding Law Enforcement officers, follow their instructions exactly and as quickly as possible. Police may detain you, ask you to get on the ground, put your hands behind your head, etc. Once it is determined that you are not a threat, they will give you directions on moving to another location.

For more information, review the Active Shooter Response Training Video at <https://www.slcc.edu/police/active-shooter-training.aspx>

Take FEMA Training IS-907 Active Shooter:  
What You Can Do <https://training.fema.gov/is/courseoverview.aspx?code=IS-907>



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## Campus Facilities Security and Access

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The Facilities and Maintenance Department maintains College buildings and grounds with a concern for safety and security. They inspect these facilities regularly and promptly make repairs. Students and employees are encouraged to call Public Safety at 801-957-3800 or Facilities at 801-957-4276 to report any hazard. The police and facilities department staffs routinely inspect the entire campus to review lighting and environmental safety concerns. A work request order may be submitted at <http://i.slcc.edu/facilities/request.aspx>.

Most campus facilities are open to the public during the day and evening hours when classes are in session. The Facilities Department regularly locks campus buildings at 10:00 p.m. each evening. Faculty and staff on site secure satellite buildings. Buildings are opened each morning beginning at 6:00 a.m. During times that the campus is officially closed, buildings are generally locked and accessible only to employees with keys.

Salt Lake Community College has established a well-defined key issuance and control policy. Only selected administrators are authorized to approve the issuance of keys to individuals within their assigned areas.

Periodic surveys and audits of campus departments are conducted to determine the status of keys issued to department personnel. It is against SLCC policy to duplicate any SLCC key.

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## Additional Crime Prevention and Safety Awareness Measures

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Workshops are available to inform students and employees about crime prevention, crime awareness and personal safety issues. We welcome information/feedback from those individuals who see a situation on campus that could be a safety hazard or security risk. Please contact Risk Management at 801-957-4041, The Department of Public Safety at 801-957-3800, or the designated police department to find out more information.

## Emergency Phones

Emergency Phones (Blue-Phone) are strategically placed on main thoroughfares on (or in) every building. These phones provide direct emergency access to police dispatchers to report an emergency or to get immediate help. The Police maintain a 24-hour communications center, and anyone on campus may summon assistance by dialing 911 (9-911 from a campus phone).

## Dealing with Disruptive People/Workplace Violence Presentations

This presentation is prepared and presented by the Department of Public Safety. This presentation focuses on identifying disruptive, threatening, or violent behaviors and taking appropriate actions when encountering individuals with these behaviors. The information is presented to the Academic Deans, the Associate Deans, and Division meetings and upon request to individual departments or campus associations.

Further, presentations on topics such as specific crime-related issues to safety tips, crime prevention, safety awareness, Behavioral Intervention Team, Title IX training and sexual assault prevention are provided at each of the four main campuses throughout the school year.

## Equipment Identification

All items purchased by departments at SLCC should be identified by serial number, brand and model. Departments are responsible for maintaining an accurate list of equipment in their department including serial numbers. Items over \$5000 must be registered with the Property Control Department and receive an assigned SLCC asset number and sticker. Computers that are over \$1000 must also receive an SLCC asset number for tracking purposes. Missing items should be reported

to the designated police agency immediately. Contact the inventory manager at 801-957-4010 for information on inventory control.

## Lost and Found

Items that are lost or found may be turned in at the Public Safety Office in the GFSB, 801-957-4270, the Markosian Library, Student Center Auxiliary Office, STC 203, the recreation check-in desk in the Lifetime Activities Center, Jordan Campus HTC 004, and at South City Campus in the ID Center 1-061. Items collected at these locations will be held for 72 hours. Thereafter they will be sent to the Office of the Surplus Manager, 801-957-4553. Unclaimed items left over 90 days are donated to charity.

## Robbery Prevention Seminar

An annual seminar is held for those who handle cash on campuses. They are invited to training conducted by various law enforcement agencies. The training includes recognizing forged and counterfeit bills, what to do in case of a robbery, how to identify suspects and how to preserve evidence. Contact the Revenue Manager at 801-957-4906 regarding the training.

## Bicycles, Hoverboards, Skates and Skateboards

Bicycle racks are provided for the securing of bikes. Bikes are not to be chained to handrails, meters, trees, fences, etc. For safety reasons, hoverboards, skates and skateboards are not allowed on campus.

## Lost Keys

Lost college keys should be turned in to the Key Office at the Taylorsville Redwood Campus, GFSB 105. At the South City Campus, keys are initially turned into South City Annex 103 but are sent to the Taylorsville Redwood Campus Key Office. If College keys are lost or stolen, report it immediately to the Key Office at 801-957-4102.



## Books and Backpacks

Do not leave books or backpacks unattended in classrooms, restrooms, the cafeteria or other places on campus. Mark your books with your name and student number. The College Bookstore requires that students leave book bags and backpacks outside while shopping in the Bookstore. Please secure backpacks and other valuable items. Report all thefts to the police.

## Parking Lot Escort Services

SLCC's DPS offers a parking lot safety escort service between 6:00 and 10:00 pm, Monday through Friday. Request the service by calling 801-957-3800 from any campus. The nearest Campus Safety Officer (CSO) or Utah Highway Patrol Officer will be dispatched to escort you to your car. Always use the buddy system and walk with a friend after dark.

## Utah Sex Offender Registration Act

The "Campus Sex Crimes Prevention Act" (amends 42 United States Code 14071), and the Utah Sex Offender Registration Act (77-27-21.5, U.C.A.) require notice be given to institutions of higher education of persons required by the act to register and who are affiliated with the institution. The Utah Department of Corrections, Sex Offender Registration Program Office, will inform the SLCC DPS of registered sex offenders who are affiliated with SLCC. This information will be available from the Campus Police located in Room 101 of the GFSB at the Taylorsville Redwood Campus.

To learn more about registered sex offenders, please go to the Utah Department of Corrections Sex Offender Registry website at: [http://www.communitynotification.com/cap\\_office\\_disclaimer.php?office=54438](http://www.communitynotification.com/cap_office_disclaimer.php?office=54438)

## General Safety Information

- ▶ If you sense a potential threat to yourself, attract attention to yourself by screaming, yelling "HELP!" or creating a commotion.
- ▶ If confronted by an armed person who demands you give them your property, give it up. Loss of property is not worth endangering your life.
- ▶ Avoid walking alone at night; walk with a friend or use the buddy system. Walk with a purpose; project an assertive, alert image. Have keys ready so you can quickly enter your car. If you are uncomfortable after dark walking alone, walk with a friend or call for an after dark escort from college Public Safety.
- ▶ Avoid walking alone. Let someone know where you are going and when to expect you.
- ▶ Always secure your valuables in your trunk and lock your car.
- ▶ When parking your vehicle, if you anticipate returning to it after dark, try to park in a well-lighted area.
- ▶ Look into your vehicle before you get in to be certain no one is hiding inside. Lock all doors and windows after entering your vehicle.
- ▶ Whenever you leave your office, classroom or home, lock all doors and windows.
- ▶ Report any suspicious activity or people, safety hazards, unsafe lighting, defective equipment or any other concern to SLCC Public Safety.
- ▶ Be aware of your surroundings, know where you are and know where you are going.
- ▶ Plan your walking trips. Choose a well-lighted, populated route.
- ▶ Keep money, stamps and other valuables locked away.
- ▶ Keep personal belongings in sight or take them with you as you move around a building.
- ▶ Never prop doors open, even for a short time.
- ▶ Be cautious of removing jewelry to wash hands. These items are easily lost or stolen.
- ▶ Avoid keeping money in your office or car.
- ▶ Keep ATM, debit and credit cards in a safe place. Never reveal a PIN number to anyone.
- ▶ Never loan your ATM card to anyone, no matter who they are.
- ▶ When possible, use ATM cards in daylight. If that is not possible, use an indoor ATM or one in an otherwise well-lit area.

If an incident does happen, be observant. You will want to give accurate suspect and vehicle descriptions. Report every incident to the police as soon as possible.

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## Behavioral Intervention Team (BIT)

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The BIT is designed to assist faculty, staff and students in dealing effectively with situations involving student behaviors of concern. These situations may involve students struggling with various forms of individual distress, engaging in behaviors disruptive to the educational environment, or even posing a potential threat of harm to themselves or others.

The main purpose of the BIT is to educate members of the College community to identify and respond to students of concern with a focus on caring, prevention and early intervention. A related aim is to foster interdepartmental communication about struggling students while providing information coordination, consultation and feedback, assessment of needs and at-risk behaviors, and intervention and support strategies as warranted.

If the BIT determines that a student's conduct poses a life, personal safety or property threat to the college or those in the college community, the Chair of the BIT will notify the Director of Public Safety for consideration of a Timely Warning or Emergency Notification alert, in compliance with the Clery Act.

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## Alcohol, Tobacco and Illegal Drugs

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Salt Lake Community College has a stringent policy governing the use of alcohol and other drugs. The purchase, possession, use, consumption, sale, distribution or storage of any alcoholic beverage, controlled substance or illegal drug is prohibited on any campus or training site, and at all College activities. In accordance with the Indoor Clean Air Act, all buildings on all campuses and centers are smoke-free, including any use of e-cigarettes.

SLCC is committed to facilitating a drug-free classroom environment and utilizes the Center

for Health and Counseling to increase campus awareness regarding alcohol and other drugs. The Center for Health and Counseling has locations at the Taylorsville Redwood, South City and Jordan campuses, and provide the following services:

- ▶ Educational information on substance abuse
- ▶ 12-step schedules
- ▶ Community referrals
- ▶ Classroom presentations
- ▶ Workshops on varied health issues
- ▶ Library of resource information
- ▶ Participate in national campaigns

Anyone found in violation of regulations prohibiting possession, using or selling hallucinatory, narcotic or other controlled substances, possession, consuming or selling alcoholic beverages on campus (including athletic events), is subject to arrest. Additionally, according to the Anti-Drug Abuse Act of 1988 (Section 5301) students who receive Federal Financial Aid and are convicted of drug possession or distribution may become ineligible for Title IV financial aid.



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## Sexual Assault, Dating/ Domestic Violence, and Stalking

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In accordance with federal law, SLCC does not discriminate on the basis of sex in educational programs and prohibits sexual assault, dating violence, domestic violence, and stalking. Sexual assault is a concern on college and university campuses nationwide. We are fortunate at SLCC to have a relatively low rate of sexual assault. However, one is too many, and it is understood that many sexual assaults go unreported.

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## Procedures for Reporting Sexual Assault, Dating Violence, Domestic Violence and Stalking

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Any incidents of sexual assault, dating violence, domestic violence, or stalking should be reported directly to the SLCC DPS, contracted law enforcement agency, or with the agency where the incident occurred. Filing a police report will not obligate the victim to pursue a complaint through the criminal process, nor will it subject the victim to scrutiny or judgmental opinions from officers. The SLCC DPS and the SLCC Title IX administration strongly encourage victims to report incidents of sexual assault in a timely manner. Time is a critical factor for evidence collection and preservation.

## Filing a police report will:

- ▶ Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- ▶ Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later; and
- ▶ Make the victim aware of resources available for confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a victim of sexual assault, dating violence, domestic violence, or stalking contacts the SLCC DPS or any law enforcement agency contracted by SLCC, the Director, EO/ Title IX, and Dean of Students will be notified. The victim may choose for an investigation to be pursued either through the criminal justice system and/or through the college investigatory findings process, (when an alleged perpetrator is a student, faculty or staff), or through both processes.

Victims may choose not to proceed as a Complainant in a criminal process. The Title IX Director will guide the victim through the available options and consider the input of the victim in determining proceeding with an investigation. If a victim is reluctant, does not wish to provide information or participate in a college investigation, that decision may hinder the college's ability to investigate and eliminate the threat posed by a perpetrator.

Individuals who witness, are subjected to, or are informed about incidents of sexual assault, dating violence, domestic violence, stalking, or any form of sexual harassment may file a complaint with a designated SLCC employee, including:

David Jensen  
Director, EO & Title IX  
Taylorsville Redwood –TB 222  
801-957-4561  
David.Jensen@slcc.edu

The Title IX Director will inform individuals of their rights to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services on and/or off campus. The Title IX Director will assess the immediate safety needs of the victim, provide the victim with access to medical care, and assist the victim in notifying/contacting the SLCC DPS or appropriate law enforcement agency if the victim so chooses. The Title IX Director will take steps to address the conduct, protect and assist the victim, remediate effects, and assign an investigative authority to review the complaint. The investigation process allows for resolution of the conduct to include rendering a final decision regarding the complaint and taking action to prevent the recurrence of the conduct.

#### Guidelines or Suggestions to Follow After a Sexual Assault, Dating Violence, Domestic Violence or Stalking (as applicable to the specific incident)

- ▶ Go to a safe place as soon as you can.
- ▶ Call 911 in the event of an emergency (9-911 using an on-campus phone).
- ▶ Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action.
- ▶ Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- ▶ In cases of sexual assault, domestic violence, dating violence, and stalking, preserve evidence by saving text messages, instant messages, social networking pages, communications, pictures, or other documents, if any, that would be useful to police or investigators.
- ▶ Talk with SLCC personnel to help explain your options, give you information, and provide emotional support.



## Procedures for Investigating Sexual Assault, Dating Violence, Domestic Violence, and Stalking

The following specifies the procedures that SLCC will follow once an incident of sexual assault, domestic violence, dating violence, sexual assault, or stalking has been reported.

Upon notice of a sexual assault, dating violence, domestic violence, or stalking complaint, SLCC will make every effort to ensure a prompt, fair, and impartial investigation and resolution transparent to the Respondent and Complainant. An investigation involves analysis of the initial report, and upon that analysis providing a basis to move the investigation forward, interviews with the Complainant, the Respondent, witnesses, collection of relevant data and documents, possible inspection of the location of the alleged offense, and other investigative actions necessary to collect and analyze evidence and determine findings will occur. If a report involves both a student and employee, the Dean of Students and EO/Risk Administration coordinates the investigation together. When determined as appropriate, the college reserves the right to report the allegations to the relevant geographic law enforcement agency.

In order to provide students and/or employees with a fair, prompt, and impartial investigative process for allegations of sexual assault, dating violence, domestic violence, or stalking, SLCC provides:

- ▶ Investigations will be conducted by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation that protects the safety of victims and promotes accountability.
- ▶ Investigations will be conducted by officials who do not have a conflict of interest or bias for or against either party.
- ▶ The Complainant and Respondent have equal opportunities to have others present during investigative proceedings, including an advisor of their choice.
- ▶ SLCC will not limit the choice of advisor or presence for either party in any meeting or institutional disciplinary proceeding; however, the institution may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.
- ▶ The parties will receive simultaneous notification, in writing, of the result of the investigation and any appeal procedures.
- ▶ The investigation will typically be completed in a reasonably prompt time frame (60 days).
- ▶ The Complainant and Respondent are given timely notice of meetings at which one or the other or both may be present.

Advisor means any individual who provides the Complainant or Respondent support, guidance, or advice.

Proceeding means all activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings.

Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

Result means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution.

Notwithstanding section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly referred to as the Family Educational Rights and Privacy Act (FERPA), the result must also include the rationale for the result and the sanctions.

## Standard of Evidence

Investigations conducted by SLCC use a preponderance of the evidence standard, i.e., more likely than not that sexual harassment or violence occurred, and allows for both the accuser and accused to have others present during proceedings. Individuals conducting investigations receive training at least annually which covers investigation and grievance models to address sexual assault, dating violence, domestic violence, and stalking.

## Issuance of Findings and Appeal of Findings of an Investigation

The goal is to resolve investigations/complaints within 60 days, however, unusual circumstances requiring additional time may necessitate an extension. A summary report of investigative findings will be issued to both the Complainant and the Respondent simultaneously, in writing, along with other relevant personnel, such as a supervisor if a party to the report is an employee. Either party may request an appeal/grievance hearing through the respective policies, either SLCC policy Chapter 2, Section 3.06, Employee Grievance Procedure for employees or for students, through the Student Standards Committee in accordance with procedures outlined in the Student Code of Conduct, SLCC Policy Chapter 3, Section 2.01.

## Sanctions/Discipline For Students

Depending on the severity of the sexual assault, dating violence, domestic violence, stalking and/or any other complaint, including use of weapons, threats and/or patterns of conduct and/or predation, the sanctions that may be imposed on students for findings of misconduct are:

**Reprimand and Warning:** A student may be given a reprimand accompanied by a written warning that the student may receive additional sanctions if the student engages in the same

misconduct again or commits any other violation of this Code. A reprimand and warning will remain a part of a student's disciplinary record at least until he/she graduates.

**Reflective Activity:** A student may be required to complete a reflective activity, such as writing a letter of apology or other written activity, which demonstrates the student's learning and increased understanding of the College's expectations regarding behavior.

**Administrative Withdrawal:** A student may be administratively withdrawn from any or all courses during the semester in which the violation of College policy occurred. An administrative withdrawal will remain a part of a student's disciplinary record at least until he/she graduates.

**Disciplinary Probation:** A student may be placed on disciplinary probation for a specified period of time under conditions specified in writing with a warning that any violation of the conditions or any further acts of misconduct may result in additional disciplinary sanctions, including suspension or expulsion from the College. As a condition of probation, the student may be required to participate in a specific program, such as a counseling program or an alcohol education program, or to provide a specific service, such as the repair or restoration of any property damaged or taken by the student. A record of any disciplinary probation will remain a part of a student's disciplinary record for five years after a student graduates.

**Restitution:** A student may be required to pay the cost for the replacement or repair of any property damaged by the student. If the student fails to pay the cost or make repairs, the student may be subjected to additional sanctions, including suspension or expulsion. A record of any restitution that a student is required to pay will remain a part of a student's disciplinary record until he/she graduates.

**Participation in a specific program:** A student may be required to participate in a specific program, such as a counseling program, a

program designed to stimulate good citizenship within the College community, an alcohol education program, anger management or any other activity which would foster civic engagement. If the student fails to participate in the program as directed, the student may be subjected to additional sanctions, including suspension or expulsion. The student must provide the College with verification of program completion and evidence of personal well-being. Verification of program completion must be from a certified agency or appropriately certified health care provider or mental health counselor. A record of participation in any specific program that a student is required to complete will remain a part of a student's disciplinary record until he/she graduates.

**Provision of a specific service:** A student may be required to provide a specific service, such as the repair or restoration of any property damaged or taken by the student. If the student fails to provide the service as directed, the student may be subjected to additional sanctions, including suspension or expulsion. Completion of a specific service will remain a part of a student's disciplinary record until he/she graduates.

**Suspension:** A student may be prohibited from participating in all aspects of College life for a specified period of time (some portion of which may be deferred at the direction of the Dean of Students). When a student is suspended from the College, the suspension applies to all campuses of the College. The Dean of Students is required to notify the Office of the Registrar and Academic Records to indicate the suspension on all copies of the student's academic transcript. When the term of the suspension has ended, the Registrar will remove the notation from the student's transcript. A record of the term of suspension will remain a permanent part of the student's disciplinary record.

**Expulsion:** A student may be dismissed from the College permanently. When a student is expelled from the College, the expulsion applies to all campuses of the College. The Dean of Students is required to notify the

Office of the Registrar and Academic Records to indicate the expulsion on all copies of the student's academic transcript. Furthermore, the student may not thereafter petition for readmission to the College. A record of expulsion will remain a permanent part of the student's disciplinary record.

**Deferred sanction:** Sanctions of expulsion from and/or suspension from Salt Lake Community College may be deferred for a period of time not to exceed one year, with the provision that lesser sanction/s be completed and/or no further violations are committed within that period of time. If the student does not consent to the determination of responsibility or the sanction imposed, the student may request a hearing before the Student Standards Committee, depending on the level at which the deferred and lesser sanctions were imposed. If the deferred sanction is imposed, the following apply:

- ▶ If the lesser sanction(s) is/are completed in the time period assigned, the deferred sanction will not be implemented.
- ▶ If the lesser sanction(s) is/are completed in the time period assigned due to medical, academic, or personal reasons, the student may apply, in writing, to the Dean of Students for an extension of that time period. The written request must be submitted at least three (3) calendar days prior to the end of the time period. With their application for an extension, students must present documentation of the personal, academic, or medical reasons they were unable to meet the deadlines, and they must show that they have completed a significant portion of their lesser sanction(s). The Dean of Students will deliver a decision about the extension to the student within fourteen (14) calendar days after receipt of the request.
- ▶ If the lesser sanctions are not completed in the time period assigned and no extension to the time period is requested or granted, or the student is found responsible for a new violation, the deferred sanction will

automatically go into effect, and the student will have no further opportunity to appeal the deferred sanction.

- ▶ Deferred suspensions that are put into effect will begin in the semester in which the lesser sanction deadline was not met, or in which a new violation occurred. If the suspension is to include more than one semester, it will include the semester in which the lesser sanction deadline was not met or the new violation occurred, plus the subsequent semester/s.
- ▶ A student who is suspended risks losing all fees and grades for the semester in which the suspension is implemented.
- ▶ A record of a deferred sanction will remain part of a student's disciplinary record for five years after the student graduates (or permanently if the suspension has been implemented).

## Corrective Action For Employees

Depending on the severity of the sexual assault, dating violence, domestic violence, stalking and/or any other complaint, including use of weapons, threats and/or patterns of conduct and/or predation, corrective actions that may be imposed on employees for findings of sexual misconduct are:

- ▶ Verbal Warnings
- ▶ Written Warnings
- ▶ Probation
- ▶ Termination of employment
- ▶ Prohibition on Retaliation

Salt Lake Community College has a strong prohibition on retaliation. Retaliation exists when an individual harasses, intimidates, or takes other adverse actions against a person because of that person's participation in an investigation of discrimination or sexual misconduct or their support of someone involved in an investigation of discrimination or sexual misconduct.



Retaliatory actions include, but are not limited to, threats or actual violence against the person or that person's property, adverse educational or employment consequences, ridicule, intimidation, bullying, or ostracism. Salt Lake Community College will impose sanctions on any faculty, student, or staff member found to be engaging in retaliation, or individuals who encourage third parties to retaliate on their behalf.

Instances of retaliation are prohibited, will be investigated, and may result in further conduct charges or disciplinary actions.

## The Code of Student Rights and Responsibilities

The Code of Student Rights and Responsibilities provides governing regulations for the behavior of our student body. The Code states the specific authority and responsibilities of the College in maintaining social discipline, outlines the process for legitimate grievances and establishes the proper procedures to be followed to ensure "due process" to protect students from unfair processes, and/or unfair imposition of penalties and sanctions. The primary objective for the administration of discipline under the Student Code of Conduct is to foster ethically responsible behavior and protect the campus community. [https://www.slcc.edu/policies/policies/student\\_affairs/8.1.050.aspx](https://www.slcc.edu/policies/policies/student_affairs/8.1.050.aspx)

## Employee Policies/Procedures Regarding Professional Conduct

Title IX Sexual Harassment Policy, SLCC office responsible for Title IX oversight, covers sexual harassment, details processes, rights and responsibilities.

Anti-Discrimination and Harassment, covers all discrimination prohibition, details processes, rights and responsibilities.

Employee Conduct, details professional conduct standards, references summarize other relevant laws/policies.

## Support Measures for Victims of Sexual Assault, Dating Violence, Domestic Violence, and Stalking

Complainants who have experienced sexual assault, harassment, discrimination, dating/domestic violence, stalking and related retaliation are afforded additional protections and options (support measures) beyond those provided by the typical student conduct process, such as:

- ▶ Notice of the Complainant's options to avoid contact with the alleged perpetrator.
- ▶ Allow the Complainant to change academic (course scheduling, extension on assignments, or moving testing date/location) and extracurricular activities or his or her transportation, dining, and working situation as appropriate.
- ▶ Ensure that the Complainant is aware of his or her Title IX rights and any available resources, such as victim advocacy, academic support, counseling, disability services, health and mental health services, legal assistance, and the right to report a crime to campus or local law enforcement.

When determining what support measures to take, SLCC will consider the specific need expressed by the Complainant; the age of the students involved; the severity or pervasiveness of the allegations; any continuing effects on the Complainant; whether the Complainant and alleged perpetrator share the same residence, class, transportation, or job location; and whether other judicial measures have been taken to protect the Complainant (e.g., civil protective orders).

## On-Campus and Community Resources for Victims

### Counseling Services

The SLCC Centers for Health and Counseling are available to students, faculty, and staff of the college. Counseling sessions are reasonably priced and the first session is free to students. Counseling services can assist individuals with career planning, study skills, anxiety or depression, relationship issues, family issues, test anxiety, relaxation, stress management skills, and any other personal concerns. The Centers have established annual and ongoing programs to assist students in a variety of areas and all services are confidential.

Locations:

**Taylorsville Redwood Campus**, STC 035  
4600 South Redwood Road  
Taylorsville, Utah 84123  
801-957-4268

**Jordan Campus**, JSTC, Room 160  
3491 W 9000 S  
West Jordan, UT 84088  
801-957-6290

**South City Campus**, 1-143  
1575 South State Street  
Salt Lake City, Utah 84115  
801-957-3323

### Employee Assistance Program

Uprise Health, our EAP (Employee Assistance Program), provider can help you to privately resolve problems that may interfere with work, family, and life in general. Your EAP is provided for FREE to you and dependents, living at or away from home, as well as household members, related or not. EAP services are always confidential.

- ▶ 24-hour Crisis Help: 1-866-750-1327
- ▶ In-person Counseling – up to four (4) face to face counseling sessions for each issue.

- ▶ Online consultations and resources: [uprisehealth.com](http://uprisehealth.com)  
Access codes:  
Full time: saltlakecommunitycollege  
Part time: slcc

### Salt Lake Rape Recovery Center

Empowering those victimized by sexual violence through advocacy, crisis intervention, therapy, and to educate the community about the cause, impact, and prevention of sexual violence.

Location:  
2035 South 1300 East  
Salt Lake City, UT 84105

Office: 801-467-7282

Fax: 801-467-7280

Office hours:

Monday - Thursday: 9 a.m. – 5 p.m.

24-Hour Crisis Line: 801-467-7273

### University Neuropsychiatric Institute (UNI) CrisisLine

The UNI CrisisLine provides 24 hour, 7 days-a-week phone crisis service and is staffed by mental health professionals providing emotional support, assistance, crisis intervention, and suicide prevention to individuals experiencing emotional distress or psychiatric crisis.

Email: [uni.crisis@hsc.utah.edu](mailto:uni.crisis@hsc.utah.edu)

24-Hour Crisis Line: 801-587-3000

SafeUT app

Help is available, text 988. Suicide and Crisis Lifeline.

### National Sexual Assault Telephone Hotline (RAINN)

24-Hour Crisis Line: 800-656-HOPE (4673)





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## Definitions of Clery Act Locations

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**Campus** is defined as any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and Property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Non-Campus** is defined as any building or property owned or controlled by a student organization recognized by the institution; or any building or property (other than a branch campus) owned or controlled by an institution of higher education 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.

**Public Property** means all public property, including thoroughfares, streets, sidewalks, and parking facilities, that are within the campus, or immediately adjacent to and accessible from the campus.

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## Definitions of Clery Act Offenses

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### The following definitions are taken from the Uniform Crime Reporting Handbook.

**Murder:** The willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence:** The killing of another person through gross negligence.

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

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.

**Arson:** The willful or malicious burning or attempt to burn with or without intent to defraud a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

**Larceny Theft:** The unlawful taking of property from the possession of another.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle (includes joyriding).

**Liquor Law Violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcohol. (Does not include DUI.)

**Drug Abuse Violations:** The violation of state and local laws prohibiting the production, distribution, possession and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.

**Weapon Law Violations:** The unlawful possession of deadly weapons -- concealed or openly carried.

**Hate Crime:** Any of the aforementioned offenses (except for negligent manslaughter), and any other crime involving bodily injury, reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias.

**Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics.

**Gender:** A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

**Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

**Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

**Gender Identity:** A preformed negative opinion or attitude toward a person (or group of persons) because the person's internal sense of being male, female, or a combination of both may be different from the gender assigned at birth, e.g. bias against transgender or gender nonconforming individuals.

**Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.

**National Origin:** A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and/or traditions.

**Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced aged or illness.

## The following definitions are taken from the National Incident-Based Reporting System of the UCR program.

**Sex Offense:** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

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

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because his/her temporary or permanent mental incapacity.

**Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

## The Higher Education Act (HEA) defines the new crime categories of domestic violence, dating violence, and stalking in accordance with section 40002(a) of the Violence against Women Act of 1994 as follows:

**Domestic Violence:** A felony or misdemeanor crime of violence committed by

- ▶ A current or former spouse or intimate partner of the victim,
- ▶ A person with whom the victim shares a child in common,
- ▶ A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
- ▶ A person similarly situated to a spouse of the victim under the domestic or family violence laws or the jurisdiction receiving grant monies [under VAWA], or
- ▶ Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

The existence of such a relationship shall be determined based on a consideration of the following factors:

- ▶ Length of the relationship;
- ▶ The type of relationship; and
- ▶ The frequency of interaction between the persons involved in the relationship.

- ▶ For the purpose of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- ▶ Dating violence does not include acts covered under the definition of domestic violence.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to

- ▶ Fear for his or her safety or the safety of others; or
- ▶ Suffer substantial emotional distress.

For the purposes of this definition:

- ▶ Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- ▶ Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
- ▶ Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

**Consent:** Consent is an informed decision, freely given, made through mutually understandable words or actions that indicate a willingness to participate in mutually agreed upon sexual activity.

Consent cannot be given by an individual who is:

- ▶ Asleep
- ▶ Unconscious
- ▶ Mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason
- ▶ Under duress, threat, coercion, or force

Past consent does not imply future consent. Silence or an absence of resistance does not imply consent. Consent can be withdrawn at any time.

SLCC uses the "affirmative consent" standard, known colloquially as "yes means yes." The burden rests on the person initiating sex to obtain a "yes," rather than on the intended partner to convey a "no." Failure to obtain affirmative consent in the course of sexual activity may result in findings of merit to a complaint of sexual assault/rape.



## Education and Prevention Programming

SLCC engages in comprehensive educational programming to prevent domestic violence, dating violence, sexual assault and stalking. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students, faculty, and staff that:

- ▶ Identifies domestic violence, dating violence, sexual assault, and stalking as prohibited conduct.
- ▶ Defines what behavior constitutes domestic violence, dating violence, sexual assault, and stalking.
- ▶ Defines what behavior and actions constitute consent to sexual activity in the State of Utah.
- ▶ Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander.
- ▶ Provides information on risk reduction so that students may recognize warning signs of abusive behavior and how to avoid potential attacks.
- ▶ Provides an overview of information contained in the Annual Security Report (ASR) in compliance with the Clery Act

Haven Online Prevention Program was implemented at SLCC in Fall 2015. Haven is EverFi's premier online learning platform addressing the critical issues of sexual assault, relationship violence, and stalking. Haven is an interactive module designed to engage and empower students to create safe, healthy campus environments.

Haven uses a population-level approach to educate all students on the issues associated with sexual assault and relationship violence, taking into account their unique perspectives and experiences.

**A Focus on Relationships:** In Haven, students are encouraged to reflect on their personal values and expectations in relationships as a foundation for personal engagement. The program's primary focus is to promote healthy relationships based on positive communication and respect. Haven demonstrates for students the warning signs of abuse and situations that may be challenging or confusing regarding consent in their own relationships and those of others.

**Personal Connections:** Haven uses language and scenarios that are inclusive and sensitive of diverse identities and experiences to provide a relevant and engaging learning environment for students. By offering a range of perspectives and encouraging personal reflection, and drawing upon individual values and strengths to guide student engagement, Haven creates a powerful connection to these issues among students.

**Real-Life Scenarios:** Throughout Haven, rich and in-depth scenarios serve to model healthy behaviors, increase awareness of opportunities to intervene, and provide a range of strategies for taking action.

Additional scenarios encourage students to challenge sexist language and attitudes and provide guidance for supporting a friend who may be a victim of sexual assault or relationship violence. (See Haven Sexual Assault Overview.)

Awareness Programs are community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

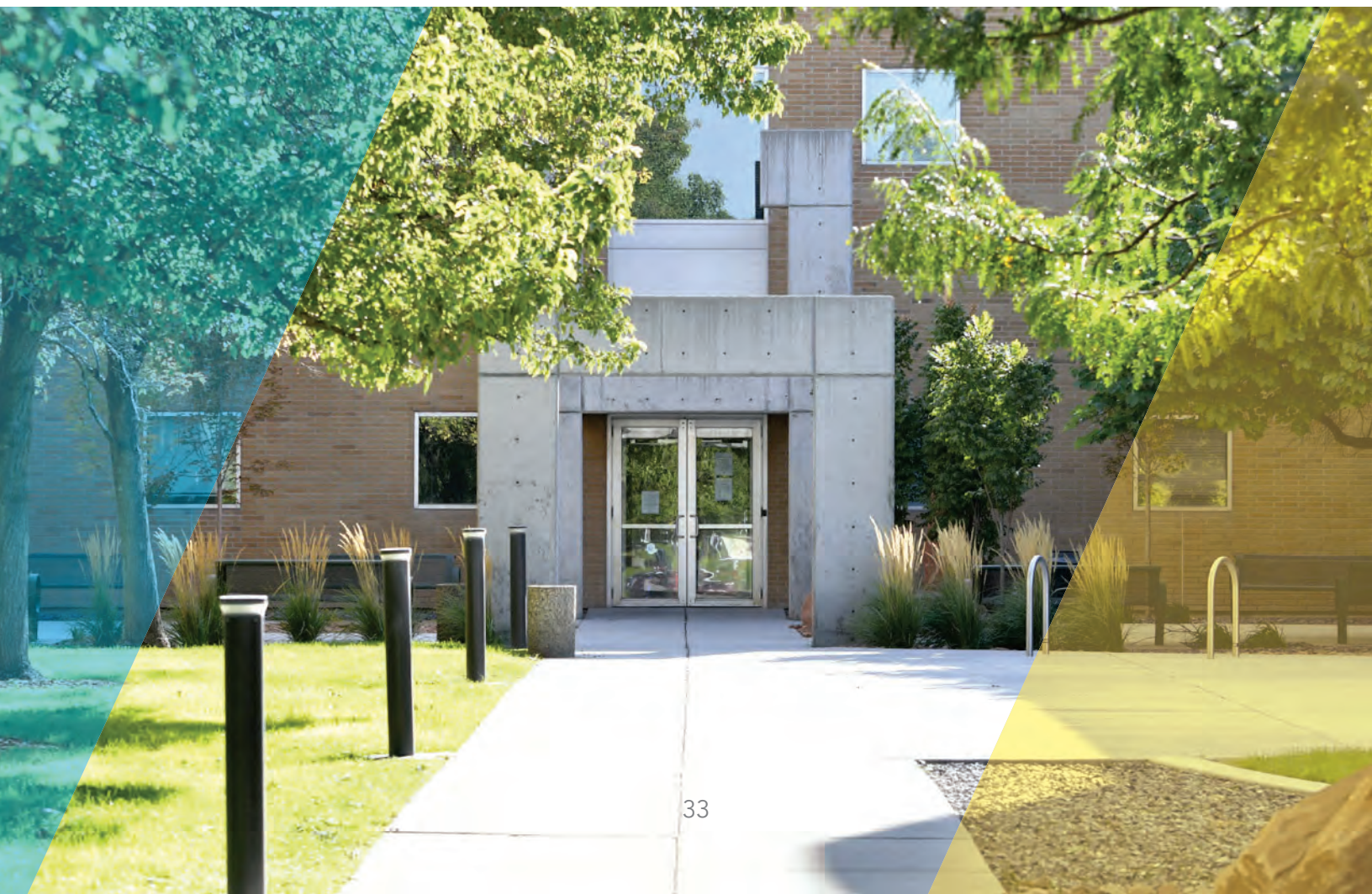
Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm,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

Ongoing prevention and awareness campaigns means programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant

to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.

Primary prevention programs means programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.



SLCC offered the following primary prevention and awareness programs in 2022:

<b>NAME OF PROGRAM</b>	<b>DATE HELD</b>	<b>LOCATION</b>	<b>PROHIBITED BEHAVIOR COVERED</b>
<b>Academic Affairs Convocation Meeting</b>	August 22, 2022	Talorsville Redwood Campus/ Hybrid	DoV, DaV, SA, S
<b>Student Affairs Convocation Meeting</b>	August 22, 2022	Talorsville Redwood Campus/ Hybrid	DoV, DaV, SA, S
<b>New Faculty Orientation</b>	August 17, 2022	Talorsville Redwood Campus	DoV, DaV, SA, S
<b>Student Leadership Conference</b>	August 15, 2022	Talorsville Redwood Campus	DoV, DaV, SA, S
<b>Student Athlete Orientations</b>	September 7, 2022	Talorsville Redwood Campus	DoV, DaV, SA, S
<b>Student Club Conference</b>	September 16, 2022	Jordan Campus	DoV, DaV, SA, S
<b>Bruin Beginnings Training</b>	Jan. 31, 2022 Mar. 28, 2022 Apr. 25, 2022 Aug. 29, 2022 Sept. 26, 2022	Talorsville Redwood Campus	DoV, DaV, SA, S
<b>Supervisor Summit Training</b>	Jan. 20, 2022 Feb. 8, 2022 Feb. 15, 2022 Mar. 28, 2022 Apr. 25, 2022	Talorsville Redwood Campus/Virtual	DoV, DaV, SA, S
<b>Supervisor Training</b>	Aug. 21, 2022 Nov. 10, 2022	Talorsville Redwood Campus	DoV, DaV, SA, S
<b>Bias and Microaggression Training</b>	Dec. 8, 2022	Talorsville Redwood Campus	DoV, DaV, SA

# CRIME STATISTICS

The following charts reflect the number of reported crimes on campus, listed separately for the Taylorsville Redwood, South City, Jordan, Miller, West Valley Center and other sites, for the most recent three calendar years. Arrests occurred on campus or in the immediate surrounding area (Clery Geography).

## TAYLORSVILLE REDWOOD CAMPUS

### Clery Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	1	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	1	0	0	0	0	0	0	0	0	0
Aggravated Assault	1	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny Theft	23	19	20	0	0	0	0	0	0	0	0	0

### Hate Crimes

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Race	0	1	1	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	1	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	1
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0



# TAYLORSVILLE REDWOOD CAMPUS

## VAWA Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Domestic Violence	1	0	1	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	1	0	2	0	0	0	0	0	0	0	0	0

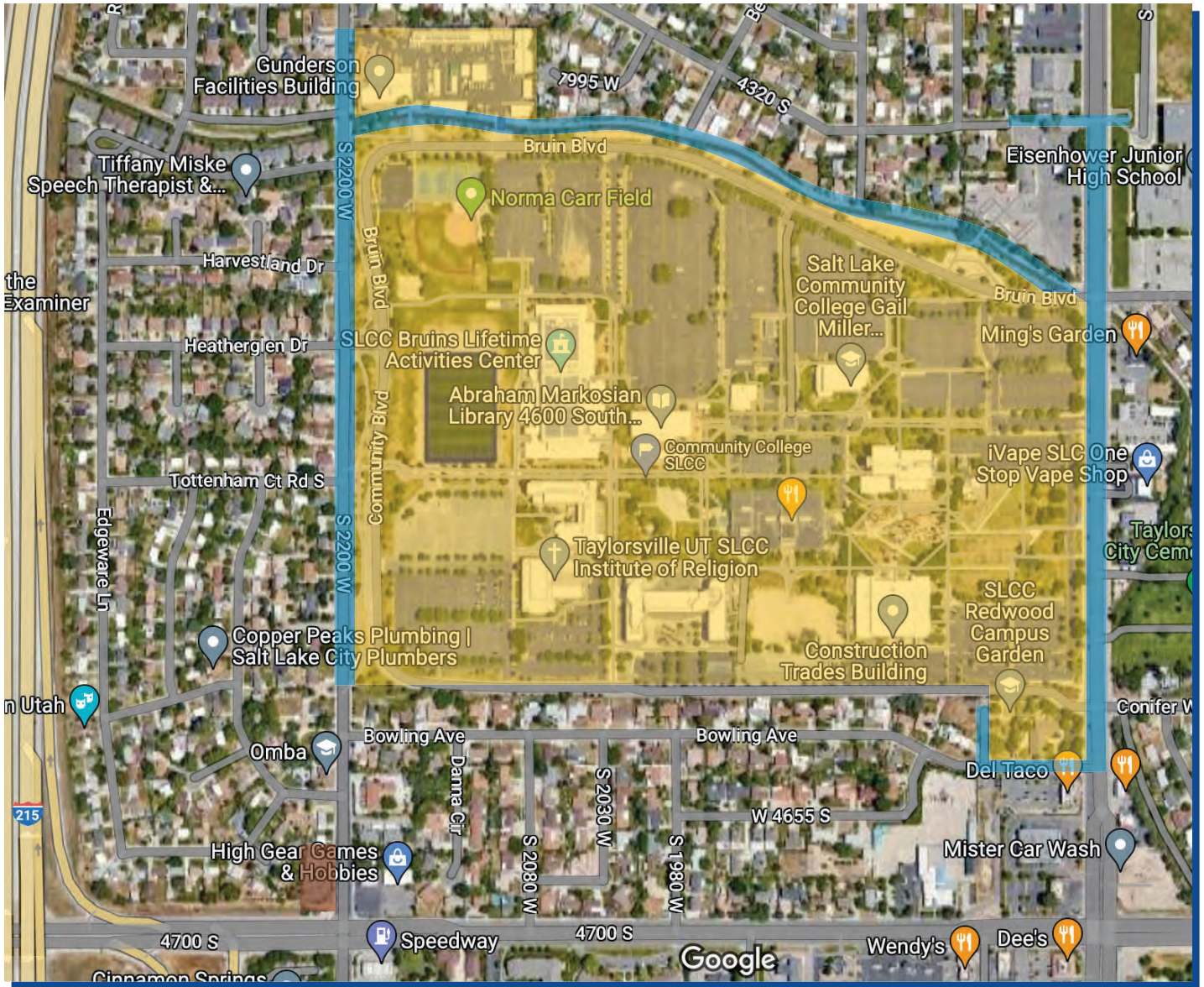
## Arrests

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	1	2	2	0	0	0	0	2	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

## Referrals for Disciplinary Action

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

# SLCC TAYLORSVILLE CAMPUS CLERY MAP



- On-Campus
- Non-Campus
- Public Property

# SOUTH CITY CAMPUS

## Clery Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	1	0	0	0	0	0	0	0	1	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	1	0	0	0	0	0	0	0	1	0
Arson	0	0	2	0	0	0	0	0	0	0	0	0
Larceny Theft	9	8	6	0	0	0	0	0	0	0	0	0

## Hate Crimes

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	1	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	1	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0

# SOUTH CITY CAMPUS

## VAWA Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	1	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	1	0	0	0	0	0	0	0	0	0	0

## Arrests

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	1	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	1	5	11	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

## Referrals for Disciplinary Action

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

# SLCC SOUTH CITY CAMPUS CLERY MAP



On-Campus



Non-Campus



Public Property

# JORDAN CAMPUS

## Clery Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	1	0	0	0	0	0	0	0	0	0
Larceny Theft	0	3	3	0	0	0	0	0	0	0	0	0

## Hate Crimes

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0

# JORDAN CAMPUS

## VAWA Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Domestic Violence	0	1	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	1	1	0	0	0	0	0	0	0	0	0

## Arrests

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	1	1	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

## Referrals for Disciplinary Action

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	2	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

# SLCC JORDAN CAMPUS CLERY MAP



- On-Campus
- Non-Campus
- Public Property



# MILLER CAMPUS

## Clery Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	1	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny Theft	0	0	2	0	0	0	0	0	0	0	0	0

## Hate Crimes

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0

# MILLER CAMPUS

## VAWA Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

## Arrests

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	1	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

## Referrals for Disciplinary Action

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

# SLCC MILLER CAMPUS CLERY MAP



On-Campus



Non-Campus



Public Property

# LIBRARY SQUARE CAMPUS

## Clery Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2019	2020	2021
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	2	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny Theft	0	1	0	0	0	0	3	0	0	0	0	0

## Hate Crimes

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0

# LIBRARY SQUARE CAMPUS

## VAWA Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

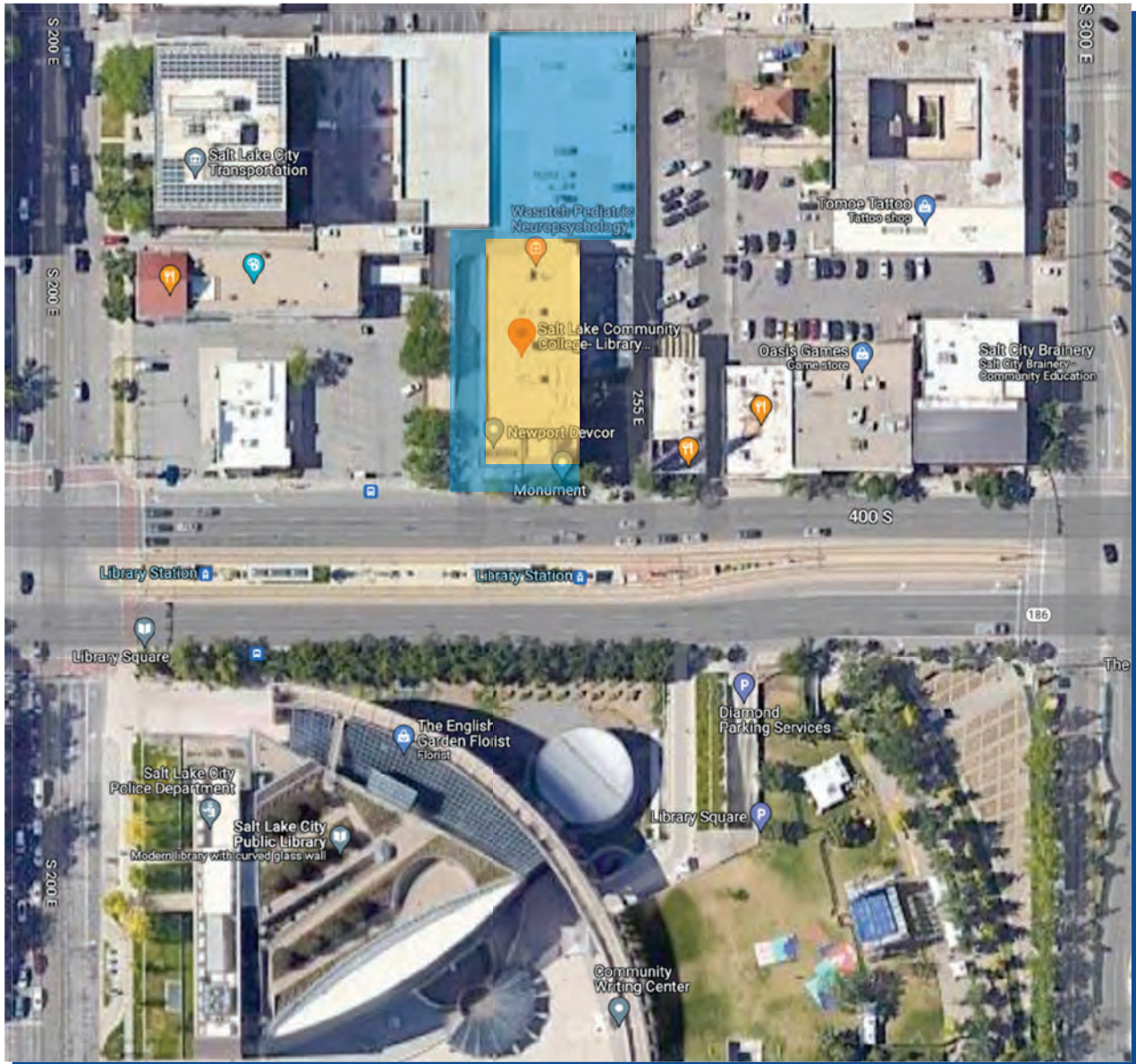
## Arrests

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	1	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

## Referrals for Disciplinary Action

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

# SLCC LIBRARY SQUARE CAMPUS CLERY MAP



On-Campus



Non-Campus



Public Property

# WESTPOINTE CENTER/AVIATION CENTER

## Clery Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny Theft	0	0	2	0	0	0	0	0	0	0	0	0

## Hate Crimes

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0

# WESTPOINTE CENTER/AVIATION CENTER

## VAWA Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

## Arrests

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0




## Referrals for Disciplinary Action

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0



# SLCC WESTPOINTE CENTER/AVIATION CENTER CLERY MAP



-  On-Campus
-  Non-Campus
-  Public Property



# WEST VALLEY CENTER

## Clery Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0	0	0	0	0	0	0

## Hate Crimes

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0

# WEST VALLEY CENTER

## VAWA Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

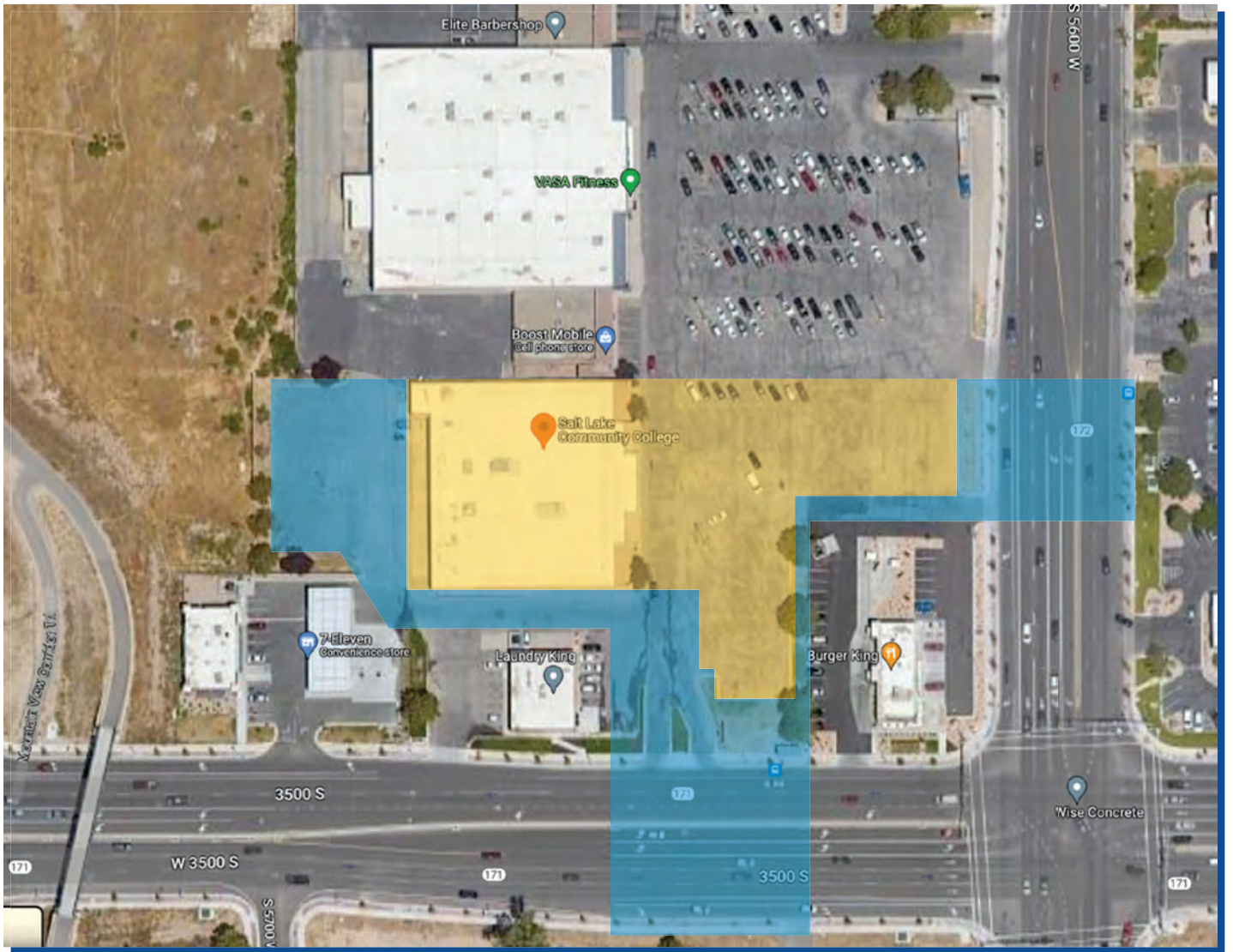
## Arrests

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	1	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	1	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

## Referrals for Disciplinary Action

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

# SLCC WEST VALLEY CENTER CLERY MAP



On-Campus



Non-Campus



Public Property

# HERRIMAN ANNEX

## Clery Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny Theft	0	0	0	0	0	0	0	0	0	0	0	0

## Hate Crimes

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Gender Identity	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
National Origin	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0

# HERRIMAN ANNEX

## VAWA Offenses

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

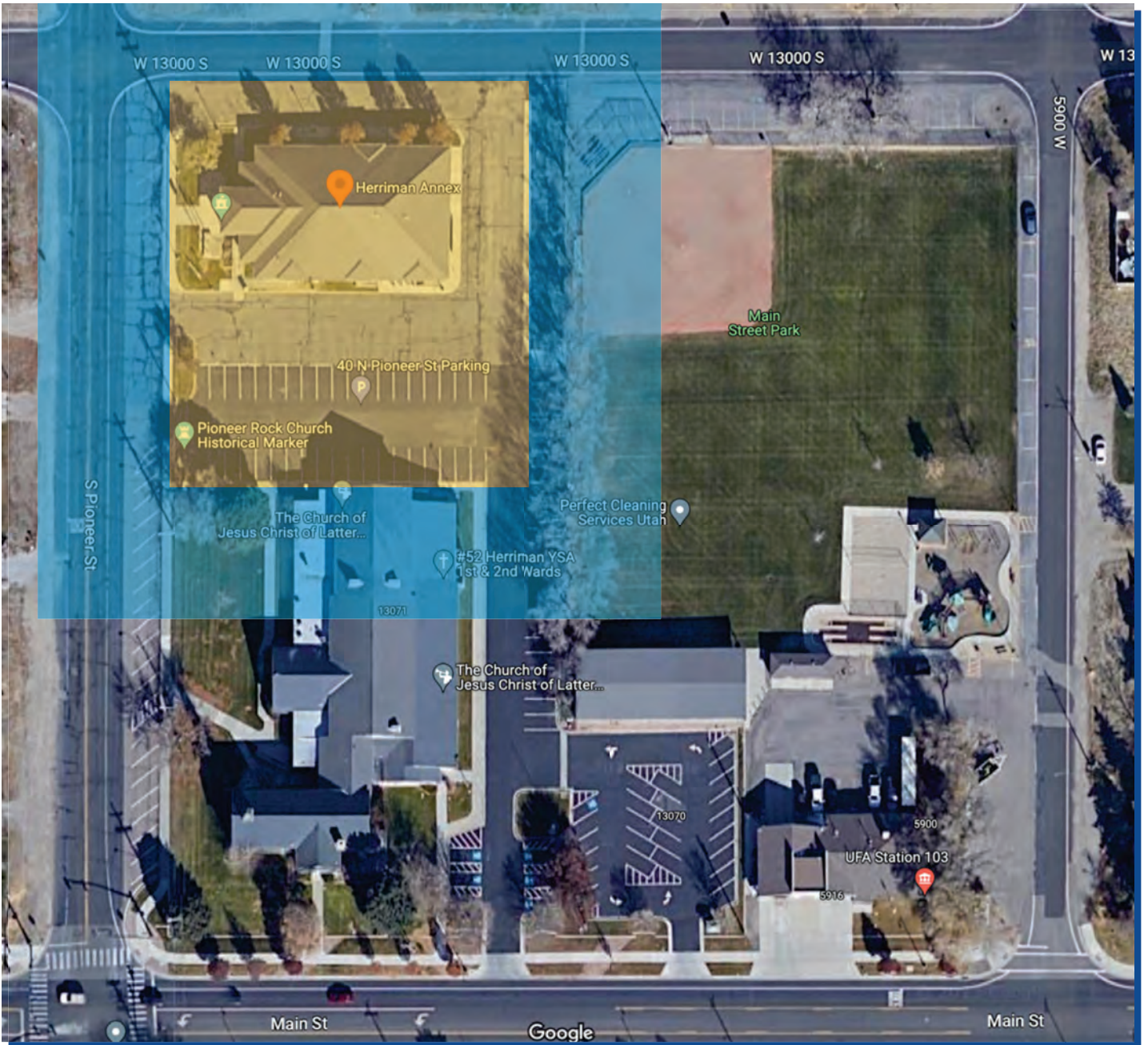
## Arrests

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

## Referrals for Disciplinary Action

	On-Campus (Includes Residence Halls)			Non-Campus			Public Property			Unfounded Crimes		
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0	0	0	0	0	0	0	0

# SLCC HERRIMAN ANNEX CLERY MAP



On-Campus



Non-Campus



Public Property

## ON-CAMPUS SERVICES RELATING TO SECURITY AND SAFETY

Numerous services are available to inform students and employees about campus and personal security procedures. The departments to contact for these programs are included below:

SERVICE	TELEPHONE	LOCATION	DEPARTMENT
<b>Emergencies Police</b>	911	Refer to Contact Information	Refer to Contact Information
<b>Parking Permits</b>	801-957-4011	GFSB (RWD)	Parking Services
<b>Safety Hazards</b>	801-957-4033 801-957-3200	GFSB Annex 103	Facilities - Redwood Facilities - South City
<b>Lost College Keys</b>	801-957-4102 801-957-3200	GFSB (RWD) Annex 103 (SCC)	Key Office Facilities
<b>Risk Management</b>	801-957-4041	AAB 211	Risk Management
<b>South Campus Information, Parking Permits</b>	801-957-3407	1-061	Student Center Courtesy Desk
<b>Health and Counseling Alcohol/Drug Prevention</b>	801-957-4268	STC 035 (RWD) JSTC 160 (JC) 1-143 (SCC)	Center for Health and Counseling
<b>Nurse Practitioner</b>	801-957-4268 801-957-3323 801-957-6290	STC090 (RWD) 1-143 (SCC) JSTC 160 (JC)	Center for Health and Counseling
<b>Life Threatening Emergencies</b>	911 (all campus lines)	Refer to Contact Information	Refer to Contact Information



# APPENDIX A: ONLINE REPORTING FORM



## Sexual Misconduct Reporting Form

You do not have to use this form to make a complaint, report wrongdoing, or receive assistance. You may contact the SLCC Public Safety Department, Dean of Students, Office of Human Resources, or the Title IX Coordinator directly.

This form is to be used to report sexual misconduct, including, sexual harassment, attempted or completed sexual violence, stalking, intimate partner or dating violence, or discrimination based on sex in a college program or activity. If you or someone you know has been the victim of any of these, you are encouraged to bring it to the attention of the Title IX Coordinator and/or other college officials.

The Title IX Coordinator is available to answer your questions about your options, processes and resources, ensure an appropriate investigation is made as well as to provide guidance and referrals. The Title IX Coordinator may contact you in response to your submission of the report.

Please fill out as much information as possible based on your knowledge of the situation. You may submit an anonymous report; however, without the contact information of the complainant and the ability to investigate further, the college may be limited in how it can respond.

### Your Information

Your name:	<input type="text"/>
Your affiliation with SLCC:	<input type="text"/>
Your phone number:	<input type="text"/>
Your email address:	<input type="text"/>
Date of incident <small>(required)</small> :	<input type="text"/>
Time of incident:	<input type="text"/>
Location of incident <small>(required)</small> :	<input type="text" value="Please select a location..."/>
Specific location:	<input type="text"/>

### Involved Persons

Name or Organization	Select Gender	Select Role	Student ID (S Number)
<input type="text"/>	Please choose...	Please choose...	<input type="text"/>
Phone number	Email address	Address	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Add another

## Narrative of Incident

Please provide a narrative description of the information that you seek to report. You may provide as much or as little information as you choose. *(Required)*

Indicate which (if any) of the following agencies have been contacted in support of those involved in this incident(s).

- Campus Safety
- Local Law Enforcement
- Human Resources
- Faculty Member
- Office/Department
- Dean of Students
- Center for Health and Counseling
- Athletics
- Student Life and Leadership
- Local Hospital
- Community Advocacy Group

## Supporting Documentation

Photos, video, email, and other supporting documents may be attached below. 1GB maximum total size.

**Attachments require time to upload, so please be patient after submitting this form.**

Choose files to upload

Choose Files

## One last step ...

**Help us prevent spam reports** by completing this captcha.

**NOTE:** If you do not see a gray box with a checkbox that says "I'm not a robot", please try a different web browser.

I'm not a robot



Email me a copy of this report

Submit report

Salt Lake  
Community  
College

The logo for Salt Lake Community College, featuring a stylized white emblem that resembles a flower or a circular design with flowing lines.

AA/EO INSTITUTION REV. 08.17.23







# Snow College Campus Safety Plan

2023-2024

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Office of Public Safety

150 College Avenue

Ephraim, UT 84627

435-283-7170



Table of Contents

A Message from Chief of Public Safety	Page 3
Safety Plan	Page 4
Safety Plan Availability	Page 4
Institutional Policies and Publications	Page 5
Snow College and Community Resources	Page 5
Rights of Victims of Sexual Misconduct	Page 6
Communicating Threats to the College Community	Page 6
Security Assistance and Reporting	Page 7
Inter-Department Coordination	Page 9
Law Enforcement Coordination	Page 10
Campus Improvement and Safety Measures	Page 10-11



## A Message from Chief Derek Walk

On behalf of Snow College and in an effort to continue making our campuses a safe place for students, staff, faculty and the college community, presented is the Campus Safety Plan. This plan will outline Campus Safety and Security initiatives for those that engage with Snow College that promote a culture of respect and safety.

The document contains information and resources if an individual is confronted with violence, harassment, or discrimination. The plan also includes safety goals, accomplishments and future planning efforts. It is published in accord with state and federal law including the Board of Regents' Policy R262 and Utah Code 53B-28-401 as enacted by Senate Bill 134 (2019). As an on-going effort to address safety, Snow College will annually review and update the plan, as needed.

We are excited to offer this information and hope it helps to make Snow College and the Campus Community a safer place.

A handwritten signature in black ink that reads 'Derek Walk'.

Chief Derek Walk

Snow College Public Safety





## Safety Plan

The Snow College Safety Plan is a reflection of the developed and implemented Safety Procedures that have been set in place. The plan provides an overview of the resources, timelines, and programming initiatives that support the safety and security of the college and its community.

## Safety Plan Availability

The Snow College Safety plan has been made available on the Public Safety [website](#), and the Snow College App. A hard copy of the plan may be printed directly from the website or requested from one of the following offices.

### *Ephraim Campus*

Public Safety Office  
Ephraim Campus  
Business Building  
(435) 283-7170

Title IX Office  
Ephraim Campus  
Noyes Building  
Room 233  
(435) 283-7257

Dean of Students Office  
Ephraim Campus  
Greenwood Student Center  
(435) 283-7320

Student Life Office  
Ephraim Campus  
Greenwood Student Center  
Room 240  
(435) 283-7121

Athletics Office  
Ephraim Campus  
Horne Activity Center  
Room 102  
(435) 283-7020

### *Richfield Campus*

Administration Office  
Richfield Campus  
Washburn Building  
Room 103a  
(435) 893-2246

Student Life Office  
Richfield Campus  
Washburn Building  
Room 150  
(435) 893-2259



## Institutional Policies and Publications

This document is also included within the [Annual Campus Security Report](#) prepared by the Snow College Department of Public Safety. The Annual Campus Security Report documents the claims of sexual misconduct, which includes sexual assault, domestic and dating violence, sexual harassment, and stalking, along with crime and fire statistics. This report is in compliance with the Jeanne Clery Disclosure of Campus Security and Police and Campus Crime Statistics Act (commonly known as the Clery Act, formerly the Campus Security Act).

Further publications and information on sexual misconduct and how to file a claim can be found on the college's Title IX website and at the Title IX office and/or the Public Safety office located on the Ephraim campus.

## Snow College and Community Resources

Snow College works collectively with several departments and community partners to provide resources that those impacted by sexual misconduct can utilize. Provided are the contact numbers for these partners:

Snow College Public Safety  
24-Hour Dispatch  
(435) 835-2345  
Business Building  
151 S Main Street  
Ephraim, UT 84627

Title IX Office  
(435) 283-7120  
Noyes Building  
Room 233  
150 College Avenue  
Ephraim, UT 84627

Counseling and Wellness Center  
(435) 283-7136  
Business Building  
Portable 2  
151 S Main Street  
Ephraim, UT 84627

Snow College Victim Advocate  
(435) 283-7191  
Business Building  
151 S Main Street  
Ephraim, UT 84627

Rape/Sexual Assault Hotline  
(888) 421-1100

New Horizons Crisis Center  
(435)896-9294  
145 East 100 North  
Richfield, UT 84701

Planned Parenthood  
(801) 226-5246

Domestic Violence Hotline  
(800) 897-5465

The Center for Women and Children in  
Crisis, Inc.  
(801) 377-5500



## Rights of Victims of Sexual Misconduct

All Snow College students, faculty, staff, and visitors who are subject to sexual misconduct have these rights:

- The right to be treated with respect by Snow College officials.
- The right to interim measures, including being separated from the alleged perpetrator while the matter is investigated, changes in housing assignments or class or on-campus work schedules, as well as accommodations with regard to your school work such as extended deadlines.
- The right, to bring a support person/advisor to accompany you during Police interviews or Title IX proceedings or any investigation interviews or hearings.
- Access to campus support resources such as counseling and public safety security escorts.
- The right to choose whether to press criminal charges.
- The right to confidentiality. Snow College honors requests for confidentiality except in certain limited circumstances. Snow College trains staff to keep reports of sexual misconduct confidential.

## Communicating Threats to the College Community

### Emergency Alert

In order to receive emergency information, students must have current phone numbers on file with the college. Students may sign up for emergency information alerts through their BadgerWeb account by following the below instructions:

1. Go to [badgerweb.snow.edu](http://badgerweb.snow.edu), click 'LOGIN' and login.
2. Choose 'Personal Information,' select 'College Emergency Alert Notification'.
3. Complete the Area Code and Phone Number with your personal cellphone number and click 'Accept'

Generally, within 24-hours a student will receive a Text Message information that they have signed up for the alert system. The College will send out a 'Test' alert bi-annually, to let students know that they are still on the alert notification system. When they transfer or graduate from Snow College, their number will be deleted from the system automatically.

### Timely Warnings

Snow College issues timely warning notices with information about certain crimes in or around our community considered by Public Safety to pose a serious or continuing threat to our college community. Timely warnings are normally based on active or on-going criminal behavior which has already placed some member of our college community in jeopardy. Information for these warnings is gathered from the local and campus police, Health Department, College administration, etc. These warnings will enable our college community members to take steps to protect themselves and/or their property. These warnings are disseminated through the Snow College Department of Public Safety when appropriate. Timely Warnings always withhold victims' names and specific addresses to protect the victims. Timely Warnings do not



# SNOW COLLEGE

contain confidential information. Timely Warnings can be issued for both Clery reportable crimes and non- Clery reportable crimes.

Dissemination options vary and include, but are not limited to, the campus announcement broadcasting system, the Snowdrift (student newspaper), campus wide e-mail, campus radio and television station, Snow College Public Safety web page, Snow College Public Safety Facebook page, and campus posters. Anyone with information that might warrant a timely warning to be sent out to our college community should report the circumstances to the Department of Public Safety by calling 435-283-7170, 435-283-7172 or 435-283-7173.

## Security Assistance and Reporting

To request assistance or report a crime on or near a campus, Snow College Public Safety officers may be reached 24-hours a day by one of the following methods:

Emergency Dispatch  
Call 9-1-1

Snow College Public Safety  
24-Hour Dispatch  
(435) 835-2345  
Business Building  
151 S Main Street  
Ephraim, UT 84627

Ephraim City

24-Hour Dispatch  
(435) 835-2345  
5 South Main Street  
Ephraim, UT 84627

Richfield City  
24-Hour Dispatch  
(435) 896-6471  
77 E Center Street  
Richfield, UT 84701

## Emergency Phones (Blue Light Phones)

These phones are located outside buildings at both the Ephraim and Richfield campuses and are toll-free direct connections to Emergency Dispatch. They can be identified due to a blue light that is on above each phone. These phones are tested annually and are in working order.

*Ephraim Campus*  
Lucy Philips Building  
Front Entrance

*Ephraim Campus*  
Social Science Building  
Front Entrance

*Ephraim Campus*  
West Campus  
In front of the USU Extension Office

*Richfield Campus*  
Washburn Building  
Front Entrance



Security Escorts may be requested and made available between the hours of 7:00pm and 1:00am in the months of September through April by calling 435-340-8021.

### [Sexual Misconduct Reporting](#)

Incidents of reporting sexual assault, harassment, stalking and/or other sex-based crimes or concerns can also be reported to:

Snow College Public Safety  
24 Hour Dispatch  
(435) 835-2345  
Business Building  
151 S Main Street  
Ephraim, UT 84627

Title IX Office  
(435) 283-7120  
Noyes Building  
Room 233  
150 College Avenue  
Ephraim, UT 84627

### [Online Reporting](#)

Online reporting of crimes, sexual misconduct, and behavioral conduct may be reported to one of the following:

Snow College Public Safety  
[Crime Report](#)

Title IX Office  
[Sexual Misconduct Report](#)  
Dean of Students Office  
[Report a Conduct Violation](#)

CARe Team  
[Individual of Concern Report](#)



## Reporting Behavior Concerns

If you are a victim of, or witness a behavior that is criminal or is causing imminent harm or danger, call 911 or Police Dispatch at (435) 835-2345 in Ephraim or (435) 893-6471 in Richfield.

If you observe or become aware of any 'red flag' behaviors listed below, complete a report by submitting an online report to the Snow College CARE Team or by contacting a team member directly. Anonymous reports are accepted, but the team may be limited in how they can respond and follow up in such cases.

The Snow College CARE Team supports the college's commitment to a tradition of excellence and quality student services by implementing a collaborative approach to conducting assessments, providing intervention resources, and sustaining a safe, healthy environment for the success of the college's students, faculty and staff.

## Red Flag Behaviors

These include but are not limited to:

- Anger issues
- Acting out disruptively
- Fascination with weapons
- Homicidal talk or ideation
- Intense interest in campus shooting events
- Known history of threatening behavior
- Non-compliance in disciplinary matters
- Paranoia
- Recent police contact
- Stalking
- Strange shift in behavior
- Threats to do harm or damage
- Unusual interest in terrorist activities
- Victim or self-martyr concept
- Violent fantasies

## Inter-Department Coordination

Key departments are represented on the CARE team including Residence Life, Public Safety, Title IX, Risk Management, Dean of Students, Disability Services, Counseling & Wellness, and Academic Affairs. The team environment creates an opportunity to discuss assisting students in a variety of challenging situations including stalking or sexual misconduct cases. Public Safety and Title IX also review Clery Act information on a yearly basis; they also work together to assist students who are seeking both a college and police remedy.



## Law Enforcement Coordination

### Local Law Enforcement

Snow College Public Safety maintains a memorandum of understanding with Ephraim City Police. We share the same report writing system which gives Snow College Public Safety the ability to be aware of crimes happening inside the city limits (on or off campus and/or student or non-student related).

Snow College Public Safety and Ephraim City Police often cooperate on solutions to problems and also provide assistance to each other both on and off campus.

Snow College Public Safety has a seat on the Sanpete County Taskforce Board. This gives Snow College access to investigative tools and man power to help in unique and major cases.

Snow College Public Safety has a seat on the LEED (Law Enforcement Executive Development) committee. This gives Snow College access to knowledge of other trends in criminal behavior in Sanpete County and surrounding towns, including the Adult Probation and Parole.

Snow College Public Safety has an effective working relationship with Richfield City Police. Richfield handles all calls for service on the Richfield Campus that are emergencies and or crimes in progress. They report any calls for service on the Richfield Campus to Snow College Public Safety.

## Campus Improvement and Safety Measures

Within the last 18 months Snow College has made improvements and promoted best practices regarding education, trainings, and awareness on both campuses. Additionally, Snow College has made on-going efforts to mark improvements in response to allegations of sexual misconduct and increased and/or improved services to victims of sexual misconduct.

### Last 18 Months

- Maintain Campus Safety training for student groups.
- Hired a campus-based Victim Advocate to work with students of crime.
- Purchased tactical equipment for officers.
- Provide Title IX investigator training.
- Provide Title IX hearing panel training.
- Partnered with other offices on sexual misconduct awareness activities.
- Offered face-to-face Title IX training for athletics groups, student leadership groups, and other specified groups.
- Posted Public Safety timely warnings made available on college app and Facebook.
- Provided BIT training certification for CARE Team members.
- Partner with local counseling center to provide first responder violence against women training.
- Maintain a Pedestrian Safety Campaign
- Worked with UDOT to get additional cross walk on College Avenue.
- Maintained Ephraim Campus nightly security personnel



## SNOW COLLEGE

- Established lethality assessment protocol for dating and domestic violence victims.
- Increased camera placement through a video coverage analysis.
- Trained police/Snow College Public Safety officers on victim advocacy.
- Trained police/Snow College Public Safety officers on sexual assault investigations.
- Increased behavioral intervention team awareness through marketing.
- Increased availability of emergency medical equipment.
- Provided club advisor safety and Title IX training.
- Established the Healthy Badgers Coalition which focuses on three key areas: mental health, substance abuse, and social isolation.
- Established a TimelyCare program to provide a round-the-clock virtual extension of the resources offered by the campus health and counseling center.
- Introduced the JED Campus program to equip our students with the necessary skills and support to develop into healthy, thriving adults.
- Launched a new alcohol education program called Alcohol101+.
- Created a peer-mentoring program called Trula, to allow students to improve their personal development, setting clear-cut goals, building their confidence, and forming connections within an engaging community.
- Two of our officers have been trained and are now trainers for active shooter response. They have and will continue to train our allied agencies in this skill.
- Increased lighting.
- 

### Upcoming 24 Months

- Create component of CARE team to review dating violence events.
- Increase CPR/first aid training to staff and facility.
- Provide bystander intervention training.
- Create on-campus TVs and social media campaigns regarding 'see something, say something' information.
- Inquire into illumination testing for campus.
- Continue to train officers in sexual assault investigations.
- Train officers in crisis intervention and autism awareness.
- Establish MOU with Richfield and Nephi police departments.
- Establish and train a group of emergency alert senders to improve emergency messaging.
- Creating a new role called, First-Year Experience Director. This person will be helping, first year students transition to life at college.
- In an effort to enhance student support systems, Snow College Student Wellness and the Six-County School District are planning to expand their coordination.





### **Campus Safety Training**

Snow College offers Campus Safety Trainings. Online training is offered to all students; In person trainings are offered to athletic teams, student body officers, student employees, and classroom experiences. Training addresses awareness and prevention of covered offenses, including information on institution and community resources for a victim of a covered offense; bystander intervention; and the importance of consent.

### **Student Organization and Campus Safety Training**

Through the Snow College Student Life Office, the College requires all college affiliated student organizations to provide campus safety training. This is a requirement for any group to maintain its charter as a college associated group. This is facilitated by offering a College-wide training session which student organizations that participate in, publicize to its members, and attend to obtain this training.





# **Campus Safety Plan**

**2023-24**

Updated: September 22, 2023

# Southern Utah University's Campus Safety Plan

## In response to Utah SB 134 and USHE Policy R262 (Embedded citations to R262-3, Student Safety)

**3.1 - Establish policies and procedures that comply with state and federal laws pertaining to sexual misconduct, discrimination and harassment, and when practicable, cooperatively establish common, system-wide definitions of terms.**

Southern Utah University has established policies and procedures that comply with state and federal laws pertaining to sexual misconduct, discrimination and harassment. The primary policies identified are SUU Policy 5.60 (<https://help.suu.edu/uploads/attachments/PP560Sexual.pdf>), SUU Policy 5.27 (<https://help.suu.edu/uploads/attachments/PP527Non-Discrimination.pdf>) and SUU Policy 5.0 (<https://www.suu.edu/policies/05/00.htmlz>).

**3.2 - Jointly develop and maintain a method to communicate with other institutions regarding students who have been disciplined for serious violations of institutional policies regarding sexual misconduct, sex discrimination and harassment, in accordance with the Family Educational Rights and Privacy Act.**

Southern Utah University will comply with the forthcoming policies developed by USHE and the Board of Regents which will outline methods for communicating with other institutions about students who have been disciplined for sexual misconduct, sex discrimination, and harassment.

**3.3 - Conduct a climate survey of students every two years. Although institutions may tailor the climate survey questions to address individual areas of concern, all institutions shall collaborate with the Commissioner's office to develop common questions for all campuses that may be used to assess the climate of the entire system and among the institutions.**

The Commissioner's Office has postponed the requirement to conduct a climate survey while the US Department of Education (ED) and US Department of Justice (DOJ) develop an "Online Survey Tool for Campus Safety." The 2022 Reauthorization of the Violence Against Women Act (VAWA) directed the Secretary of Education to "develop, design, and make available through a secure and accessible online portal, a standardized online survey tool regarding postsecondary student experiences with domestic violence, dating violence, sexual assault, sexual harassment, and stalking." (see [20 U.S.C. § 1116I-6](#)) ED and DOJ released an application for funding to develop a survey instrument on May 25, 2023 ([FY 2023 Campus Climate Survey](#)). A survey instrument will be developed in the coming months with the funding that this grant provides to the recipient that prevails in the grant selection process.

The University will administer the Healthy Minds Study in Fall 2023 which includes some data on campus safety climate. That data is available in the Office of the Vice President for Student Affairs. In addition, the University is exploring the feasibility of administering the ARC3 during Fall Semester 2023

through the Psychology Department. This data would serve as a baseline for future climate assessments once the Department of Education has finalized a survey instrument for the future.

### **3.4 - Develop and conduct training for faculty, staff, and students about the laws, policies, prevention strategies and resources regarding sexual misconduct, harassment and discrimination.**

Each fall semester the University's Center for Teaching Innovation hosts **Learning and Development Days** for the entire campus. For August 2023, four (4) mandatory fifty-minute (50 minutes) sessions were delivered by the University's Title IX Coordinator that addressed the laws, policies, prevention strategies and resources regarding sexual misconduct, harassment and discrimination. In addition, many staff had already completed the University's online educational program (Vector Solutions Safe Colleges) on preventing sexual harassment in the workplace.

SUU Students are expected to complete annual training on the Campus SaVE Act through Vector Solutions Safe Colleges. During the summer of 2023, this training was migrated to the Fall Orientation Canvas course, enabling new first-year and transfer students to complete the training as part of their orientation process.

There are also programs available to promote awareness of and help prevent rape, domestic violence, dating violence, sexual assault, and stalking. These include, but are not limited to: Counseling and Psychological Services (CAPS) and there are wellness programs that provide advocacy, education, reduction and support services through the Health & Wellness Center on campus. The University's Police Department and Canyon Creek Services (a community-based victim advocacy agency) also provide ongoing reduction and awareness campaigns, advocacy, education, and personal safety programs.

SUU's Care and Support Team (CAST), provides ongoing training, as well as a support network, for faculty and staff who are helping students cope with difficult life circumstances. A core CAST offering includes a 90 minute in-depth training on working with students who are survivors of sexual assault and relationship violence. This training was created with support from the Title IX and CAPS offices and builds on the Safe Colleges modules. This in-depth training provides campus and community specific information, along with best practices in supporting students.

### **3.5 - Coordinate with each other and the Board of Regents to comply with sex discrimination and harassment laws by supporting activities of the Board of Regents described in R262-4.**

SUU coordinates with other institutions in the State of Utah and the Board of Regents to comply with sex discrimination and harassment laws by supporting activities of the Board of Regents described in R262-4.

The Board of Regents provides opportunities for the institutions' Title IX officers to meet with each other and the Commissioner's staff annually to coordinate efforts, review changes to the law, identify

best practices, review the institutions' policies and practices, and provide opportunities for consultation.

The Board of Regents provides training opportunities for Title IX officers and other individuals at the institutions who investigate alleged violations of the institutions' sexual misconduct, discrimination and harassment policies. The training shall cover areas required by law and other best practices.

SUU intends to comply, cooperate, and participate in and with all opportunities, trainings, meetings, coordination, review, memorandum, and consultations, etc. that arise in response to R262-4 - Responsibilities of the Board of Regents.

### **3.6 - Develop campus safety plans that includes the following minimum elements:**

#### **3.6.1 - Instructions on where an individual can locate the institution's policies and publications related to claims of sexual misconduct, which includes sexual assault, domestic and dating violence, sexual harassment, and stalking.**

Individuals can locate SUU's institutional policies and publications related to claims of sexual misconduct, which includes sexual assault, domestic and dating violence, sexual harassment, and stalking through several locations including: the Title IX webpage (<https://www.suu.edu/titleix/>), the annual ASR (<https://www.suu.edu/clery/>), SUU Policy 5.60 (<https://help.suu.edu/uploads/attachments/PP560Sexual.pdf>) and SUU Policy 5.27 (<https://help.suu.edu/uploads/attachments/PP527Non-Discrimination.pdf>).

#### **3.6.2 - Institution and community resources for a victim of sexual misconduct.**

SUU provides a list of campus and community resources for victims of sexual misconduct. Resources for students who have experienced sexualized violence:

##### **On-Campus Resources:**

##### **Title IX - If you are in immediate danger, call 911**

SUU is committed to maintaining an educational and working environment free from discrimination and harassment, including providing an environment in which no student, faculty or staff member is excluded from participation in or denied the benefits of its programs and activities as a result of one's gender. The university has an obligation to take immediate and effective steps to eliminate discrimination (including gender discrimination and sexual misconduct), prevent its recurrence, and remedy its effects. At SUU, we aim to reduce the occurrence of sexual misconduct on campus by creating a community that does not tolerate this behavior.

- University Campus Services Building, room 101
- Call: 435-586-5419;
- title9@suu.edu

**SUU Campus Police** - The SUU Police play a significant role in campus safety. They patrol the campus and work with local area law enforcement to make our campus safe.

- Call: 435-586-1911

**CAPS - SUU Counseling and Psychological Services** - Free and confidential counseling for SUU students. CAPS counselors obtain on-going training and supervision for working with issues of sexual assault, relationship violence, harrasment, and stalking. Clinical services are offered for these specific concerns and include; crisis counseling, coordination with community resources, trauma informed individual counseling, and group counseling for survivors.

- Bennion Building, room 212
- Call: 435-865-8621

**Health & Wellness Center** - The SUU Health & Wellness Center improves student success by promoting holistic health and well-being of students through comprehensive, programming, peer-to-peer support, and preventative education.

- Call: 435-865-8435

### **Community Resources:**

**Canyon Creek Services** – provides free and strictly confidential services to any victim of domestic violence as well as sexual assault.

- Call: 435-233-5732 (all genders)
- Call: 435-865-7443 for safe house information (women/children)
  - 24-Hour Emergency Safe House
  - 24-Hour Mobile Crisis Team
    - 24-hour on-scene or hospital response
    - 24-hour support and information hotline
    - Assistance with filling out protective orders and stalking injunctions
    - Court support & advocacy
    - Ongoing case management & aftercare support
    - Weekly support groups
    - Referrals to appropriate community agencies

### **Cedar City Hospital**

- 1303 N Main St., Cedar City, UT, 84721
- Call: 435-868-5000
  - After a rape, it is a good idea to be examined for injuries, which you may be unaware you have. Also, a good idea to get tested for sexually transmitted infections (STI).
  - Consider emergency contraception, i.e., “the morning after pill.”
  - Consider having a “rape kit” done. This is a forensic exam, also called a CODE-R, performed by a specially-trained nurse called a SANE nurse.
  - You can decide later whether or not to press charges and have the rape kit used as evidence.

### **Planned Parenthood**

- 595 South Bluff Street Suite 1, St. George, UT 84770
- 435-674-9933

### **Other Resources:**

#### **Jaden Thomas - Cedar City Police Victim Advocate Supervisor:**

- 435-590-1413
- tjaden@cedarcity.org

#### **Iron County Crime Victims Services:**

- 435-865-5318
- LLEE@ironcounty.net

#### **Utah Domestic Violence Hotline:**

- Call: 1-800-897-LINK (5465)

#### **National Sexual Assault Lines:**

- Chat: rainn.org
- Call: 1-800-656-HOPE (4673)

**RAINN:** rainn.org

**Pandora's Project:** pandys.org

#### **ULifeline (24/7) – Your online resource for college mental health**

- Text "START" to 741-741
- Call: 1-800-273-TALK (1-800-273-8255)

#### **The Trevor Project – Crisis intervention & suicide prevention for LGBTQ+ youth**

- Trevor Lifeline (24/7) – Call: 1-866-4-U-TREVOR (1-866-488-7386)
- TrevorChat – Available 7 days a week 1:00-7:00 p.m. MT: thetrevorproject.org
- TrevorText – Text "Trevor" to 1-202-304-1200. Available on Thursdays and Fridays between 2:00pm - 6:00pm MT.

#### **Veterans' Suicide Prevention Lifeline (24/7):**

- Call: 1-800-273-TALK (1-800-273-8255), press 1
- Text: 838-255

Institutional and community resources for a victim of sexual misconduct can also be located in several locations including: the Title IX webpage (<https://www.suu.edu/titleix/>), the annual ASR (<https://www.suu.edu/clery/>), Canyon Creek Services ([www.CanyonCreekServices.org](http://www.CanyonCreekServices.org)), and Jaden Thomas, Victim Advocate Supervisor for Cedar City Police Department.

**3.6.3 - The rights of a victim of a sexual misconduct, including the measures the institution takes to ensure, unless otherwise provided by law, victim confidentiality throughout all steps in the reporting and response to a covered offense.**



SUU provides for confidentiality throughout the Title IX process. The University is committed to protecting the privacy of complainants and respondents and any party involved in a sexual misconduct report or process to the extent allowed by the Utah Government Records and Management Act (GRAMA), the federal Family Educational Rights and Privacy Act (FERPA), the federal Health Information Portability and Accountability Act (HIPAA), and other applicable laws.

The University shall make reasonable efforts to protect the privacy of those involved in reported incidents, including sharing information only with those who have a "need to know" due to their responsibility to eliminate the reported conduct, prevent its recurrence, and/or address its effects. In determining whether to honor a complainant's request to maintain his or her privacy, the University shall consider the facts and circumstances and the safety of the university community in accordance with applicable law. However, requests for anonymity may limit the University's ability to investigate or respond in a more targeted way, such as offering reasonably available interim protective measures or modifications to the complainant.

When the University agrees to honor a complainant's request to maintain his or her privacy and/or not conduct further investigation, the matter shall be considered resolved, with the University taking appropriate steps and protective measures or modifications. The University recognizes that a complainant may initially be hesitant to move forward, but later seek an investigation. Where a report was closed because the University agreed to the complainant's request to maintain his or her privacy and/or not conduct further investigation, the matter may later be reopened at the discretion of the Title IX Coordinator or designated deputy coordinator based on such factors as complainant request and/or concerns about safety to the university community. The passage of time and the memory/availability of witnesses may limit the University's ability to investigate at a later date. The rights of a victim of a sexual misconduct, including the measures the institution takes to ensure, unless otherwise provided by law, victim confidentiality throughout all steps in the reporting and response to a covered offense can be found on the Title IX webpage (<https://www.suu.edu/titleix/>), and SUU's Sexual Misconduct Policy 5.60 (<https://help.suu.edu/uploads/attachments/PP560Sexual.pdf>).

#### **3.6.4 - How the institution informs the campus community of a crime that presents a threat to the campus community.**

It is the responsibility of the University's Chief of Police and/or Clery Compliance Officer to determine the University's response to an incident when it affects or has the potential to affect the larger campus community (beyond those in the immediate vicinity of the event) and to activate, if appropriate, notification protocols. In compliance with the Higher Education Act of 1965 as amended, the University has implemented a comprehensive emergency notification system. This system consists of several notification technologies to include, text messaging, outdoor sirens, voice over internet telephones (VOIP), email, pop up messages on computer screens and fire alarms. These varied systems allow the prompt disclosure of information about crimes on and/or near the campus that may pose a serious or continuing threat to the University community (Timely Warning) or upon confirmation of a significant emergency or dangerous situation occurring on the campus that involves an immediate threat to the health or safety of students or employees (Emergency Notification). All students, faculty and staff are encouraged to sign up to receive emergency notification text messages by following these steps: 1)

sign in to your SUU Portal, 2) click on the drop down option next to your name in the upper right corner, 3) click on mobile setup, 4) enter your phone number to receive text notifications.

Evacuation procedures will vary depending on the type of incident. Floor marshals in each building will assist first responders in moving occupants to a safe location. Occupants should move to the closest safe exit when they are not directed to a particular location. On campus residence halls will be secured in the event of an emergency or dangerous situation. Students and employees in the residence buildings will be directed to a secure location. It is encouraged that residents review the emergency evacuation/procedures posted in each building.

On at least an biannual basis, the University will test the emergency response and evacuation procedures. The tests may be announced or unannounced. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. The University will publicize its emergency response and evacuation procedures in conjunction with this test, and will document, for each test, a description of the exercise, the date and time of the exercise, and whether the exercise was announced or unannounced.

Facebook and Twitter have been added as resources in communicating to the community in emergencies and daily reports. Safety tips are sent out on those platforms as well.

In the event a situation arises, either on or off campus, that in the judgment of University Police constitutes a serious or continuing threat, a campus-wide “timely warning” will be issued. This timely warning will be issued using the emergency notification systems outlined above. Evacuation of campus or affected buildings would be determined on a case-by-case situation. In addition, flyers may also be posted on the building doors of the affected community (ies).

The amount of information provided will be determined, in part, by the possible risk of compromising law enforcement; however, the risk to law enforcement will not preclude the larger responsibility the University Police department has to ensure the safety of its constituents.

In addition to the University’s Emergency Notification System, instructions on how to respond to various emergency situations are posted in every classroom and meeting room on campus. They include basic and preventative action that should be taken, if and when possible. This information is also available online at [www.suu.edu/ad/em](http://www.suu.edu/ad/em). The website provides information on various topics including, but not limited to, emergency management, emergency preparedness, natural disasters, hazardous incidents, medical injuries, hostile intruders, bomb threats, utility outages, fire safety, and evacuation.

When an event is planned or localized, the Chief will alert the University President and/or the appropriate member of the President’s Cabinet in the absence of the President. The Vice President for Operations will notify the University’s President of the current or potential emergency conditions and if necessary, set up an Emergency Coordination Center (ECC) and convene the Crisis Policy Group as per the University Emergency Operations Plan. The President will be advised on areas of concern and vulnerability and provided with a recommended plan of action to address these concerns.

In the absence of the University President, the chain of command is as follows:

1. Vice President for Operations
2. Vice President for Student Affairs
3. University Provost

### **3.6.5 - Availability, locations, and methods for requesting assistance of security personnel on the institution's campus.**

To provide a safe campus community, the SUU Police Department has uniformed officers on patrol twenty-four hours a day, seven days a week. Unarmed student guards work closely with our full-time officers patrolling University campus/property and responding to security needs.

Any criminal offense or suspected criminal activity should be reported directly to the University Police by telephone, in person at the SUU Police Office (36 N 300 W, Cedar City), by email ([police@suu.edu](mailto:police@suu.edu)) or by using one of the fourteen emergency blue light telephones located throughout campus. (A map of the emergency blue light telephones on campus is included at the end of this document). Campus elevators are also equipped with emergency phones. How contact is made should be determined, in part, by the nature of the incident.

To contact the University Police from an off campus phone, please call 435-586-1911. When a call is received, on-duty officers are contacted directly and dispatched as necessary.

University Police will respond as quickly as possible to any request for assistance. Response time is based on current activity and severity of the call. Crimes in progress, alarms, traffic accidents with injuries and medical assists have higher priority than other types of calls.

Safe passage escort services are also offered by University Police. An escort by a police officer can be provided upon request, seven days a week to students, staff, faculty, and visitors by calling 435-586-1911.

We cannot overemphasize the importance of prompt and accurate crime reports, no matter when it occurs. If a crime is not promptly reported, evidence can be destroyed or the potential to apprehend the suspect minimized by the delay. Without timely and accurate reports, leads could be overlooked and investigations misguided. If you witness a crime or emergency, *promptly* report it to University Police and be prepared to answer questions as accurately as you can. The subsequent investigation can only be as thorough as the information received. If you are the victim of a crime, have seen or received information of criminal activity or witnessed an emergency situation, please contact University Police immediately.

The university and SUUPD will assist and respond appropriately to all reports, however, it is important to remember that all members of the university community must assume responsibility for their own personal safety and the security of their personal property. Tips on personal safety tactics are provided in the crime prevention section of this security report.

#### **REPORTING CRIMINAL OFFENSES TO UNIVERSITY OFFICIALS:**

Faculty, staff and students are encouraged to report any criminal offenses on campus directly to University Police. In an emergency (police, fire or medical), call 911 or activate one of the blue light

phones located throughout campus. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the University’s residential facilities should be reported to the police department.

In addition, you may report crimes to the following individuals/offices:

- Vice President of Operations..... 435-865-7786
- Vice President for Student Affairs or Dean of Students ..... 435-586-7710
- Department of Human Resources ..... 435-865-8572
- Campus Security Authorities (CSA)
- Title IX Office ..... 435-586-5419
- Director/University Housing ..... 435-586-7966
- Counseling and Psychological Services ..... 435-865-8621
- Office of Enterprise Risk Management ..... 435-586-7901
- University Emergency Manager ..... 435-865-8141

If you wish to speak to a police officer or report a non-emergency call (435)586-1911.

University staff and faculty are also available to assist any person on campus with contacting SUU Police or security personnel.

All university responsible employees and CSAs, with the exception of licensed mental health counselors or members of the clergy who are working within the scope of their license or religious assignment, are required to report all incidents of sexual misconduct to the Title IX Coordinator.

If you are the victim of a crime and do not want to pursue action within the University System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Chief or a designee can file a report on the details of the incident without revealing your identity. Crimes can also be reported anonymously through the department web page at: <https://www.suu.edu/police/reporting-crime.html>.

The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Federal legislation requires the inclusion of certain crimes, to include allegations of crimes made “*in good faith*” in the University’s annual statistical report.

For off-campus offenses, we encourage prompt reporting to the Cedar City Police Department, the Iron County Sheriff’s Office, the Utah Highway Patrol, or other local law enforcement agencies.

**3.6.6 - Guidance on how a student may contact law enforcement for incidents that occur off campus.**

Students wishing to report an incident that occurred off campus may contact Cedar Communications/Public Safety Dispatch. The Cedar Communications Center is the Public Safety Answering Point (PSAP) for Iron County and portions of northern Washington County; which include New Harmony and Enterprise. The center provides dispatch services for all of law enforcement, fire and

ems within Iron County. Agencies served include Iron County Sheriff's Office, Cedar City Police Dept., Enoch City Police, Parowan City Police Dept., Brian Head Public Safety, and Southern Utah University Police Dept. The center also provides dispatch services for UHP, DWR, AP&P and other state agencies within Iron, Beaver, Washington Counties as well as Arizona DPS through the Arizona Gorge. In total, Cedar Communications provides dispatch services for 21 Law Enforcement agencies, 10 Fire Departments and 2 Ambulance Services.

- For non-emergencies, the 24 hour telephone number for Cedar Communications is 435-586-9445.
- For emergencies, call 911.

Included below is the contact information for each local law enforcement agency:

- **Cedar City Police Department**
  - 10 N Main St., Cedar City, UT 84720
  - 435-586-2956 Main Business (Front Desk)
  - 435-586-2955 After Hours/Weekends
- **Iron County Sheriff's Office**
  - 2132 N Main St., Cedar City, UT 84721
  - 435-867-7500
- **Utah Highway Patrol**
  - 181 D.L. Sargent Dr., Cedar City, UT 84721
  - 435-865-1970
- **Enoch Police Department**
  - 900 E Midvalley Rd., Enoch, UT 84721
  - 435-586-1119
- **Parowan Police Department**
  - 35 E 100 N, Parowan, UT 84761
  - 435-586-9445
- **Brian Head Public Safety**
  - 435-677-2043 Non-emergency dispatch
  - 435-677-9924 Office only

Students are encouraged to report crimes, especially of a sexual nature, to law enforcement. The University Police Department Officers offer information and guidance to victims when they file a report. If students choose to report the incident, a University Police Department Officer will take a statement from the student regarding what happened. The officer will ask the student to describe the assailant(s) and may ask questions about the scene of the crime, any witnesses, and what happened before and after the incident. Students may have a support person with them during the interview.

NOTE: Reporting an incident is a separate step from choosing to prosecute.

When students file a report, they are NOT obligated to continue with legal proceedings or University disciplinary action. If the assault occurred off campus, report the incident to the appropriate law

enforcement jurisdiction. The University Police Department will assist individuals who are unsure how and where to report the crime.

The reasons for reporting to the University Police Department are: to take action which may prevent further victimization, including issuing a Safety and Security Alert to warn the University community of an impending threat to their safety, to apprehend the assailant; to seek justice for the wrong that has been done to you, and to have the incident recorded for purposes of reporting statistics about incidents that occurred on campus.

Individuals may also consider reporting a sexual violence, domestic violence, dating violence, stalking, or harassment incident to the Director of Equal Opportunity/Title IX Coordinator, who can provide assistance in addressing the incident through consultation, administrative review, and/or investigation. The Title IX Coordinator's Office is located in the University Campus Services Building, Room 101 (435-586-5419).

Both formal and informal grievance procedures are available under University Policy 5.60. This policy can be found at: (<https://help.suu.edu/uploads/attachments/PP560Sexual.pdf>). Guidance on how a student may contact law enforcement for incidents that occur off campus is offered in both the Title IX webpage (<https://www.suu.edu/titleix/>) and SUU's ASR (<https://www.suu.edu/clery/>).

**3.6.7 - A description of the efforts that the institution made in the preceding 18 months and expects to make in the upcoming 24 months to improve campus safety measures, including efforts to improve the institution's response to allegations of sexual misconduct and increased and/or improved services to victims of sexual misconduct.**

SUU continues to evaluate and make efforts to improve campus safety, including efforts to improve the institution's response to allegations of sexual misconduct and increased and/or improved services to victims of sexual misconduct.

**PAST 18 Months:**

The following are efforts SUU has engaged preceding 18 months and expects to make in the upcoming 24 months to improve campus safety.

- Regular review of the Minor's on Campus policy; an audit of practices related to hosting minor's on campus was completed during the 2022-2023 school year.
- Regular review and updates for the Campus Safety website (<https://www.suu.edu/safety/>), to ensure accurate information is immediately available to members of the SUU community.
- Campus Safety Walk
- Facilities improvements
  - Campus lighting
  - Sidewalk improvements
  - Aviation hangars security enhancements
  - Increased security cameras

- Realigned Emergency Management, Facilities Management, Risk Management, and University Police Department under the Vice President of Operations to provide leadership on developing and implementing a comprehensive approach to campus safety and emergency planning for the institution.
- Revision of the University Emergency Operations Plan (in progress)

#### Response to sexual misconduct

- Title IX Coordination Team is a group of individuals across campus to convene weekly to discuss Title IX matters and develop resources around sexualized violence.
- Hired a new Civil Rights Investigator in October 2021 to investigate sexual misconduct claims.
- Hired a new Intake Coordinator and Case Manager in August 2023 to increase support for individuals working with the Office of Equal Opportunity on complaints of sexual misconduct.
- Officer training on conducting Lethality Assessments; University administrators met with the Lieutenant Governor to discuss additional strategies and resources for addressing intimate partner violence in August 2023.
- New brochures, fliers, and advertisements to inform and educate the campus community about sexualized violence. Disseminated across campus.
- The Health & Wellness Center has offered meetings with a victim advocate on Tuesdays from 1 to 5 PM during the Spring 2023 semester with plans to continue in perpetuity.
- Campus events and programming:
  - QPR Suicide Prevention Trainings
  - Suicide Prevention & Awareness Programs
  - Connection Events
  - Domestic Violence Prevention Programming
  - Substance Misuse Tabling
  - Drug Take Back Days
  - Anxiety & Depression Trainings
  - Sex Education
  - Narcan/Naloxone Training
  - All Inclusive Sex Ed
  - Alcohol Tobacco and Other Drugs Tabling
  - Opioids Training
  - Sexualized Violence Prevention & Awareness Programming
  - Supporting & Responding to Survivors of Violence Programming
  - Consent Programming
  - Healthy Relationships & Consent Trainings
  - Sexual Assault Awareness Week, April 2023
- Drop in trainings on Healthy Relationships and Consent
- University Police trained their officers on the Lethality Assessment Program (LAP). The LAP seeks to be a bridge between victims who officers encounter in the field and services that are life-saving, and that victims may not have otherwise reached out for on their own. The LAP offers officers a clear, evidence-based assessment tool, the Lethality Screen, to identify victims

of intimate partner violence who are in danger of homicide. The Lethality Screen offers a “common language” to be able to communicate with a victim’s danger level across departments and systems, including the domestic violence service program (DVSP).

### **FUTURE - 24 Months:**

- Administer a campus climate survey using ARC3 or an instrument developed by the Federal Department of Education to determine how students experience the University’s campus environment with regard to exposure to and prevalence of sexual misconduct.
- Hire a new Title IX Coordinator and Director of Equal Opportunity has the current Title IX Coordinator transitions to a new role on campus.
- Continue to train Title IX professionals through USHE trainings and industry-provided (ATIXA, law firms, etc.) professional development.
- Revise and renew the Memorandum of Understanding between SUU and Canyon Creek Services (CCS) the Iron County victim advocacy agency.
- Update and implement a new version of Policy 5.60 that aligns with the final version of proposed regulations pursuant to Title IX. USHE Title IX Coordinators have created a draft model policy that can be used to guide this process and SUU professional staff have participated in the working group that has created the draft model policy.
- Invite the State’s director of sexual assault nurse examination programs to speak on new research emerging for data collected as part of the program.
- Collaborate with the University’s PsyD program to pilot and study the implementation of STARRSA program at SUU.

### **3.6.8. - A description of coordination and communication between institution resources and organizations, including campus law enforcement.**

- The SUU Behavioral Assessment Team (BAT) was designed to support the University’s effort to prevent harm by identifying and mitigating future risks presented to our campus.
  - BAT information is available at <https://www.suu.edu/deanofstudents/bat/>
- University Police, Dean of Students, and University Housing professional staff meet weekly to discuss student safety concerns.
- There is frequent coordination and communication between the Title IX Office and SUU Police.
- SUU Police maintains a working relationship with the office of Counseling and Psychological Services.

### **3.6.9. - A description of the institution’s coordination with local law enforcement or community resources, including coordination related to a student’s safety at an off-campus location.**

- An MOU is being revised with Canyon Creek Services to provide additional coordination and communication between our entities to improve resources for victims of sexualized violence.
- Members of the SUU community (Title IX Coordinator/SUUPD) participate quarterly with the Iron County Sexual and Domestic Violence Coalition. The Coalition engages the local community in collaboration to raise awareness and prevention of sexual violence, domestic violence, dating



violence, and stalking. Additional educational opportunities and resources are provided to the SUU community from this partnership.

- The Southern Utah University Police Chief meets monthly with local law enforcement administrators (LEA Taskforce).
- SUU Police attends a monthly meeting with the Children's Justice Center. Agencies are able to discuss best practices and collaborate case information and trends involving juveniles.
- SUU Chief of Police meets monthly with Canyon Creek Services team
- SUUPD maintains verbal mutual aid agreements with other local, state, and federal law enforcement agencies as per Utah Code Annotated 76-8-707. This relationship allows SUUPD to coordinate investigative efforts, share information, and call upon these other agencies in the event an incident arises in which outside resources are required. SUUPD works in collaboration with local law enforcement for crimes reported during SUU programs, services, and activities that occur on non-campus locations. SUUPD also maintains access to multiple databases containing local and nation-wide criminal history data, police reports, vehicle and driver information, and other state and federal law enforcement information.
- SUU Chief of Police serves on the County Emergency Management Taskforce
- Law Enforcement Agencies- See section 3.6.6.

### **3.6.10. - How the institution requires a student organization to provide the campus safety training as required by Utah Code Section 53B-28-301(5).**

The Dean of Students Office (DOS) works with various campus entities including the Student Involvement and Leadership office, the Health and Wellness Center, and the Title IX office to provide student organizations and campus departments an array of educational topics on campus safety intended for student, staff, and faculty development. These trainings address sexual consent, awareness and prevention, and provide information on institution and community resources for victims of sexual assault, domestic violence, dating violence, and stalking. The office in the past two years has provided the following programs on campus safety:

- New Student and Transfer Student Orientation on Student Code of Conduct
- International Student Orientation on Student Code of Conduct
- Greek Life Presentations on Title IX, Student Code of Conduct, and Bystander Intervention
- Athlete Orientation on Student Code of Conduct and Title IX (all sports)
- Clubs and Organization President's Training
- Southern Utah University Student Association Training
- Assistant Coaches for Excellence Student Leader Training
- Center for Diversity and Inclusion Student Leader Training
- Bias and Intervention Response Training for University Colleges and Academic Department

Looking forward the Health and Wellness Center will be providing additional outreach and presentations to the campus community through our "Don't Cancel that Class" program initiative. This initiative encourages faculty to reach out to the Health and Wellness Center to provide training during class as an alternative to canceling class. The Health and Wellness Center will also be taking the lead in our Bystander and additional Consent trainings.

The Student Involvement and Leadership office plans to mandate specific campus safety trainings for registered clubs and organizations which include, fraternities and sororities, as well as student leaders involved with campus programming and student government. These trainings will be implemented on a semester basis to ensure the education of all student leaders. Trainings will occur at retreats, the club presidents training, and partnering with the United Greek Council for fraternity and sorority members.



**BLUE LIGHT MAP**

Date: 7/1/2023  
 Scale: NTS

Southern Utah University assumes no liability for the accuracy of this map. Intent is for viewing purposes only.

**SUU** SOUTHERN UTAH UNIVERSITY  
 FACILITIES MANAGEMENT

351 WEST UNIVERSITY BOULEVARD  
 CEDAR CITY, UTAH 84720  
 phone: (435) 865-8735  
 fax: (435) 586-5482



# Health and Safety Plan

Includes Emergency Action Plan



**SOUTHWEST TECH**  
SOUTHWEST TECHNICAL COLLEGE

435.586.2899  
[www.stech.edu](http://www.stech.edu)

Version 17.0

Contents

1. Health and Safety Statement..... 4

2. Definitions..... 5

3. General Health and Safety..... 5

    3.1 General Response to an Emergency ..... 5

    3.2 CPR/First Aid Certified Personnel ..... 6

    3.3 Emergency Phone #'s ..... 6

    3.4 Persons with Disabilities ..... 7

4. Safety and Security on Campus..... 8

    4.1 Criminal Activity..... 8

    4.2 Timely Warning ..... 9

    4.3 Safety Concerns..... 9

    4.4 Dangerous Weapons / Firearms..... 10

        4.4.1 Firearms & Weapons Frequently Asked Questions..... 10

        4.4.2 Employee or student who is aware of a weapon illegally brought on campus: ..... 11

        4.4.3 Administration, Faculty and Staff Responsibilities:..... 11

    4.5 Unauthorized Persons / Trespassing..... 12

        4.5.1 If an Unauthorized Person or Trespasser is located on STECH property:..... 12

        4.5.2 If the Unauthorized Person refuses to leave: ..... 13

    4.6 Sexual Misconduct: ..... 13

5. Crisis Resources..... 14

    5.1 SafeUT..... 14

    5.2 TrulaCampus..... 14

    5.3 Jed Foundation ..... 15

    5.4 Other Mental Health and Wellness Resources ..... 15

6. Incident Reporting and Investigation..... 16

    6.1 Reporting..... 16

    6.2 Investigation ..... 17

    6.3 Safety Committee Review ..... 17

    6.4 Accident Reporting and Coverage Information ..... 18

7. Emergency Action Plan ..... 21

7.1 Alerting .....	21
7.2 General Evacuation .....	21
7.2.1 General Evacuation Procedures .....	21
7.3 Lockdown Procedures .....	22
7.3.1 HOLD.....	24
7.3.2 SECURE .....	25
7.3.3 LOCKDOWN .....	26
7.3.4 EVACUATE.....	27
7.3.5 SHELTER .....	28
7.4 Active Assailant .....	29
7.4.1 How to respond when an active assailant is in your vicinity.....	29
7.4.2 How to respond when law enforcement arrives.....	30
7.5 Fire Emergencies .....	31
7.5.1 When a fire is observed, remember the following: .....	31
7.5.2 Fire Extinguisher Use .....	31
7.5.3 Fire Extinguisher Types.....	31
7.6 Explosion.....	32
7.7 Earthquake .....	33
7.7.1 During an Earthquake.....	33
7.7.2 After an Earthquake .....	34
7.8 Bomb Threat .....	34
7.8.1 Upon Receiving a Bomb Threat .....	34
7.8.2 Evacuation.....	35
7.9 Suspicious Mail.....	35
7.9.1 How to Recognize Suspicious Packages and Mail.....	35
7.9.2 Procedures for Handling Suspicious Packages or Mail.....	36
7.10 Hostage Situation .....	36
7.11 Suicide/Suicide Attempt.....	37
7.12 Serious Injury or Death .....	38
7.13 Civil and Student Unrest.....	38
7.13.1 Civil Unrest .....	38

7.13.2 Student Unrest .....	38
7.13.3 Student Fights.....	39
7.14 Severe Weather.....	39
7.14.1 General Precautions.....	39
7.14.2 Campus Closures.....	40
7.15 Power Outage.....	40
8. Additional Safety Programs & Information.....	41
Appendix A. HP&T 1 <sup>st</sup> Floor Fire Safety Map.....	43
Appendix B. HP&T 2 <sup>nd</sup> Floor Fire Safety Map.....	44
Appendix C. HP&T 1 <sup>st</sup> Floor Life Safety Map.....	45
Appendix D. HP&T 2 <sup>nd</sup> Floor Fire Safety Map.....	46
Appendix E. A&T Fire Safety Map.....	47
Appendix F. A&T Life Safety Map.....	48
Appendix G. Kane County Fire & Life Safety Map.....	49

# 1. Health and Safety Statement

Southwest Technical College (STECH) will maintain a written Health and Safety Plan for assuring the health and safety of the institution's students, employees, and guests by providing guidelines for emergency readiness. The plan will include procedures for reporting and investigating incidents affecting the health and safety of the institution's constituents.

The STECH Health and Safety Plan aims to ensure that the Mission, Vision and Guiding Principles of STECH are achieved by providing a healthy and safe learning and working environment. The principles and procedures contained within the Health and Safety Plan are undertaken in accordance with relevant State and Federal laws, governmental agency regulations, and institutional policies.

The Health and Safety Plan, which includes the [Emergency Action Plan](#), has been developed to address the most common emergencies that may arise. Sound judgment and common sense should be applied in situations for which specific procedures are not provided. All employees are responsible for understanding the plan and implementing the appropriate procedures in event of an emergency.

The plan is reviewed at least annually by the STECH Safety Committee.

Questions should be directed to the Southwest Technical College Safety and Emergency Management Specialist at (435) 586-3938.



## 2. Definitions

The following definitions shall apply in reference to the STECH Health and Safety Plan and any additional safety programs:

- Employee: Any individual, whether full-time, part-time or adjunct, employed by STECH.
- Administration: STECH Employees designated as College President, Vice Presidents, and Directors.
- Faculty / Faculty Member: Teachers and Instructors employed by STECH who are responsible for the education and daily instruction of STECH students.
- Staff / Staff Member: Employees of STECH who are assigned to one of the support roles throughout the college, and are not responsible for the education and daily instruction of STECH students.
- Student(s): Any individual currently enrolled in an educational program at STECH.
- Secondary Student(s): Any individual currently enrolled in an educational program at STECH as part of their regular high school curriculum.
- Adult Student(s): Any individual currently enrolled in an educational program at STECH who is NOT a high school student currently enrolled with one of the participating school districts.

## 3. General Health and Safety

### 3.1 General Response to an Emergency

- Call 911 and notify the nearest faculty member, staff member, or administrator in the building.
- Notify Iron County School District and/or Kane County School District of all major emergencies. (ICSD will initiate their phone tree)
- If the emergency is located at the Cedar City Campus and is medical in nature, notify First Aid/CPR certified personnel (see [First Aid/CPR list](#)).
- Automated External Defibrillators (AEDs) and bleeding control kits are located in all STECH buildings. (See STECH Life Safety Maps)
- Take charge of area(s) until the incident is contained, or relieved by administration or authorities having jurisdiction.
- Preserve evidence if safe to do so.
- Document the emergency using the STECH Incident Report form if necessary once the incident is resolved.

### 3.2 CPR/First Aid Certified Personnel

In addition to calling 911, the following STECH personnel may be called in the event of a medical emergency occurring at the Cedar City Campus:

- Adam Scott ext. 3976
- Charlie Gray ext. 3953
- Cory Estes ext. 3938
- Gail Goodman ext. 3942
- Kristi Holyoak ext. 3904
- Marie Smack ext. 3972
- Nancy Small ext. 3961
- Rachel Stewart ext. 3961
- Tim Hatch ext. 3958

### 3.3 Emergency Phone #'s

Emergency	911
Poison Control	800-222-1222
Gas Emergency	800-767-1689
Rocky Mountain Power	888-221-7070
<b>Cedar City</b>	
Southwest Technical College Main Campus	435-586-2899
Iron County School District	435-586-2804
Police Dispatch	435-586-2956
Fire Department	435-586-2964
Water Department	435-586-2968 ext. 304
Water Emergency (After Hours)	435-414-0067
Hospital	435-868-5000
InstaCare	435-865-3440
<b>Kanab</b>	
Southwest Technical College - Kane County ISC	435-644-2899
Kane County School District	435-644-2555 ext.2
Police Dispatch	435-644-5854
Water Department	435-644-2534
Water Emergency (After Hours)	435-689-1845
Hospital	435-644-5811
<b>Richfield</b>	
Southwest Technical College - Richfield ISC	435-893-2255

Sevier County School District	435-896-8214
Police Dispatch	435-896-8484
Hospital	435-893-4100
<b>Beaver</b>	
Southwest Technical College - Beaver High School ISC	435-438-2301
Beaver County School District	435-438-2291
Police Dispatch	435-438-2862
Hospital	435-438-7100

### 3.4 Persons with Disabilities

The handling of emergency situations with disabled persons will parallel as nearly as possible the functions of non-disabled persons in each type of emergency. When dealing with disabled persons, faculty and staff should:

- Recognize that persons who are self-sufficient under normal circumstances may have to rely on faculty or staff during and after an emergency.
- Recognize that actions may take longer with disabled persons.
- Know which students and employees may have special needs ahead of time.
- Pre-plan to meet each situation by preparing criteria for each individual according to need; i.e., medical, psychological, ambulatory, special movement needs.
- Be aware of students or employees with temporary impediments such as a broken leg or hidden impairments; i.e., asthma, severe allergies, or heart conditions.
- Prepare secondary evacuation routes ahead of time for those persons who might not be able to access primary evacuation routes.
- Arrange transportation to designated evacuation areas.
- Be prepared to coordinate efforts with emergency personnel.
- Medical information may need to accompany employees or students for a quick response and for potential medical treatment.
- Be aware that a person's medication may need to be accessible during an emergency. Many people with special needs have very individualized medication schedules that cannot be interrupted without serious consequences. Make alternative arrangements to meet these needs.

#### **Elevator Use:**

During an evacuation, if the elevator in the Health Professions & Trades Building cannot or should not be used, a stair chair emergency evacuation device is located at the top of the southeast stairwell. Trained personnel will use the stair chair to assist in the evacuation of disabled persons or those who need assistance.

## 4. Safety and Security on Campus

### 4.1 Criminal Activity

Southwest Technical College is committed to providing safety to its students, faculty, visitors and staff. If a crime happens to you or your property, or if there is an emergency occurring on campus, contact the local police department by calling 911.

STECH has an excellent working relationship with local law enforcement agencies who are able to support and provide services promptly in the event of an incident on or off campus. We encourage accurate and prompt reporting of all crimes to the local police. Refer to the [Emergency Phone Numbers](#) section for contacting the appropriate law enforcement agency or contact the front desk for assistance in person or by calling (435) 586-2899.

STECH will provide students, faculty, and staff with a copy of the crime statistic report from the previous calendar year by October 1<sup>st</sup> of the following year. Statistics will be gathered from local law enforcement and compiled in an annual report in accordance with the Clery Act. The report will show the number of incidents on campus and is divided into the following categories:

- 1) Criminal Offenses
  - a) Criminal homicide: murder, non-negligent manslaughter, manslaughter by negligence
  - b) Sexual assault, rape, fondling, incest, statutory rape
  - c) Robbery
  - d) Aggravated assault
  - e) Burglary
  - f) Motor vehicle theft
  - g) Arson
  
- 2) Hate Crimes (Any of the above-mentioned offenses, and any incidents of)
  - a) Larceny-theft
  - b) Simple assault
  - c) Intimidation
  - d) Destruction/damage/vandalism of property
  
- 3) Violence Against Women Act Offenses
  - a) Domestic violence
  - b) Dating violence
  - c) Stalking
  
- 4) Arrests and Referrals for Disciplinary Action
  - a) Weapons law violations

- b) Drug abuse violations
- c) Liquor law violations

## 4.2 Timely Warning

STECH will provide a timely warning to students of any occurrences made known to STECH of the crimes noted in section 4.1 that are reported to local police agencies and are considered to represent a serious or continuing threat to students and employees. Once the school becomes aware of a reported crime that meets the above criteria, students and employees will be notified as soon as possible via a third-party warning system.

The third-party warning system can also be used to alert students and employees to other emergencies and campus closures as outlined in the [Emergency Action Plan](#).

## 4.3 Safety Concerns

- Students, employees and visitors may report a safety or security concern by contacting the front desk in person or by calling (435) 586-2899.
- Persons wishing to submit an anonymous tip regarding a crime or safety concern to STECH can visit the college website under the *College Info* dropdown tab or by clicking the link provided, <https://stech.edu/contact/safety/>.
- Persons wishing to report a crime or safety concern that may pose an immediate threat or emergency should first call 911 for emergency services.
- All members of the college community are encouraged to use common sense, be proactive, and take precautions to help keep our campus safe.
- If you have concerns about walking from a building to your car after dark, either walk in groups or contact a member of the faculty or staff, and we will endeavor to provide an escort to walk you to your car.
- If students or employees wish to learn more about personal security or prevention of crime, contact the local police department.
- Additional security at off-campus locations is provided by local police and educational partners.
- STECH encourages the practice of *"If you see something, say something®."* The campaign is a national program through the U.S. Department of Homeland Security that raises public awareness of the indicators of terrorism-related crime, as well as the importance of reporting suspicious activity to state and local law enforcement. For more information please visit the DHS website at <https://www.dhs.gov/see-something-say-something>.



## 4.4 Dangerous Weapons / Firearms

STECH complies with Utah State law and the Utah Safe Schools policy with regard to weapons on campus. [Utah Code 76-10-505.5](#) states that a person may not possess any dangerous weapon, firearm, or short-barreled shotgun on school premises except under certain conditions as defined by law.

Dangerous weapons are defined by [Utah Code 76-10-501](#) as a firearm; or an object that in the manner of its use or intended use is cable of causing death or serious bodily injury.

Secondary students are prohibited from possessing any dangerous weapon, including knives, on campus in accordance with State law and the Utah Safe Schools policy. Violations by school district students must be addressed immediately. Follow-up disciplinary measures will be coordinated with the student's high school administrator and the STECH Vice President of Student Services.

### 4.4.1 Firearms & Weapons Frequently Asked Questions

**1. Can I open carry on campus?**

No. The general public cannot open carry on college campuses in Utah, ref. [Utah Code 76-10-505.5](#).

**2. Can I open carry if I have a concealed firearm permit?**

No. There is nothing specifically outlined in Utah statutes that allows a concealed firearm permit holder to openly carry on a college campus. State statute defines a concealed weapon as being covered, hidden, or secured in a manner that the public would not be aware of its presence, ref. [Utah Code 76-10-501](#).

**3. Utah eliminated the permit requirement for concealed carry in public in 2021. Can I carry a concealed firearm on campus if I am at least 21 years of age?**

No. Utah still issues concealed firearms permits, and you must have a valid permit to carry concealed at a college, ref. [Utah Code 76-10-505.5](#).

**4. As a concealed firearm permit holder, where can I carry or not carry a handgun on campus?**

The Utah concealed firearm permit allows individuals to carry a firearm concealed on campus. Permit holders cannot carry a firearm into any secured area in which firearms are prohibited and notice is posted, or otherwise prohibited by state or federal law, ref. [Utah Code 53-5-710](#).

**5. Can I remove my firearm from its holster and display it on Campus?**

No. Removing your firearm from its holster beyond protecting your life or the life of another is unlawful, and you may be criminally charged, and/or face expulsion from STECH.

**6. Can I carry a loaded firearm in my vehicle on campus?**

Yes, but there are some exceptions. Refer to [Utah Code 76-10-505.5](#).

**7. I am a culinary student. Can I bring cutlery, including kitchen knives on campus?**

Yes. [Utah Code 76-10-505](#) allows for the possession of such weapons if approved by the responsible school administrator, or the item is present or to be used in connection with a lawful, approved activity and is in the possession or under control of the person responsible for its possession or use.

**4.4.2 Employee or student who is aware of a weapon illegally brought on campus:**

- Notify the police by calling 911 if you feel there is an **imminent** threat.
- Notify a faculty member, staff member, or school administrator after calling 911 if safe to do so.
- Notify a faculty member, staff member, or school administrator if there is **NO** imminent threat.

**4.4.3 Administration, Faculty and Staff Responsibilities:**

**Incident Involving Adult Students or General Public:**

- Notify the police by calling 911 if you feel there is an **imminent** threat.
- Activate appropriate lockdown procedures if there is an **imminent** threat.
- The appropriate administrator, faculty member, or staff member will determine how best to proceed when contacting a person suspected of illegally possessing a weapon on campus if there is believed to be **NO** imminent threat.
- In the case of a suspected concealed firearm, Utah Code states that only a law enforcement officer may compel or attempt to compel an individual who has been issued a concealed firearm permit to divulge whether or not that person has been issued a concealed firearm permit, or is carrying a concealed firearm. [Utah Code 53-5-708\(1\)\(e\)](#)
- Document the incident using the STECH Student Incident report form or Employee Incident report form.

**Incident Involving Secondary Students:**

- Notify the police by calling 911 if you feel there is an **imminent** threat or the weapon involved is a firearm.
- Activate appropriate lockdown procedures if there is an **imminent** threat.
- If **NO** imminent threat is believed to exist and the weapon is **NOT** a firearm, ask the student to relinquish the weapon and secure the weapon from further access.

- Call the police if the student refuses to relinquish the weapon or if the student has committed a criminal violation requiring law enforcement.
- When possible, at least two STECH employees should be present when dealing with a student involved in a weapons violation.
- Ask the student to accompany you to a secure location away from other students while the matter is resolved.
- At no time will an employee of the opposite sex be alone with the student in the secure location.
- The STECH Vice President of Student Services, or designee will contact the student's high school administrator and coordinate disciplinary action.
- The STECH Vice President of Student Services, or designee, will contact the student's parent/guardian and advise them of the situation.
- Document the incident using the STECH Student Incident report form.

## 4.5 Unauthorized Persons / Trespassing

An unauthorized person or trespasser is any person who enters upon or loiters about the interior or exterior of any STECH building or property and is doing so without a legitimate reason or purpose. This is **NOT** the same as an active assailant.

The safety and security of STECH is a team effort, and all employees should be watchful for the presence of unauthorized persons or people trespassing. The safety of STECH students and employees is the primary concern when dealing with unauthorized persons; therefore, it is preferred that only designated employees should contact unauthorized persons if those employees are available on campus. If possible, employees should contact the Safety and Emergency Management Specialist, the Director of Facilities, or a member of Administration.

### 4.5.1 If an Unauthorized Person or Trespasser is located on STECH property:

- If the person does **NOT** pose an immediate danger, contact the Safety and Emergency Management Specialist, the Director of Facilities, or a member of Administration.
- Employees who choose to contact an unauthorized person should always do so with a minimum of two employees, unless absolutely necessary.
- Politely greet the person and identify yourself as a STECH employee.
- Inform the person that all visitors must check in at the front desk.
- If the person has no legitimate purpose, ask them to leave.
- Maintain visual contact with the person to ensure they leave the property.
- Extra care should be taken when dealing with intoxicated persons, as they are often unpredictable. Intoxicated persons may also pose a threat to themselves or the general public when they leave STECH property. For these reasons, the police should be called to deal with intoxicated persons.



#### 4.5.2 If the Unauthorized Person refuses to leave:

- Warn the person they are trespassing on school property. Inform the person that the police will be called.
- Notify the police if the person refuses to leave. Provide a full description and location of the person.
- Walk away from the person if he/she indicates a potential for violence (be aware of actions, location, weapons, packages, etc.)
- Maintain visual contact with the person from a safe distance until police arrive.
- Depending on the circumstances, a Lockdown procedure may be activated if the subject poses a threat to the safety of students and employees.

#### 4.6 Sexual Misconduct:

If you experience or witness sexual misconduct while at STECH, please contact the local police department immediately. You should also report as soon as possible to the Title IX Coordinator, the Vice President of Student Services, or the Director of Human Resources (If an employee is involved). If such a serious offense occurs, it is important to preserve evidence for proof of the criminal offense. STECH will do everything possible to assist.

Off-campus counseling for victims of sex offenses is available at the Southwest Behavioral Health Center, 245 E 680 S, Cedar City, Utah (435) 867-7654. Support for victims of sex offenses can also be obtained from Canyon Creek Services, 95 N. Main Street, Cedar City, Utah (435) 867-9411.

If a sex offense happens where both the accused and the accuser attend Southwest Technical College, both the accuser and the accused are entitled to due process under [STECH's Title IX Due Process Policy](#).

Southwest Technical College may provide interim remedies intended to address the short-term effects of the harassment, discrimination, and/or retaliation (i.e., to redress harm to the reporting party and the community, and to prevent further violations).

Individuals wishing to learn additional information about registered sex offenders may go to the Official State of Utah Sex Offender Registry at <http://corrections.utah.gov>.

Additional information on reporting, resources and education & prevention can be found by visiting the college website under the [Title IX – Sexual Misconduct and Discrimination](#) page.

## 5. Crisis Resources

### 5.1 SafeUT

STECH encourages students to download the SafeUT mobile app. SafeUT is a tool designed to provide confidential two-way communication with crisis counselors. SafeUT services are provided through the University of Utah's Crisis Center and all interactions are handled by licensed master's level clinicians. Students who call or start a crisis chat through the mobile app will connect directly with a counselor. This app is a resource for students to receive help with emotional crises, bullying, relationship problems, mental health, or suicide-related issues.

To download the app or learn more about it, please follow the link: [SafeUT](#)



Services provided by: UNIVERSITY OF UTAH HEALTH  
Program supported by: SAFEUT COMMISSION

CALL -833.3SAFEUT (833.372.3388)

Download the App – [SafeUT.org](#)

### 5.2 TrulaCampus

STECH takes a proactive approach to student wellness by encouraging students to connect with a qualified peer coach through TrulaCampus. Coaching can occur through text, phone, or video. Peer coaches are available at different times throughout the day between 8 am to 8 pm, Monday through Saturday.

Peer coaches can assist with personal development, goal setting, confidence building, positive self-image, connection, stress management, organization, communication, self-care, and relationship skills.

Click [TrulaCampus](#) for more information or connect with a peer coach by clicking below.



### 5.3 Jed Foundation

The [Jed Foundation](#) is a nonprofit that protects emotional health and prevents suicide for our nation's teens and young adults, giving them the skills and support they need to thrive today and tomorrow.

The Jed Foundation's Mental Health Resource Center provides essential information about common emotional health issues and shows teens and young adults how they can support one another, overcome challenges, and make a successful transition to adulthood. Click the Jed icon below for more information.



### 5.4 Other Mental Health and Wellness Resources

- [Cedar City Mental Health](#) (Mental Health providers in Iron County)
- [Southwest Behavioral Health](#)  
**24/7 UTAH CRISIS LINE – (800) 273-TALK(8255)**  
 (800) 574-6763 or (435) 634-5600
  - Iron County - 245 E. 680 S., Cedar City, UT 84720 – (435) 867-7653
  - Kane County – 445 N. Main St., Kanab, UT 84741 – (435) 644-4520
  - Beaver County – 75 W. 1175 N., Beaver, UT 84713 – (435) 438-5537
- [Canyon Creek Services](#) (Domestic Violence & Sexual Abuse)  
 Office (435) 867-9411 – Hotline (435) 233-5732
- [ULifeline](#) – Your online resource for college mental health  
 Text “START” TO 741-741 or Call (800) 273-TALK (8255)
- [The Trevor Project](#) – Crisis Intervention & Suicide Prevention for LGBTQIA+ Youth -  
 Trevor Lifeline (24/7) 1-866-4-U-TREVOR (1-866-488-7386)
- Veterans' Suicide Prevention Lifeline (24/7)  
 1-800-273-TALK (1-800-273-8255), press 1 Text: 838-255
- National 988 Suicide & Crisis LIFELINE  
 The 988 Lifeline provides 24/7, free and confidential support for people in distress, prevention and crisis resources. Call or text 988.

## 6. Incident Reporting and Investigation

All incidents resulting in personal injury or property damage should be reported and investigated promptly. This will help ensure that the injured person has been properly cared for and that, if possible, preventative action may be taken to prevent future accidents.

In addition, STECH strongly encourages *Near Miss* reporting. *Near Miss* reporting is a safe work practice that aims to eliminate potential incidents by ensuring that close calls or near accidents are proactively reported to facilitate corrective actions that prevent similar future incidents from occurring.

### 6.1 Reporting

- All incidents involving students, employees, or the general public must be reported to the Department Director where the incident occurred.
- Incidents involving criminal violations against the State (i.e., drug possession and weapons possession) must be reported to law enforcement. Incidents involving criminal violations against a victim must be reported to law enforcement if the victim so chooses.
- The Department Director is responsible for notifying the Vice President of Student Services when the incident involves a student, and the Director of Human Resources when the incident involves an employee or visitor.
- The Vice President of Student Services or an assigned designee will notify the respective high school administrator when the incident involves a secondary student.
- The faculty or staff member who dealt with the student incident is responsible for completing the incident report form.
- Injured employees should complete the incident report if able to do so. If the employee is unable, the report will be completed by the employee's supervisor or director.
- Witnesses should complete an Incident Witness Statement.
- The incident report must be completed as soon as possible, but no later than the end of the faculty or staff member's workday. This is necessary for accurate recollection and reporting of the incident.
- Incident reports must be completed online and are located on the Employee Hub under The Facilities, Safety, and IT tab or the Human Resources tab.
- The Incident Report will be automatically forwarded to the Safety and Emergency Management Specialist and the Vice President of Student Services (student incidents) or the Director of Human Resources (employee/visitor incidents).
- The STECH Safety and Emergency Management Specialist will maintain a file of all incident reports for quarterly review by the STECH Safety Committee.

## 6.2 Investigation

- The Incident Report Form requires that the cause of the accident and potential future preventative actions be identified.
- The Safety and Emergency Management Specialist will conduct a follow-up investigation to determine whether safety protocols were followed and whether corrective action should be taken to prevent future incidents.
- The Safety and Emergency Management Specialist will forward the findings to the Vice President of Student Services or the Director of Human Resources when the investigation is complete.
- The Vice President of Student Services or the Director of Human Resources will review the cause of the incident and take corrective or preventative actions when necessary.

## 6.3 Safety Committee Review

The STECH Safety Committee will conduct a quarterly review of all college-related incidents.

The committee may:

- Review responses to the incident.
- Recommend additional safety-related training.
- Recommend revisions to the Health and Safety Plan or any additional safety program.
- Recommend procedural changes to prevent future accidents.
- Recommend equipment or facility changes to prevent future accidents.
- Recommend disciplinary action in the case of negligence or criminal behavior.
- The Safety and Emergency Management Specialist will maintain a record of the Safety Committee minutes and any recommendations made by the committee.
- Safety Committee recommendations will be forwarded to the STECH President for consideration.

## 6.4 Accident Reporting and Coverage Information

Southwest Technical College takes workplace safety very seriously. In the unfortunate event that an accident occurs, it is important to follow the proper procedures to report the accident. Please make yourself familiar with the chart below and the Company Injured Employee Hotline instructions that follow.

### Accident Coverage

**Our Company Code is EIG269999000**

Accident Coverage	Personal Health Insurance	Workers Compensation Insurance	Treatment Facility*	Internal Accident Report Form	Other	Injury Hotline	Group Code
Employees		X	Work Med	Always	Injured Employee process is required**	1-855-365-6010	EIG269999000
Board of Directors		X	Work Med	Always	Injured Employee process is required**	1-855-365-6010	EIG269999000
Volunteers***		X	Work Med	Always	Injured Employee process is required**	1-855-365-6010	EIG269999000
STECH Healthcare Interns		X	Work Med	Always	Injured Employee process is required**	1-855-365-6010	EIG269999000
Other STECH Interns	X		InstaCare or Primary Physician	Always			
Students	X		InstaCare or Primary Physician	Always			
Non-Student Visitors	X		InstaCare or Primary Physician	Always			

\* Emergency Room or 911 depending on the seriousness

\*\* Injured Employee Hotline instructions are posted in the workroom, within every program area, and in the Employee Orientation Manual.

\*\*\* Volunteers must be approved by HR ahead of time.



America's small business insurance specialist®

## How To Report a Workers' Compensation Claim

Immediate reporting is a major step in cost and time containment of any claim and is beneficial to all parties involved. Any delays in the reporting of claims can result in delayed access to medical care, which in some instances may lead to further injury, resulting in the need for additional treatment subsequently leading to higher medical costs.

*EMPLOYERS® offers two convenient phone numbers that are available 24/7 to report a claim with less paperwork.\* Both numbers are staffed with individuals fluent in both English and Spanish, with accommodations for other languages.*

### **INJURED EMPLOYEE HOTLINE**

**855-365-6010**

- Reporting of a new work-related injury or illness when the injured/ ill employee has not yet received medical treatment.
  - Provides access to registered nurses who are specially trained to provide nurse triage and medical guidance.

### **CUSTOMER SUPPORT**

**888-682-6671**

- Reporting of a new work-related injury or illness when the injured/ ill employee has already received medical treatment.
  - Injured employees who have not yet sought medical treatment will be transferred to our Injured Employee Hotline (IEH) and provided the IEH phone number.

\*For all injuries or illnesses that require immediate assistance from Emergency Services please call **911**.

EMPLOYERS provides policyholders access to state specific information on our website: [www.employers.com/claimskit](http://www.employers.com/claimskit). Call 888-682-6671 or email [customersupport@employers.com](mailto:customersupport@employers.com) to obtain a medical provider list, check the status of a medical bill, or request a printed copy of our claims kit.

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Not all insurers do business in all jurisdictions.

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**EMPLOYERS®**

America's small business insurance specialist®



**Injured Employee  
Hotline**



**For a new work-related illness  
or injury that is not life-threatening:**

**Call 855-365-6010**

**This hotline is available 24 hours a day,  
seven days a week and is staffed by nurses fluent in  
both English and Spanish, with accommodations for  
other languages, specially trained to provide medical  
guidance over the phone.**

**Call 9-1-1 for a life-threatening illness or injury.**

Business/Legal Name: Southwest Tech WC Policy # EIG 219999000  
Location Physical Address: 757 West 800 South Cedar City, UT.

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# 7. Emergency Action Plan

Means of reporting fires and other emergencies, evacuation procedures, escape routes, accounting for employees and students after an emergency, rescue and medical duties for employees, and names or job titles for persons to contact in the case of an emergency will be addressed in specific topics of the Health and Safety Plan, and Emergency Action Plan section.

## 7.1 Alerting

In the event of an emergency, employees and students may be alerted by:

- **Fire** - An audible alarm signal throughout the building accompanied by a visual white strobe signal visible at each marked fire alarm speaker box.
- **Other Emergencies** (i.e. earthquake, active threat, general evacuation) – An alert tone followed by an announcement over the Public Address system and/or text messaging and email via the third party notification system.
- **Timely warning** as indicated in [Section 4.1](#) may be sent via social media and the college website in addition to third party text messaging and email systems.

## 7.2 General Evacuation

There are a variety of situations that could occur on campus that may require the evacuation of a building. Additional instructions or specific procedures may override the general evacuation plan as noted in other Health and Safety Plan sections. Always evacuate the building when any of the following occurs:

- You hear the fire alarm or see the strobe lights
- You hear an announcement over the PA speaker system to evacuate
- You are instructed to leave by emergency personnel, your supervisor, or other STECH employees
- An emergency event is occurring in your area

### 7.2.1 General Evacuation Procedures

- If it is safe to do so, take car keys, purses, and other personal items (depending on the situation, re-entry to the building may not be available for some time).
- Shut down all hazardous operations, if safe to do so. (Follow individual department procedures, i.e., welding shutdown)
- Turn off equipment, time permitting, and if safe to do so.
- Exit by the nearest exit/stairwell. Do not use elevators unless assisting persons with disabilities and only if safe to do so.
- While exiting, note hazards and persons remaining in the building.
- Go directly to designated evacuation areas.
- Faculty take roll of students.

### 7.3 Lockdown Procedures

Lockdown procedures may be implemented in situations involving active assailants, dangerous individuals, or other incidents that may result in harm to persons within or outside campus buildings.

STECH has established a Memorandum of Understanding with the i love u guys FOUNDATION®. STECH lockdown procedures will be in accordance with the Standard Response Protocol (SRP). The SRP is based on five available *Actions: Lockdown, Secure, Hold, Shelter and Evacuate*. These actions are in no sequential order and can be updated or used interchangeably as the situation dictates.

In the event of an SRP activation at Cedar High School (CHS) or Southwest Education Academy (SEA), designated STECH personnel and/or Executive Staff will determine which *Action* if any should be activated at STECH. In the event of *Secure Action* or *Lockdown Action* at CHS or SEA, STECH will activate, at a minimum, a *Secure Action* in response.

In the event of an SRP activation at either Kanab High School (KHS) or Kanab Middle School (KMS), designated STECH personnel and/or Executive Staff will determine which action if any should be activated at STECH. In the event of *Secure Action* or *Lockdown Action* at KHS or KMS, STECH will activate, at a minimum, a *Secure Action* in response.

Adult students should be encouraged to follow the direction of faculty and staff during an SRP Action. Adult students cannot be detained involuntarily during lockdown procedures and are free to make their own decisions. However, adult students should take into consideration that their failure to follow lockdown procedures can adversely affect the safety of other students and employees.

Secondary students attending STECH must comply with lockdown procedures and must follow the directions of faculty and staff during an emergency situation.

# IN AN EMERGENCY TAKE ACTION



## HOLD! In your room or area. Clear the halls.

### STUDENTS

Clear the hallways and remain in your area or room until the "All Clear" is announced  
Do business as usual

### INSTRUCTORS AND STAFF

Close and lock the door  
Account for students, visitors and others  
Do business as usual



## SECURE! Get inside. Lock outside doors.

### STUDENTS

Return to inside of building  
Do business as usual

### INSTRUCTORS AND STAFF

Bring everyone indoors  
Lock outside doors  
Increase situational awareness  
Account for students, visitors and others  
Do business as usual



## LOCKDOWN! Locks, lights, out of sight.

### STUDENTS

Move away from sight  
Maintain silence  
Do not open the door  
Prepare to evade or defend

### INSTRUCTORS AND STAFF

Recover people from hallway if possible  
Close and lock the door  
Turn out the lights  
Move away from sight  
Maintain silence  
Do not open the door  
Prepare to evade or defend



## EVACUATE! (A location may be specified)

### STUDENTS

Leave stuff behind if required to  
If possible, bring your phone  
Follow instructions

### INSTRUCTORS AND STAFF

Lead evacuation to specified location  
Account for students, visitors and others  
Notify if missing, extra or injured people



## SHELTER! Hazard and safety strategy.

### STUDENTS

Use appropriate safety strategy for the hazard

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

### INSTRUCTORS AND STAFF

Lead safety strategy  
Account for students, visitors and others  
Notify if missing, extra or injured people



### 7.3.1 HOLD

A Hold Action is called during situations that require students and employees to remain in their classrooms or stay out of certain areas. A medical emergency may require an area to be cleared for medical personnel to treat a patient, or an altercation or student fight may require keeping students out of an area until the situation is resolved.

- Students and faculty are to remain in their classroom or area, even if there is a scheduled class change until the all-clear is given.
- Students and faculty in common areas may be asked to remain in those areas or move to adjoining areas.
- Anyone outside of the building should remain outside unless directed otherwise.
- It is suggested that prior to closing a classroom door, faculty should sweep the hallway for nearby students.
- Close and lock classroom doors if operational circumstances allow.
- Adult students, employees, and the general public who wish to leave, should be made aware of the situation that exists and should avoid the area if possible.
- Secondary students should remain in their classroom or area until the all-clear is given.
- Activities inside the building may proceed as normal.



## **HOLD! In your room, office or area. Clear the halls.**

### **OCCUPANTS**

Clear the hallways and remain in room or area until the "All Clear" is announced  
Do business as usual

### **STAFF**

Close and lock door  
Account for occupants and staff  
Do business as usual

### 7.3.2 SECURE

The Secure Action is called when there is a threat or potential threat outside of a building or adjacent to campus and a layer of security is needed to prevent the threat from entering the building. The initial directive and practice during a Secure Action is to retain students and employees within the building and prevent unauthorized entry. Whether it is due to police related situation occurring in the area or criminal activity occurring on or near campus, Secure uses the physical facility and a heightened level of awareness by employees to provide protection.

- Students outside of the building should be moved inside.
- Faculty and staff having exterior doors in their areas will ensure those doors are closed and locked.
- Exterior doors will be locked via remote control.
- Building access, both ingress and egress, will be limited to main doors only and will be controlled by designated employees unless otherwise directed by emergency services.
- Designated employees will verify exterior doors are secure.
- Adult students, employees, and the general public who wish to leave should be made aware of the threat or danger that exists if feasible.
- Secondary students should remain in their classroom or area until the all-clear has been given.
- A phone tree notification to participating school districts will be activated if the Secure Action was initiated by STECH.
- Activities inside campus buildings may proceed as normal.



## **SECURE! Get inside. Lock outside doors.**

### **OCCUPANTS**

Return inside  
Do business as usual

### **STAFF**

Bring everyone indoors  
Lock outside doors  
Increase situational awareness  
Account for occupants and staff  
Do business as usual

### 7.3.3 LOCKDOWN

A lockdown is called when there is a direct threat exists on or near campus, such as an active assailant or violent intruder. A Lockdown is a response to an actual emergency within the building or on school grounds. The initial directive and practice during a Lockdown is to use secure classrooms, offices, and other spaces to protect occupants from the threat. A Lockdown requires that all persons on school property seek as much safety from physical harm as possible.

- If outdoors, move to a safe location directly away from campus while keeping the safe destination in line of sight (Avoid running around corners or to locations you cannot see).
- Interior doors will be locked via remote control.
- Exterior doors can be locked via remote control as circumstances dictate.
- Faculty and staff having exterior and interior doors in their areas will ensure those doors are closed and locked if safe to do so.
- Move to a classroom or office, and lock the door if not already in a securable location.
- Turn out lights, silence cell phones, and remain quiet.
- Take cover behind a solid object if able.
- Do not open doors until credible information is received that the lockdown has been lifted.
- Follow **Active Assailant** procedures if the threat is in your **vicinity**.



## LOCKDOWN! Locks, lights, out of sight.

### OCCUPANTS

Move away from sight  
 Maintain silence  
 Do not open the door  
 Prepare to evade or defend

### STAFF

Lock interior doors  
 Turn out the lights  
 Move away from sight  
 Do not open the door  
 Maintain silence  
 Account for occupants and staff  
 Prepare to evade or defend

### 7.3.4 EVACUATE

An Evacuate Action is called when there is a need to move people from one location to another for safety reasons. Evacuations can be called for reasons such as fires, fire drills, mechanical failures, gas leaks, or bomb threats, etc. Evacuations might also be called following events such as earthquakes or in response to criminal activity on campus. If there has been a violent event on campus, an evacuation will almost always be necessary since the area will be deemed a crime scene.

- Pay attention to specific instructions based on the circumstances.
- Announcements may be given with further details and instructions.
- If instructions are given to evacuate **without delay**, exit the building via the nearest accessible exit and do not take personal items with you unless those items are absolutely necessary, such as Rx medication or necessary medical devices.
- Instructions might be given directing occupants to take personal items with them due to not being able to access the building for an extended period of time.
- Exit the building without delay if no specific instructions are given.
- Immediate evacuation is required upon any fire alarm activation.
- Off-site reunification may be necessary after an evacuation and are as follows:
  - Cedar City Campus: LDS Church, 725 S. 1100 W.
  - Kane County Campus: Kane County School District Office, 746 S. 175 E.



## EVACUATE! (A location may be specified)

### OCCUPANTS

Evacuate to specified location  
Bring your phone  
Instructions may be provided about retaining or leaving belongings

### STAFF

Lead evacuation to specified location  
Account for occupants and staff  
Notify if missing, extra or injured people

### 7.3.5 SHELTER

A Shelter Action is called when specific protective actions are needed based on a hazard such as severe flooding, severe hail storms, tornadoes, earthquakes, or other situations that pose a danger if occupants exit a building. Situations such as chemical spills or airborne release of toxic vapors could also pose a threat to persons outside and trigger a Shelter Action.

- If outdoors, move inside the nearest building or to another safe location based on the specific hazard.
- Sheltering requires that all students and staff follow the response directives given based on the specific hazard.
- Exterior doors can be locked via remote control as circumstances dictate.
- Response directives might include moving to a sheltered area, sealing in rooms or offices, earthquake protocol, or moving to a safer location such as higher ground.
- In the case of hazardous material spills or airborne release, faculty and staff would be directed to close all windows, shut down HVAC systems, seal windows and doors to preserve the clean air while restricting the entry of any contaminated outside air.



### **SHELTER! Hazard and safety strategy.**

#### **OCCUPANTS**

Use appropriate safety strategy for the hazard

#### **Hazard**

#### **Safety Strategy**

Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

#### **STAFF**

Lead safety strategy  
Account for occupants and staff  
Notify if missing, extra or injured people



## 7.4 Active Assailant

An Active Assailant (aka Active Shooter) is a person(s) who is actively engaged in killing or attempting to kill people in a populated area; in most cases, active shooters use firearms and there is no pattern or method to their selection of victims.

Active assailant situations are unpredictable and evolve quickly. Typically, these assailants will not stop their aggressive actions without direct intervention from Law Enforcement or other means. Because many active assailant situations are over within 10-15 minutes, individuals must be prepared to both mentally and physically to deal with an active assailant situation.

### 7.4.1 How to respond when an active assailant is in your vicinity

Quickly determine the most reasonable way to protect your life and the life of your students. Remember that students and visitors will likely look to faculty and staff for guidance during an emergency. The following options should be considered when an active threat is in your vicinity (**RUN, HIDE, FIGHT**):

#### 1. Evacuate/Run

If there is an accessible escape path, attempt to evacuate the premises. Be sure to:

- Have an escape route and plan in mind.
- Leave your belongings behind.
- Help others escape if possible. (Be mindful of persons with disabilities)
- Prevent others from entering an area where a shooter may be.
- Keep your hands visible.
- Follow the instructions of Law Enforcement Officers.
- Do not attempt to move wounded people while evacuating. (Threat imminent)
- Call 911 when safe to do so.
- Move to the designated evacuation area.
- Faculty members take roll of students when safe to do so.
- Designated Evacuation Areas:
  - Cedar City Campus: LDS Church Building (725 S. 1100 W.)
  - Kane County Campus: Kane County School District Office (746 S. 175 E.)

#### 2. Hide

If evacuation is not possible, find a safe place to hide where the active assailant is less likely to find you. Your hiding place should:

- Be out of the active assailant's view.
- Provided protection from shots fired in your direction.
- Not trap or restrict your options for movement or escape.

To prevent an active assailant from entering your hiding place:

- Lock the door.

- Blockade the door with heavy items such as desks, file cabinets, etc.
- Silence your cell phone.
- Turn off sources of noise (i.e., radios, televisions).
- Hide behind large items (i.e., cabinets, desks).
- Remain quiet.

If evacuation and hiding out are not possible:

- Try and remain calm.
- Dial 911, if possible, to alert police to the assailant's location.
- If you cannot speak, leave the line open and allow the dispatcher to listen.

### **3. Take action against the assailant (Fight)**

As a last resort, and only when your life is in imminent danger, attempt to disrupt or incapacitate the assailant by:

- Acting as aggressively as possible.
- Improvising weapons.
- Throwing items.
- Yelling.
- Committing to your actions.

#### **7.4.2 How to respond when law enforcement arrives**

Law Enforcement's purpose is to stop the active threat as soon as possible. Officers will proceed directly to the area of the active assailant. Officers may be alone or proceed in teams. Officers may be wearing patrol uniforms or may be wearing plain clothes with tactical vests and equipment identifying themselves as Law Enforcement. Officers may use other means such as tear gas or pepper spray to control the situation. Officers may shout commands, and push individuals to the ground for safety.

- Remain calm and follow officers' instructions.
- Put down any items in your hands (i.e., bags, purses, jackets).
- Raise your hands and spread your fingers.
- Keep hands visible (Do not place your hands into pockets).
- Avoid making quick movements toward officers such as holding on to them for safety.
- Inform the officers of the assailant's location and description (If known) as you go by, but do not stop.
- Do not stop to ask officers for help or direction when evacuating.
- Proceed in the direction from which the officers are coming from.

The first officers to arrive at the scene will not stop to help injured persons. Expect rescue teams comprised of additional officers and rescue personnel to follow after the situation is rendered safe. Rescue teams may call upon able-bodied individuals to assist in removing the wounded from the premises.

## 7.5 Fire Emergencies

In the event of a fire emergency **ALL** employees, students, and visitors shall evacuate immediately. Employees and students at the Cedar City Campus should gather in the east parking lot of the HP&T Building. Employees and students at the Kane County Campus should gather in the east parking lot of Kanab Middle School. Faculty members will take roll of students after evacuating.

### 7.5.1 When a fire is observed, remember the following:

- (R) **RESCUE** anyone in immediate danger if able.
- (A) Sound the **ALARM** by pulling the nearest fire alarm pull station and call 911.
- (C) **CONFINE** the fire by closing doors and windows if safe to do so.
- (E) **EXTINGUISH** the fire if possible and **EVACUATE** the area. (Evacuation Maps are located in all STECH buildings. Persons should evacuate by means of the *nearest marked exit*)

### 7.5.2 Fire Extinguisher Use

Keep your back to an exit or escape path, stand 10 feet away from the fire, and use the following procedure:

- (P) **PULL** the pin.
- (A) **AIM** at the base of the fire.
- (S) **SQUEEZE** the handle.
- (S) **SWEEP** side to side.

### 7.5.3 Fire Extinguisher Types

Choose the proper extinguisher for the type of fire encountered:

**RED ABC EXTINGUISHERS** are located throughout each building and will be adequate for most common fires. These extinguishers are designed for class A, B, and C fires:

- (A) Trash, Wood, Paper
- (B) Flammable Liquids (Oil, Gasoline, Kerosene, or paint)
- (C) Electrical Equipment

**RED CO2 EXTINGUISHERS** are located in the A&T Building Automotive Lab (104) and Unit Repair Lab (125). These extinguishers should be used on flammable liquid and electrical fires only. CO2 Extinguishers work by displacing oxygen, or taking away the oxygen element of the fire triangle. The CO2 is also very cold, so it cools the fuel as well.

- (B) Flammable Liquids (Oil, Gasoline, Kerosene, or paint)
- (C) Electrical Equipment

**YELLOW EXTINGUISHERS** are located in the A&T Building Automotive Lab (104) and Unit Repair Lab (125). These extinguishers should be used on class D fires:

- (D) Combustible Metals (magnesium, sodium, potassium, sodium-potassium alloys, uranium, and powdered aluminum)

**SILVER EXTINGUISHERS** are located in the culinary areas of the HP&T Building and should primarily be used on grease fires. These extinguishers can also be used on class A fires:

- (K) Grease
- (A) Trash, Wood, Paper

## 7.6 Explosion

In the event of an explosion:

- Call 911 and advise the dispatcher there has been an explosion. Provide as much detail as possible.
- Upon the occurrence of an explosion the fire alarm should sound.
- If the alarm does not sound automatically it can be manually activated by pulling one of the fire alarm pull stations. (See STECH Fire Safety Maps for pull station locations)
- Refer to Fire Emergencies, Section 7.4.
- Evacuate the building via the nearest safe exit. Building exits will be marked in accordance with applicable Federal, State, and Local codes.
- Move students to the fire evacuation areas.
- A determination can be made by authorized personnel to move students and employees to an evacuation area further from the campus in the event of a major explosion.
- Render first aid when safe to do so.
- Facilities Department personnel or an assigned designee will shut off utilities if safe to do so.
- Upon arrival of the fire department, the Director of Facilities or assigned designee will act as liaison if the incident occurred at the Cedar City Campus. Likewise, the Director of Programs will act as liaison at the Kane County Campus.
- The Safety and Emergency Management Specialist or an assigned designee will notify the Iron County School District and/or Kane County School District. ICSD will activate their phone tree.

## 7.7 Earthquake

Earthquakes generally occur without warning and can be felt as a single event or multiple events spread out over minutes or hours.

### 7.7.1 During an Earthquake

In MOST situations, you will reduce your chance of injury if you:



**DROP** where you are, onto your hands and knees. This position protects you from being knocked down and also allows you to stay low and crawl to shelter if nearby.



**COVER** your head and neck with one arm and hand

- If a sturdy table or desk is nearby, crawl underneath it for shelter
- If no shelter is nearby, crawl next to an interior wall (away from windows)
- Stay on your knees; bend over to protect vital organs



**HOLD ON** until shaking stops

- Under shelter: hold on to it with one hand; be ready to move with your shelter if it shifts
- No shelter: hold on to your head and neck with both arms and hands.

- Try and stay calm.
- Remain where you are. If you are indoors, stay there. If you are outdoors, stay there.
- If indoors, take cover under a table, desk, or other solid object.
- If there is no table, desk, or other cover near you, drop to the ground and then if possible move to an inside corner of the room.
- Wait two minutes after the shaking has stopped to evacuate.
- Stay away from windows or other glass objects.
- Stay away from buildings and power lines if outside.
- Do not run outside from a building during an earthquake.
- Avoid running in general. You can easily lose your balance and fall.
- Do not stand in a doorway as taught in early earthquake drills. This practice is no longer advisable according to FEMA; move under cover instead.

If you use a medical mobility device such as a walker and cannot move under cover:

- Lock your wheels (if applicable) and carefully get as low as possible.
- If your device has a seat, sit and cover your head/neck with your arms, a book, or a pillow.

- If no seat, try to get down with your head lower than the top of the walker.
- Remain in that possession until safe to evacuate or until assistance arrives.

If you use a wheelchair or other motorized medical device and cannot move under cover:

- Lock your wheels.
- Bend forward and cover your head/neck with your arms, a book, or pillow.
- Remain in that possession until safe to evacuate or until assistance arrives.

### **7.7.2 After an Earthquake**

- Be prepared for aftershocks.
- Try and keep students safe and calm.
- Evacuate all persons immediately via the posted evacuation maps or nearest marked exit.
- Take steps to prevent further injury.
- Render first aid if needed.
- Do not use light switches, matches, candles, or other open flames.
- Do not move those who are seriously injured unless they are in more danger if not moved.
- Notify emergency personnel of anyone trapped, seriously injured, or unable to evacuate.
- Avoid areas of fallen objects or broken glass.
- Avoid visible wires, pipes, or other electrical equipment.
- Move students to designated evacuation areas and take roll.

## **7.8 Bomb Threat**

The safety of students, visitors and employees is the primary consideration in the procedures authorized for use. However, the college will not necessarily be evacuated or classes dismissed as a result of threatening messages. In the event that a suspicious device is located, do not touch it. The campus will be evacuated until such time as determined safe by Law Enforcement.

### **7.8.1 Upon Receiving a Bomb Threat**

- If a bomb threat is received by mail, notify administration immediately.
- If a bomb threat is received by phone: Remain calm and be courteous. Listen carefully and do not interrupt the caller. Quietly attract the attention of another employee to notify administration and call 911.
- Obtain as much information as possible and record the following information:
  - Date of call
  - Time of call
  - Phone number of call received
  - Person taking the call
  - Write the entire message of the caller verbatim as much as possible

- Note unusual words, phrases, sounds, or accents
  - Male or female
- If the caller is agreeable to further conversation, ask:
  - When will it go off? Time remaining?
  - Where is it located?
  - If in a building, what area?
  - What kind of bomb is it?
  - How do you know so much about the bomb?
  - Why are you doing this?
  - Where are you now?

### **7.8.2 Evacuation**

If deemed necessary by Administration and/or Law Enforcement, evacuation may simply be directed by manually activating the fire alarm system, or through spoken direction or instructions.

- Do not mention “Bomb threat.”
- Use standard fire drill procedures to evacuate the building(s).
- Direct students to take their belongings.
- Follow established procedures for persons with disabilities.
- Faculty should take class rosters and take roll once in the evacuation area(s).
- No one should re-enter the building(s) until instructed to do so by Law Enforcement.
- Administration will notify faculty, staff, and students when the emergency is terminated and normal operations can resume.

## **7.9 Suspicious Mail**

### **7.9.1 How to Recognize Suspicious Packages and Mail**

One indicator of a suspicious package or piece of mail includes inappropriate or unusual labeling, such as:

- Excessive postage
- Misspelled common words
- No return address or strange return addresses
- Unusual addressing such as not being addressed to a specific person or incorrect titles or titles with no name
- Restrictive markings such as “Personal,” “Confidential,” or “Do not x-ray”

Other indicators include an unusual or inappropriate appearance, including:

- Powdery substances felt through or appearing on the item
- Oily stains or discolorations on the exterior
- Strange odors
- Excessive packaging material, like string or tape

- Lopsided or bulky shape of envelopes or boxes
- Ticking sounds, beeping sounds, protruding wires, or exposed aluminum foil

### **7.9.2 Procedures for Handling Suspicious Packages or Mail**

If you receive a suspicious letter or package:

- Stay calm.
- Do not open the letter or package (or open any further), do not shake it, do not show it to others, or empty its contents.
- Leave the item where it is or gently place it on a flat surface.
- If possible, gently cover the letter (use a trash can or article of clothing, etc.)
- Shut off any fans or equipment in the area that may circulate the material.
- Alert others nearby to relocate to an area away from the item.
- Take personal items like cell phones and keys with you in case return to the area is delayed.
- Close the door to the area.
- Do not use cell phones or other electronic devices near the item.
- Notify administration when away from the item.
- To prevent spreading any hazardous substance, wash your hands thoroughly with soap and water.
- Administration and/or Law Enforcement may order an evacuation of the building(s).
- The Maintenance Manager or Facilities Department member may shut off the building's airflow systems at the direction of administration or emergency personnel.

### **7.10 Hostage Situation**

In the event of an individual(s) holding people against their will, it is important to be familiar with the following procedures to improve the likelihood of a favorable outcome.

If you hear or see a hostage situation:

- Immediately remove yourself from the danger and call 911.
- Provide the 911 operator with the location of the incident, number and description of hostage-takers, number of hostages, your name and phone number.

If you are taken, hostage:

- Remain calm, be polite and cooperate with your captors.
- Speak normally.
- Observe the captors and try to memorize their physical traits, clothing, or other details that can help provide a description.
- Try to establish a relationship with your captors and get them to know you. You want the captor to think of you as a person not as an object. Captors are less likely to harm you if they respect you.



- If forced to present terrorist demands to authorities, state clearly that the demands are from your captors. Avoid making a plea on your own behalf.
- Try to stay low to the ground or behind cover away from windows or doors.
- Do not attempt to escape unless there is an extremely good chance of survival.
- Do not complain, avoid being belligerent and comply with instructions.
- Do not draw attention to yourself with sudden body movements, statements, comments, or hostile looks.
- If possible, dial 911 and leave the connection open. Turn the speaker all the way down so no sound is coming from the phone.

### **7.11 Suicide/Suicide Attempt**

When a student or employee is actively suicidal and the immediate safety of the person or others is at risk, 911 shall be called immediately. The faculty or staff member calling 911 shall provide as much information about the situation as possible, including the name of the suicidal person, any weapons involved, and where the person is located. Employees calling 911 will use the term *"suicidal person"* when speaking to 911, to allow for the dispatcher to send appropriate resources to the situation.

Situations involving suicidal threats must be taken seriously and handled in the same way as an actively suicidal person so that the appropriate level of professional care can be provided.

#### **Additional steps should be taken if safe to do so.**

- Faculty or staff members should remain with the suicidal person.
- Administer first aid if necessary.
- Isolate the affected student/employee if possible.
- Move all other students out of the area.
- Notify the respective school district when the incident involves a secondary student.

#### **If the suicidal person calls you by phone:**

- Keep them on the phone and ask them to tell you their location.
- Let them know you are there to support them and get them help.
- Quietly ask another co-worker to call 911 once you know their location.
- If the person tells you they are going to hang up, provide them with the number for the National Suicide Prevention Lifeline at (800) 273-TALK (800-273-8255) and ask them to call.
- If the person hangs up, call 911 and provide as much information as possible.

Post-crisis protocols will be handled in accordance with Student Services procedures when the incident involves a student and with Human Resources procedures when the incident involves an employee. See Section 5 for crisis resources.

## 7.12 Serious Injury or Death

Incidents involving serious injury or death will be handled in accordance General Response to an emergency (Section 3.1).

In the event of a serious injury or death, refer to Student Services procedures for notifications and post-crisis intervention for students, and Human Resources for employees.

## 7.13 Civil and Student Unrest

Demonstrations, Disturbances, Marches, Protests, Fights, Riots, Etc.

The greatest concern in the event of a civil disturbance is the potential impact on the safety of students, faculty, and staff. Should a riot or other civil disturbance develop in the community, or on or near the campus, Law Enforcement personnel will be responsible for minimizing the impact.

### 7.13.1 Civil Unrest

#### General Guidelines for civil disturbances

- Avoid the area of disturbance.
- Avoid provoking or obstructing demonstrators.
- Avoid areas with glass doors or windows.
- Follow evacuation procedures if evacuation is ordered.
- Follow Lockdown procedures if activated.
- Do not attempt to confront or talk with individuals causing the disturbance.
- Notify administration if the disturbance is located on or adjacent to school property.
- Call 911 if there is an immediate threat and initiate Lockdown procedures if needed.

### 7.13.2 Student Unrest

#### General Guidelines for student disturbances

- Notify administration.
- Initiate Lockdown procedures if necessary.
- Call 911 if there is an immediate threat.
- Contain the area of unrest if safe to do so.
- Move involved students to an isolated area away from other students.
- Meet with student representatives to resolve issues as appropriate.
- Take notes or use a recorder to document incidents if possible.

### 7.13.3 Student Fights

#### Intervening safely in fights or conflicts

- Monitor for early warning signs of conflicts such as stare-downs, verbal exchanges, posturing, audience information, and other clues that an altercation is about to ensue. Do not wait for the fight to begin before intervening.
- Remain calm and do not draw additional student attention to the incident.
- Get assistance from other faculty or staff members.
- Briefly assess the situation, including the participants, the audience, and your surroundings before moving into the middle of a crowd.
- Watch hands as well as eyes. Remember while a person's eyes may be moving in another direction, their hands may be moving to strike or be moving toward a weapon.
- Identify an escape route and do not be afraid to take it, if necessary.
- Attempt to verbally deescalate the fight.
- Separate students involved to prevent further violence.
- Notify administration.
- Contact Law Enforcement if necessary.

### 7.14 Severe Weather

Severe wind, snow, rain, hail, thunderstorms, and flash floods are not uncommon in Utah.

Tornadoes, while not common, do occur as well. Procedures for dealing with these threats are similar.

Hazardous weather may produce the following:

- Lightening
- Tornadoes
- High wind speeds
- Flash flooding
- Severe hail

#### 7.14.1 General Precautions

- Be alert for weather warnings. All employees and students should monitor local TV/Radio stations, cell phone messages, STECH third party timely warnings, and social media outlets during weather-related emergencies.
- Persons traveling to or leaving campus during hazardous weather conditions should drive with extreme caution.
- Persons traveling around campus by foot or other non-vehicular means should use extreme caution and avoid hazardous weather when able.
- Bring all students, faculty, and staff inside building(s). Move to safe areas.
- Close windows, and blinds, and avoid outside walls.
- Take class roster, and account for all students.
- Be ready to move quickly if a flood threatens.

- Remain in safe areas until warning(s) expire or emergency personnel have issued “all-clear” advisories.

### **7.14.2 Campus Closures**

The decision to close the campus and when to reopen will be made by the STECH president or assigned designee in the absence of the president, and will be based in part on the following criteria:

- Weather forecast (Current and future)
- Number and type of calls through Facilities Department
- Public Safety calls
- Number of accidents (slips/falls, vehicle accidents, injuries)
- Ability to keep walkways, roadways, and parking lots open
- Recommendations by emergency services
- Closures in conjunction with secondary schools

## **7.15 Power Outage**

### **Loss of Power/Electricity**

- There are generators located throughout campus, the generators will usually turn on within several seconds after power is lost and powers life safety equipment (i.e. elevators, hallway lights, etc.).
- Most types of desk telephones will continue to work during a power outage.
- STECH Facilities personnel will call Rocky Mountain Power to find out more information.
- The immediate response is to figure out if the power outage is localized to STECH or if it goes beyond the campus.
- Once the problem has been identified, a time frame is estimated for the return of power. This timeframe can and often will change. This information will be shared as possible throughout the campus.
- Communication methods: STECH’s third-party notification system and the Campus’s Social Media page will send out updates if the outage is determined to last longer than 1 hour.
- Once the length of the outage is determined, an appropriate decision will be made and communication will be shared with the campus community about what will happen and what to expect. There will be several factors that determine whether the campus will remain open or close.

### **What should you do if the power goes out?**

- Ensure personal safety and the safety of others close by. If possible move to an area with more light.

- Wait for about 15 minutes before calling Facilities. The reason for this is that most power outages are short-term. There are immediate actions being taken when power is lost to figure out what caused it and how fast power can be restored, this takes some time.
- If in an elevator when the power goes out, the elevator will return to the ground level and the doors will open. Do not use the elevator when the power is off.

## 8. Additional Safety Programs & Information

In addition to the Health and Safety Plan, several other safety programs, such as the Hazard Communication Program, are available for employees to view on the Employee Hub. These programs can also be made available to the general public upon request.

In compliance with the Utah System of Higher Education, [R262, Student Safety](#), and Utah Code [53B-28-401](#), STECH has developed a campus safety plan to include the following elements:

1. (R262-3.6.1) Policies and Publications related to claims of sexual misconduct, which includes sexual assault, domestic and dating violence, sexual harassment, and stalking can be found within [Section 4.6](#) of the Health and Safety Plan or the [Student Policies](#) or [Student Resources](#) sections of the [college website](#).
2. (R262-3.6.2) Intentional and community resources for a victim of sexual misconduct can be found in the [Title IX Sexual Misconduct and Discrimination](#) page of the [college website](#) or in [Section 4.6](#) or [Section 5](#) of the Health and Safety Plan.
3. (R262-3.6.3) The rights of a victim of a sexual misconduct, including measures the college takes to ensure, unless otherwise provided by law, victim confidentiality throughout all steps in the reporting and response to a covered offense can be found within the STECH [Title IX Policy](#) or by visiting the [Student Policies](#) page of the college website.
4. (R262-3.6.4) The college uses a third party timely warning text messaging and email system to notify students, employees or other community members of campus emergencies, lockdowns, closures or crimes that may pose an ongoing threat to the campus community. Opt-in instructions are provided to students and employees during onboarding and can be viewed on the college website under [Student Resources - Lockdown Procedures](#) page.
5. (R262-3.6.5) Availability, locations, and methods for requesting assistance for a security related concern can be found in [Section 4](#) of the Health and Safety Plan or by visiting the [Report a Safety Concern](#) page of the college website.
6. (R262-3.6.6) Guidance on how a student may contact law enforcement for reporting incidents that occur off campus can be found in [Section 4](#) of the Health and Safety Plan.

7. (R262-3.6.7) The college's efforts related to increasing campus safety, including efforts related to improve the college's response to allegations of sexual misconduct and increased and/or improved services to victims of sexual misconduct for the preceding 18 months and related goals for the upcoming 24 months include:
  - a. Accomplishments
    - i. Implementation of the InformaCast emergency notification system
    - ii. Formation of the Behavioral Assessment Team (BAT)
    - iii. New Lockdown procedures
    - iv. New automated building access and alarm system
    - v. JED Foundation site visit and formation of a JED Committee
    - vi. Title IX training for fulltime personnel
    - vii. Title IX training for coordinators and investigators
    - viii. Online employee diversity training through Vector Solutions LMS
    - ix. Annual active assailant training for faculty and staff
    - x. Lockdown procedures training for students added to the college website
  - b. Goals
    - i. Upgrades and additions to the college surveillance system
    - ii. Continue the building access system by adding additional FOB readers
    - iii. Continued employee training on Title IX, FERPA, and DEI.
    - iv. Additional training of Title IX personnel
    - v. Improve ways students are notified of their Title IX rights
8. (R262-3.6.8) The STECH Safety Committee is made up of various college employees, including but not limited to, Executive Staff, Department Directors, Safety & Emergency Management Specialist, Title IX Coordinator, Faculty and Staff who meet regularly to coordinate and discuss matters of campus safety. The Behavioral Assessment Team (BAT) consists of the Vice President of Student & College Services, Safety & Emergency Management Specialist, Director of Student Affairs, Director of Human Resources and Title IX coordinator. Additional members or resources such as the Cedar City P.D. School Resource Officer can be brought in as needed. The BAT meets quarterly or as needed to address student, employee or visitor behavior that may pose a threat to the campus community.
9. (R262-3.6.9) STECH does not have a campus police department and falls within the jurisdictions of the Cedar City Police Department and the Kanab Police Department, of which the college has an excellent working relationship. The Safety and Emergency Management Specialist acts as a liaison between the surrounding law enforcement agencies and the college. Information regarding off-campus safety can be found in [Section 4](#) of the Health and Safety Plan.
10. (R262-3.6.10) Campus safety training for student organizations as required by Utah Code Section 53B-28-401(5) is accomplished through the Student Services Department utilizing online training through Vector Solutions LMS.









Appendix D. HP&T 2<sup>nd</sup> Floor Life Safety Map





Appendix F. A&T Life Safety Map



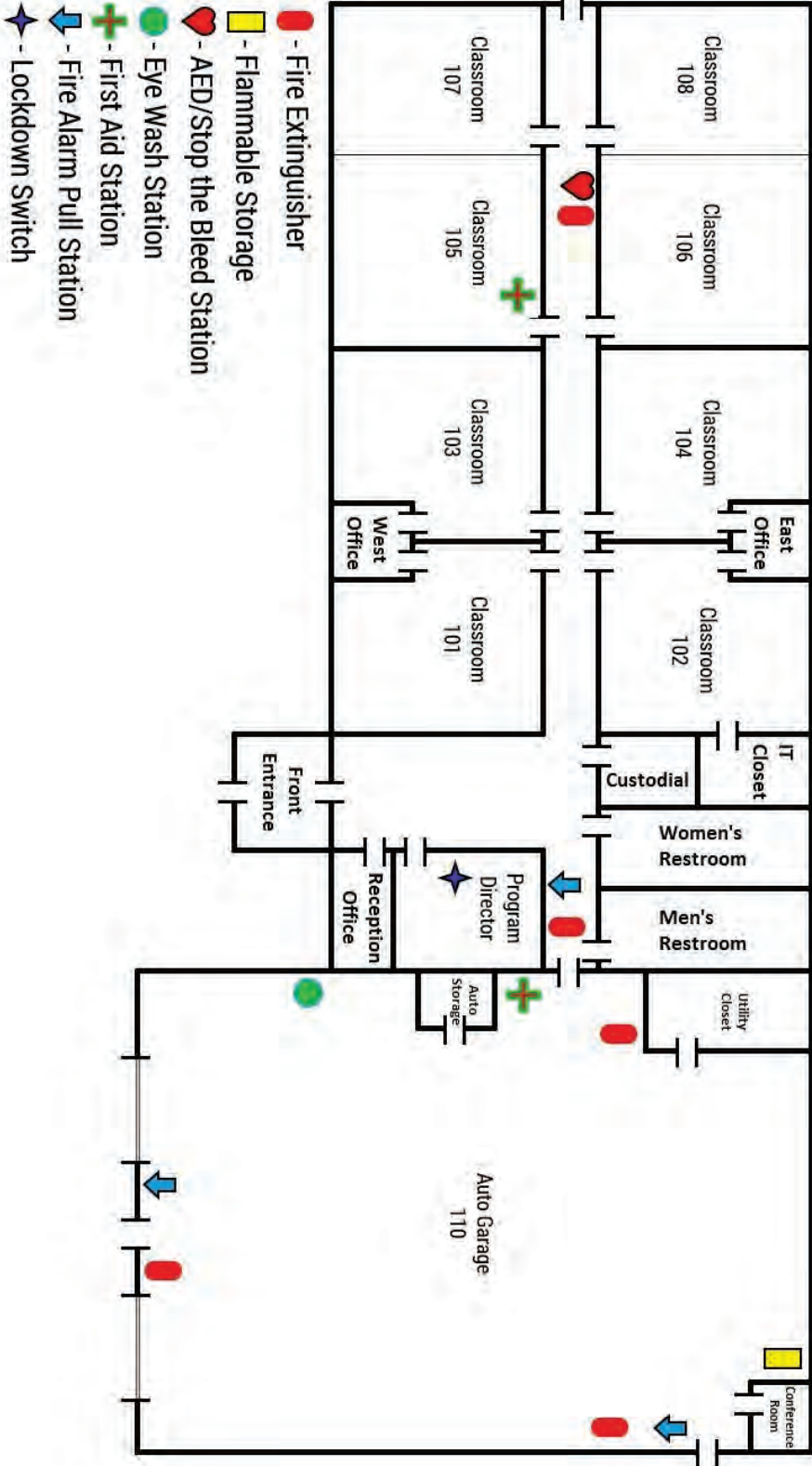
# Automotive & Technology Building Life Safety Map



Appendix G. Kane County Fire & Life Safety Map



# Kane Building Fire & Life Safety Map



# Health and Safety Plan

Version 17.0

Effective Date: June 10, 2019

Revision Date: August 8, 2023

Review Date: September 14, 2023



**SOUTHWEST TECH**  
SOUTHWEST TECHNICAL COLLEGE

435.586.2899  
[www.stech.edu](http://www.stech.edu)



# SOUTHWEST TECH



# 2023 ANNUAL SECURITY REPORT

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Southwest Technical College is required to distribute the following information to all current and potential students and employees. Please take a moment to read the following information. This report is also available on the STECH website: <https://stech.edu/students/consumer-information/>.

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## Contents

MESSAGE FROM THE SOUTHWEST TECHNICAL COLLEGE DIRECTOR OF FACILITIES .....	1
TELEPHONE DIRECTORY.....	2
THE CLERY ACT .....	3
PREPARING THE ANNUAL SECURITY REPORT .....	3
RESPONSIBLE EMPLOYEES .....	4
CAMPUS SECURITY AND EMERGENCY SERVICES PARTNERSHIPS .....	4
INCIDENT REPORTING AND RESPONSE .....	5
REPORTING CRIMINAL OFFENSES TO SOUTHWEST TECH .....	6
PASTORAL/COUNSELOR EXEMPTION .....	7
EMERGENCY RESPONSE .....	7
ACCESS TO CAMPUS FACILITIES .....	7
MAINTENANCE OF CAMPUS FACILITIES .....	8
TIMELY WARNINGS & EMERGENCY NOTIFICATIONS.....	8
EMERGENCY RESPONSE AND EVACUATION PROCEDURES.....	10
CAMPUS SAFETY AND CRIME PREVENTION EDUCATION .....	10
SMOKING, DRUGS, ALCOHOLIC BEVERAGES .....	11
WEAPONS .....	11
SEXUAL MISCONDUCT PREVENTION AND RESPONSE.....	11
DISCIPLINARY ACTIONS AGAINST THOSE WHO COMMIT SEXUAL ASSAULT .....	14
SEX OFFENDER REGISTRATION INFORMATION .....	14
SOURCES FOR CRIME STATISTICS .....	14
OFFENSE DEFINITIONS .....	14
NOTIFICATIONS .....	17
CRIME STATISTICS – Main Campus (Cedar City, UT) .....	18
CRIME STATISTICS – Kane County Campus (Kanab, UT) .....	20





## MESSAGE FROM THE SOUTHWEST TECHNICAL COLLEGE DIRECTOR OF FACILITIES

To the members of the Southwest Technical College community:

I am pleased to present the 2023 Southwest Tech Annual Security Report. This report contains information for the 2022 calendar year and was completed by the Southwest Tech Safety and Emergency Management Specialist and reviewed by the Southwest Tech Safety Committee, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is intended to provide important crime statistics and campus safety information to Southwest Tech students, faculty, staff and visitors. The report compiles data for the previous three years.

Campus safety is a collaborative effort that involves all of our stakeholders. We value the contributions of all those who help make our campus safe. This publication not only serves to communicate mandatory crime statistics, but is also intended to assist future students in selecting Southwest Tech as their college by emphasizing that Southwest Tech is a safe place to learn.

Thank You,

Ryan Fisher, Director of Facilities

## TELEPHONE DIRECTORY

<b>Emergency</b>	911	
Poison Control	(800) 222-1222	
Gas Emergency	(800) 767-1689	
Rocky Mountain Power	(888) 221-7070	
<b>CEDAR CITY</b>		
Southwest Technical College	(435) 586-2899	
Iron County School District	(435) 586-2804	
Police Dispatch	(435) 586-2956	
Fire Department	(435) 586-2964	
Water Department	(435) 586-2968	Ext. 304
Water Emergency (After Hours)	(435) 414-0067	
Cedar City Hospital	(435) 868-5000	
InstaCare	(435) 865-3440	
<b>KANAB</b>		
Southwest Technical College - Cane County ISC	(435) 644-2899	
Kane County School District	(435) 644-2555	Ext. 2
Police Dispatch	(435) 644-5854	
Water Department	(435) 644-2534	
Water Emergency (After Hours)	(435) 689-1845	
Hospital	(435) 644-5811	
<b>RICHFIELD</b>		
Southwest Technical College - Richfield ISC	(435) 893-2255	
Sevier County School District	(435) 896-8214	
Police Dispatch	(435) 896-8484	
Hospital	(435) 893-4100	
<b>BEAVER</b>		
Southwest Technical College - Beaver High School ISC	(435) 438-2301	
Beaver County School District	(435) 438-2291	
Police Dispatch	(435) 438-2862	
Hospital	(435) 438-7100	

## THE CLERY ACT

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101- 542). This amendment required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act in memory of Jeanne Clery, a university student who was killed in her dorm room in 1986. More commonly known as the Clery Act, this law requires colleges and universities to:

- Collect, classify and count crime reports and statistics
- Issue timely campus warnings
- Publish an annual security report
- Submit crime statistics to the Department of Education
- Maintain a daily crime log
- Disclose missing student notification procedures
- Provide fire safety information when required

## PREPARING THE ANNUAL SECURITY REPORT

This annual security report is compiled and prepared by the Southwest Tech Safety and Emergency Management Specialist and reviewed by the Campus Safety Committee, in cooperation with various campus departments, including:

- Administration
- Student Services
- Human Resources
- Facilities Services
- Academics

Security reports and disciplinary referral statistics are collected from the above groups, while statistical information for reported criminal activity that occurs on campus are retrieved from the Cedar City Police Department and Kanab Police Department databases. For purposes of making timely warning reports and the annual statistical disclosure required under Clery, the campus community should report crimes to a responsible employee and the Cedar City Police Department (Cedar City campus) or the Kanab Police Department (Kane County campus).

## RESPONSIBLE EMPLOYEES

Although the reporting of criminal activity directly to the Southwest Tech Safety and Emergency Management Specialist is encouraged, crimes may also be reported to responsible employees. Responsible employees include any college officials who oversee student and campus activities. Responsible employees are charged with forwarding non-identifying information to the Southwest Technical College Safety and Emergency Management Specialist for inclusion in the annual security report, regardless of whether or not the victim chooses to file a report with law enforcement or press charges.

As defined under the Clery Act, responsible employees include college administrators, directors, coordinators, faculty members, Student Services staff and counselors and any campus staff involved in disciplinary proceedings. Reports may be investigated by the Southwest Tech Safety and Emergency Management Specialist and reviewed by the Safety Committee, or investigated by the appropriate college body, such as Title IX personnel, the Behavioral Assessment Team, Student Services Department, or Human Resources Department. In order for criminal charges to be filed, a police report must also be filed with the police department having jurisdiction at the specific campus geographical location.

## CAMPUS SECURITY AND EMERGENCY SERVICES

### PARTNERSHIPS

Southwest Tech does not have a campus police department, nor does the college employ uniformed security personnel. The Safety and Emergency Management Specialist is responsible for handling matters of campus security and for acting as a liaison between Southwest Tech and local law enforcement agencies, of which the college has an excellent working relationship. The Safety and Emergency Management Specialist, along with other designated faculty and staff members, will coordinate with local emergency services during an emergency or other event that requires law enforcement, EMS, or fire services.

Southwest Tech is within the jurisdictions of the Cedar City Police Department (Cedar City Campus) and the Kanab Police Department (Kane County Campus). There are no written memoranda of understandings with either police department. However, both police departments provide law enforcement services to Southwest Tech within their respective jurisdictions.

Security incidents involving matters of Southwest Tech policy violations are handled by administrative and staff personnel in accordance with the employee code of conduct and student code of conduct polices, and the policy regarding due process. The authority to make arrests and conduct criminal investigations lies solely with local, state and federal law enforcement.

The Cedar City Fire Dept. and the Kanab Fire Dept. provide fire and hazmat services with their respective cities. Southwest Tech does not provide, contract, or rent student housing facilities and is therefore not required to provide a fire safety report with the annual security report.

## INCIDENT REPORTING AND RESPONSE

Campus community members are strongly encouraged to immediately report criminal and suspicious activity occurring on Southwest Tech property to Southwest Tech responsible employees. Reports can be made directly to any staff member, to the Title IX Coordinator, the Deputy Title IX Coordinator, or the Safety and Emergency Management Specialist. Reports of criminal activity should also be made to the Police Department having jurisdiction at the campus geographical location (Cedar City Police Department or Kanab Police Department).

Persons wishing to submit an anonymous tip regarding a crime or safety concern to Southwest Tech can visit the college website under the *College Info* dropdown tab or by clicking the link provided, <https://stech.edu/contact/safety/>. Faculty members may report troubling or suspicious student behavior to the Southwest Tech Behavioral Assessment Team (BAT) by visiting the online employee hub and completing the automated *Report A Student Concern* form. The BAT will conduct a follow-up investigation to determine the best course of action to resolve the concern, or may transfer the investigation to the appropriate resource, e.g., Human resources, the Title IX Coordinator, or Law Enforcement.

Southwest Tech team members endeavor to respond to security, behavioral, fire, medical and environmental issues supporting public safety, fire, emergency medical system and other emergency response agencies. Volunteer employees are assigned to various response teams based on their experience, training, and certification, which lends support and leadership to each unique situation. Students and visitors are urged to contact any employee of the college to initiate the emergency response process.

## REPORTING CRIMINAL OFFENSES TO SOUTHWEST TECH

Faculty, staff and students are encouraged to report any criminal offenses on campus directly to a college official; in an emergency (police, fire or medical), call 911. Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the college’s facilities should be reported to a college official.

In addition, you may report gender-based crimes or discrimination to the following:

- Title IX Coordinator.....435-865-3964
- Deputy Title IX Coordinator.....435-865-3903

If a reporting party would like the details of an incident to be kept confidential, the reporting party may speak with:

- On-campus:
  - Title IX Coordinator (students)
  - Deputy Title IX Coordinator (employees)
- Off-campus
  - Licensed professional counselors
  - Local rape crisis counselors
  - Domestic violence resources
  - Local or state assistance agencies
  - Clergy/Chaplains

All of the above-listed individuals must maintain confidentiality except in extreme cases of immediacy of threat or danger, or abuse of a minor. College employees listed above must submit anonymous statistical information for Clery Act purposes unless they believe it would be harmful to the reporting party.<sup>1</sup>

The purpose of a confidential report is to comply with an involved party’s wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the college can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Federal legislation

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<sup>1</sup> Southwest Technical College Harassment, Nondiscrimination, and Equal Opportunity Policy (<https://stech.edu/students/policies/>).

requires the inclusion of certain crimes, including allegations of crimes made in good faith in the college's annual statistical report.

For off-campus offenses, the college encourages prompt reporting to the local Law Enforcement agency having geographical jurisdiction where the incident occurred.

## PASTORAL/COUNSELOR EXEMPTION

Although exempt from the reporting requirements of the Clery Act, pastoral and professional mental health counselors are encouraged to refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual statistics, especially if the incident is part of a pervasive threat to the campus community. The college, as well as campus officials, will assist students with notification to the proper law enforcement authorities, if appropriate. It is the college's goal to provide assistance wherever the report is made.

## EMERGENCY RESPONSE

Southwest Tech has developed and follows a comprehensive Health and Safety Plan to facilitate appropriate responses to emergency situations. Copies of the Health and Safety Plan and the Physical Resources and Technical Infrastructure Plan are available by request by contacting the Safety and Emergency Management Specialist, or by visiting the Southwest Tech website.

## ACCESS TO CAMPUS FACILITIES

During business hours, the college will be open to students, parents, employees, contractors, guests, and invitees.

Access to campus facilities outside of normal business hours varies. The corresponding Director or Coordinator is responsible for determining access to the facilities under their control. It is unlawful for any person to trespass on the grounds of any state of Utah institution of higher education or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses or flowers on the grounds of such institutions.

Southwest Tech's Board of Directors and/or its authorized representatives may refuse to allow persons having no legitimate business to set foot on or enter property under the board's control. Persons who, upon request, refuse to leave peaceably may be removed from the property. Identification may be required of any person on property owned or operated by Southwest Technical College.

## MAINTENANCE OF CAMPUS FACILITIES

The Southwest Tech Facilities Department maintains campus buildings and grounds with a concern for safety and security. These facilities are inspected regularly. They respond promptly to reports of potential safety and security hazards, such as broken windows and locks, and make prompt repairs to any other safety challenges when needed. Students as well as employees are encouraged to immediately report all accidents, injuries and hazards to the Southwest Tech Safety and Emergency Management Specialist, a responsible employee or by calling 435-586-2899. Persons can also visit the college website under the *College Info* dropdown tab or by clicking the link provided, <https://stech.edu/contact/safety/>.

Southwest Tech Instructional Service facilities are maintained by and follow the policies of their respective partnering education entities. The local police, sheriff or fire departments respond promptly to phone calls and alarms.

## TIMELY WARNINGS & EMERGENCY NOTIFICATIONS

The Clery Act requires that each campus provide a "timely warning" to the college community concerning the occurrence of a Clery crime that the college believes represents a pervasive threat to the Campus community. Parties reporting a crime should be aware that under the Clery Act, College administrators must issue timely warnings for incidents reported to them that pose a substantial threat of bodily harm or danger to members of the campus community. The College will endeavor to ensure that a victim's name and other identifying information are not disclosed, while still providing enough information for community members to make safety decisions in light of the potential danger.

The amount and type of information that the college will disclose in a timely warning report will vary depending on the circumstances of each case. In general, whenever a report of a violent crime against a person or a major crime against property on campus is received, and it is determined by the responsible staff and/or administrative members that the report represents a pervasive threat to the safety of the campus community, the Safety and Emergency Management Specialist, or another designated employee, must issue a Campus Crime Alert. The alerts will be sequentially numbered, beginning January 1 of each year, and should include the following details of the crime, if available:

- A succinct description of the incident
- A physical description of the suspect, including apparent gender and apparent race
- Composite drawing of the suspect, if available



- Apparent connection to previous incidents, if applicable
- Race of the victim, if relevant
- Sex of the victim, if relevant
- Injury sustained by the victim
- Date and time the campus crime alert was released

The warning will be distributed utilizing one or more of the following systems:

- Overhead/intercom public announcement
- Posted fliers
- Email and text messages
- Southwest Technical College main website: <https://stech.edu/>
- Southwest Tech Facebook <https://www.facebook.com/stechcollege> and Twitter <https://twitter.com/stechcollege> accounts
- Press release as authorized by the College President
- Third party notification system

Upon confirmation of a serious or emergency situation that poses an immediate threat to the health or safety of the campus community, a campus-wide notice will be disseminated via text messaging and email services, unless issuing a notification will, in the judgment of the responding authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Events that qualify for emergency notifications include, but are not limited to, the following:

- Extreme weather conditions
- Earthquake
- Gas leak
- Terrorist incident
- Armed intruder
- Bomb threat
- Civil unrest or rioting
- Explosion
- Nearby chemical or hazardous waste spill
- Aircraft crash
- Fire
- Actions in accordance with the Standard Response Protocol, e.g., Lockdown Actions.

In order for the emergency notification system to effectively make notifications, students and staff are encouraged to keep all contact information updated with Student Services (for students) or Human Resources (for employees). The opt-in instructions for the emergency notification system are provided to students and employees during the orientation and onboarding process, and reminders are provided throughout the year via digital reader boards.

## EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The campus Health and Safety Plan, which incorporates the campus Emergency Action Plan, provides the framework for an organized response to various human-caused and natural emergency situations. The Health and Safety Plan can be viewed on the college website or web-based employee hub. The campus Health and Safety Plan and corresponding evacuation guidelines have been developed for specific programs and buildings, which provide specific evacuation procedures. It is recommended that students and staff members become familiar with these plans and procedures prior to an emergency.

Southwest Tech conducts numerous emergency response exercises each year, such as tabletop drills, field exercises and drills, and tests of the emergency notification system. These exercises are designed to assess and evaluate the emergency plans and capabilities of Southwest Tech. Mandatory drills include fire, earthquake and lockdown drills.

## CAMPUS SAFETY AND CRIME PREVENTION EDUCATION

The Southwest Tech Safety Committee consists of various employees throughout the campus community and meets regularly to discuss matters of safety and to coordinate college resources to provide our students and employees a safe environment to learn and work. The Safety Committee and Student Services department actively participate in efforts to educate the college community about crime awareness, personal safety and student wellbeing. Campus safety information on various topics is provided for students and staff annually, and upon request throughout the year.

Information, workshops, and online training covering a variety of topics are available, including office and classroom safety, sexual assault and rape prevention, workplace violence, internal threat and active shooter training, emergency evacuation and campus emergency procedures training. Office and classroom safety surveys are also conducted periodically, and can be requested at any time.

While Southwest Tech responsible employees may offer advice and assistance regarding campus safety, all members of the campus community are encouraged to take responsibility for their own safety and, when possible, assist others. All members of the college community are encouraged to use common sense, be proactive, and take precautions. To prevent unauthorized access to campus buildings, doors should not be propped open, left unlocked, or opened for any unknown person. Keys should be kept secure and the loss or theft of keys should be reported to the Director of Facilities immediately. Crimes or suspicious circumstances should be reported to any staff or faculty member immediately.

## SMOKING, DRUGS, ALCOHOLIC BEVERAGES

Southwest Tech follows the Utah Clean Air Act. Violators may be subject to disciplinary action and to prosecution by local law enforcement authorities. The possession and consumption of alcohol is also prohibited. In addition, Southwest Tech has adopted and enforces a drug and alcohol-free workplace policy. Southwest Tech shall provide a safe and productive work and educational environment that is free from the effects of the possession, use and distribution of illicit drugs and alcohol. A copy of this policy is available in Student Services.

## WEAPONS

Southwest Tech complies with Utah State law and the Utah Safe Schools policy regarding weapons on campus. Illegally possessing, using, selling or attempting to sell any firearm, facsimile of a firearm, knife, explosive device or firework, chemical weapons, flammable materials, martial arts weapons, or other instruments including those that eject anything, or any other dangerous object which, when used as a weapon, can inflict bodily harm on or around school property, school activities or functions are all prohibited.

## SEXUAL MISCONDUCT PREVENTION AND RESPONSE

Southwest Technical College is dedicated to responding swiftly and appropriately to allegations of sexual misconduct, and the college adheres to all relevant Title IX regulations and policies. Policies and procedures regarding sexual misconduct, harassment and other safety concerns can be viewed under the Student Resources and Student Policies sections of the college website. The college website also provides instructions and links to report Title IX offenses and includes institutional and community resources for victims of sexual misconduct.

The college partners with community organizations like Canyon Creek Services, local law enforcement, and Southwest Behavioral Health, for services for victims of sexual assault. The

college does not have a counseling center or any health-related services on campus, but has an excellent working relationship with these organizations, and looks forward to continued collaborations in support of Southwest Tech students.

State law defines various violent and/or non-consensual sexual acts as crimes. While some of these acts may have parallels in criminal law, Southwest Tech has defined categories<sup>2</sup> of sex/gender discrimination as sexual misconduct, for which disciplinary action under College policy may be imposed. Generally speaking, Southwest Tech considers Non-Consensual Sexual Intercourse violations to be the most serious of these offenses, and therefore typically imposes the most severe sanctions, including suspension or expulsion for students and termination for employees. However, Southwest Tech reserves the right to impose any level of sanction, ranging from a reprimand up to and including suspension or expulsion/termination, for any act of sexual misconduct or other sex/gender-based offenses, including intimate partner (dating and/or domestic) violence, non-consensual sexual contact and/or stalking based on the facts and circumstances of the particular allegation. Acts of sexual misconduct may be committed by any person upon any other person, regardless of sex, sexual orientation and/or gender identity of those involved.

Southwest Technical College does not tolerate sex offenses in any form, including sexual assault, sexual misconduct, harassment, exploitation, stalking, or intimidation. Reports of sex offenses may be made to a responsible employee, the Title IX Coordinator, the Deputy Title IX Coordinator, the Cedar City Police Department; the Kanab Police Department; the Southwest Tech Safety and Emergency Management Specialist, the Director of Student Affairs, the Human Resources Director, or any responsible employee.

Sex offenses can be addressed both through Southwest Tech administrative procedures and through the criminal justice system. Any criminal proceeding is entirely separate from administrative proceedings of Southwest Tech. Internal investigations are conducted in accordance with Southwest Tech policy.

Law Enforcement officials are responsible for the identification, collection and preservation of evidence, which is essential to the successful prosecution of most sex offenses. It is crucial that the police department be contacted as soon as possible. Reporting the crime to law enforcement also allows action that may prevent further victimization, can lead to the

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<sup>2</sup> Southwest Technical College Harassment, Nondiscrimination, and Equal Opportunity Policy (<https://stech.edu/students/policies/>).

apprehension of the suspect, and provides the opportunity to have the incident documented for more accurate statistical recording.

If a person does not wish to make a report to the police, they are still encouraged to seek professional medical advice. (Please note that all healthcare providers are legally required to report all cases of suspected sexual or physical assault to law enforcement.)

Sexual assault is a growing concern on college and university campuses. Southwest Tech is fortunate to have a relatively low rate of sexual assault. However, one is too many and it is understood that many sexual assaults go unreported. In an effort to assist victims of sexual assault, the following information is made available:

Police and Rape Crises Centers are trained to assist victims with medical help and counseling at this time of crisis. The following procedures should be followed if someone is a victim of a sex offense:

- A report should be made immediately to the police
- Medical attention should be sought, if needed
- The victim should not change clothes or shower
- No items should be disturbed in the place the attack occurred
- A Victim’s Advocate, friend or relative can be contacted to be with the victim
- If desired, the victim may request a change in their academic situation. The Title IX Coordinator should be contacted to assist and discuss options.
- If the victim does not want to contact the police, the following list of resources is provided:
  - Canyon Creek Services.....435-233.5732
    - Rape/Sexual Assault Crisis Line.....800-421-1100
  - Intermountain Specialized Abuse Treatment (ISAT) Center (Counseling).....435-586-5966
  - Utah Coalition Against Sexual Assault (UCASA).....866-878-2272
  - National Domestic Violence Hotline.....800-799-7233

If a victim does not wish to make a report with the police, they are encouraged to consider filing a confidential report with Southwest Tech for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the Southwest Tech Title IX Coordinator or Deputy Title IX Coordinator. The information can enhance campus safety by

allowing Southwest Tech to keep a more accurate record of crimes, helping to determine whether a pattern of crime exists, and alerting the campus to potential danger.

## DISCIPLINARY ACTIONS AGAINST THOSE WHO COMMIT SEXUAL ASSAULT

A student suspected of an alleged sex offense is subject to both criminal prosecution and disciplinary action under Southwest Tech policy. Disciplinary action can be initiated even if criminal charges are not pursued. Both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding, and both shall be informed simultaneously of the outcome.

## SEX OFFENDER REGISTRATION INFORMATION

The Federal Campus Sex Crimes Prevention Act (amends 42 United States Code 14071), and the Utah Sex Offender Registration Act (77-27-21.5, U.C.A.) requires institutions of higher learning to issue a statement in their annual security report detailing where members of their campus community can obtain information concerning registered sex offenders. It also requires sex offenders who are required to register under state law, to provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides.

Members of the public may access sexual offender information through the local Police Department or by searching online public sexual offender databases.

Individuals wishing to learn additional information about registered sex offenders may go to the [Utah Department of Corrections Sex Offender Registry website](#).

## SOURCES FOR CRIME STATISTICS

This report contains statistics compiled from reports received from the Cedar City Police Department, the Kanab Police Department, Human Resources, Student Services and other responsible employees.

## OFFENSE DEFINITIONS

Per the Clery Act, crimes are classified based on the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting Handbook (UCR). For sex offenses only, the definitions used are from the FBI's National Incident-Based Reporting System (NIBRS) edition of the UCR. Hate

crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection. Although the law states that institutions must use the UCR for defining and classifying crimes, it doesn't require Clery Act crime reporting to meet all UCR standards.

- **Murder**: The willful killing of one human being by another.
- **Negligent Manslaughter**: The killing of another person through negligence.
- **Robbery**: The taking, or attempting to take, anything of value from a person by force, or threat of force or violence and or by putting the victim in fear of immediate harm.
- **Burglary**: The unlawful entry into a building or other structure with the intent to commit a Felony or a theft.
- **Aggravated Assault**: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.
- **Larceny Theft**: The unlawful taking of property from the possession of another.
- **Motor Vehicle Theft**: The theft or attempted theft of a motor vehicle (includes joyriding).
- **Liquor Law Violations**: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcohol. (Does not include DUI)
- **Drug Abuse Violations**: The violation of state and local laws to include unlawful possession, sale, and/or use of narcotic drugs such as cocaine, marijuana, methadone, etc.
- **Weapon Law Violations**: The unlawful possession of deadly weapons – concealed or openly carried.
- **Forcible Sex Offense**: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, including forcible rape, forcible sodomy, forcible fondling, etc.
- **Non-Forcible Sex Offenses**: Unlawful, non-forcible sexual intercourse to include incest and statutory rape, (someone under the statutory age of consent).
- **Hate Crimes**: any of the aforementioned offenses, larceny, simple assault, intimidation and vandalism reported to local police agencies or to a responsible employee that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Categories of bias are: race, gender, religion, sexual orientation, ethnicity/national origin, or disability.

- **Domestic Violence:** Any criminal offense involving violence or physical harm or threat of violence or physical harm, or any attempt, conspiracy, or solicitation to commit a criminal offense involving violence or physical harm, when committed by one cohabitant against another. “Domestic violence” also means commission or attempt to commit, any of the following offenses by one cohabitant against another:
  - aggravated assault, as described in Section [76-5-103](#);
  - assault, as described in Section [76-5-102](#);
  - criminal homicide, as described in Section [76-5-201](#);
  - harassment, as described in Section [76-5-106](#);
  - electronic communication harassment, as described in Section [76-9-201](#);
  - kidnapping, child kidnapping, or aggravated kidnapping, as described in Sections [76-5-301](#), [76-5-301.1](#), and [76-5-302](#);
  - mayhem, as described in Section [76-5-105](#);
  - sexual offenses, as described in Title 76, Chapter 5, Part 4, Sexual Offenses, and Section [76-5b-201](#), Sexual Exploitation of a Minor;
  - stalking, as described in Section [76-5-106.5](#);
  - unlawful detention or unlawful detention of a minor, as described in Section [76-5-304](#);
  - violation of a protective order or ex parte protective order, as described in Section [76-5-108](#);
  - any offense against property described in Title 76, Chapter 6, Part 1, Property Destruction, Part 2, Burglary and Criminal Trespass, or Part 3, Robbery;
  - possession of a deadly weapon with intent to assault, as described in Section [76-10-507](#);
  - discharge of a firearm from a vehicle, near a highway, or in the direction of any person, building, or vehicle, as described in Section [76-10-508](#);
  - disorderly conduct, as defined in Section [76-9-102](#), if a conviction of disorderly conduct is the result of a plea agreement in which the defendant was originally charged with any of the domestic violence offenses otherwise described in this Subsection (4). Conviction of disorderly conduct as a domestic violence offense, in the manner described in this Subsection (4)(o), does not constitute a misdemeanor crime of domestic violence under 18 U.S.C. Section 921, and is exempt from the provisions of the federal Firearms Act, 18 U.S.C. Section 921 et seq.; or
  - child abuse as described in Section [76-5-109.1](#).



- **Dating Violence:** intentionally or knowingly:
  - causing or attempting to cause physical harm to a dating partner; or
  - placing a dating partner in reasonable fear of imminent physical harm.
- **Stalking:** acts in which the actor follows, monitors, observes, photographs, surveils, threatens, or communicates to or about a person, or interferes with a person's property:
  - directly, indirectly, or through any third party; and
  - by any action, method, device, or means; or
  - when the actor engages in any of the following acts or causes someone else to engage in any of these acts:
    - approaches or confronts a person;
    - appears at the person's workplace or contacts the person's employer or coworkers;
    - appears at a person's residence or contacts a person's neighbors, or enters property owned, leased, or occupied by a person;
    - sends material by any means to the person or for the purpose of obtaining or disseminating information about or communicating with the person to a member of the person's family or household, employer, coworker, friend, or associate of the person;
    - places an object on or delivers an object to property owned, leased, or occupied by a person, or to the person's place of employment with the intent that the object be delivered to the person; or
    - uses a computer, the Internet, text messaging, or any other electronic means to commit an act that is a part of the course of conduct.

## NOTIFICATIONS

Each year, an e-mail notification is made to all current students, faculty, and staff providing the web site to access this report. Prospective students and employees may obtain a copy of the report from the Southwest Technical College main office at 757 West 800 South, by calling 435-586-2899, or visiting the website: <https://stech.edu/students/consumer-information/>.

## CRIME STATISTICS – Main Campus (Cedar City, UT)

STECH Cedar City Campus Crime Report						
	2020		2021		2022	
	On-Campus	Public Property	On-Campus	Public Property	On-Campus	Public Property
<b>Criminal Offenses</b>						
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
<b>VAWA Offenses</b>						
Domestic Violence	1	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
<b>Arrests</b>						
Weapons	0	0	0	0	1	0

Drug abuse violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0
<b>Disciplinary Actions</b>						
Weapons	0	0	0	0	2	0
Drug abuse violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0

HATE CRIMES	UNFOUNDED CRIMES
2020 – No hate crimes reported.	2020 – No unfounded crimes reported.
2021 – No hate crimes reported.	2021 – No unfounded crimes reported.
2022 – No hate crimes reported.	2022 – No unfounded crimes reported.

## CRIME STATISTICS – Kane County Campus (Kanab, UT)

STECH Kane County Campus Crime Report						
	2020		2021		2022	
	On-Campus	Public Property	On-Campus	Public Property	On-Campus	Public Property
<b>Criminal Offenses</b>						
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
<b>VAWA Offenses</b>						
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
<b>Arrests</b>						
Weapons	0	0	0	0	0	0

Drug abuse violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0
<b>Disciplinary Actions</b>						
Weapons	0	0	0	0	0	0
Drug abuse violations	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0

HATE CRIMES	UNFOUNDED CRIMES
2020 – No hate crimes reported.	2020 – No unfounded crimes reported.
2021 – No hate crimes reported.	2021 – No unfounded crimes reported.
2022 – No hate crimes reported.	2022 – No unfounded crimes reported.



# SOUTHWEST TECH



Southwest Technical College -  
Main Campus  
757 W 800 S  
Cedar City, UT 84720  
435-586-2899

Southwest Technical College -  
Kane County Campus  
733 S Cowboy Way  
Kanab, UT 84741  
435-644-2899





TOOELE TECHNICAL COLLEGE

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# Health and Safety Plan

**2023-2024**

## Important Contact Information

**911** For all Emergencies

**Ext. 1820** For Non-life threatening emergencies and Security Concerns: Call TTECH Facilities Director at 435-248-1820



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## Table of Contents

Introduction .....	4
1. Emergency Response Committee.....	4
2. Standard Response Protocol .....	4
3. Emergency Notification, Campus Closures and Threats to the Campus Community..	4
4. Instructor Responsibility .....	4
5. Student Responsibility.....	4
6. Employee Responsibility .....	5
7. Procedures for Investigating Incidents .....	5
8. Safety Resources.....	5
9. Medical Emergencies.....	5
10. Behavioral Disturbance .....	5
11. Fire .....	6
12. Earthquake .....	6
13. Environmental Hazards.....	6
14. Active Shooter or Threatening Person .....	6
15. Weapons and Firearms.....	7
16. Bomb Threat .....	7
17. Campus Safety Regarding Sexual Assault, Domestic and Dating Violence or Stalking (Covered Offense).....	8
17.1 Policies Related to a Covered Offense.....	8
17.2 College and Community Resources for a Victim of a Covered Offense.....	8
17.3 The Rights of a Victim of a Covered Offense .....	8
17.4 Availability, Locations and Methods for Requesting Assistance of Security Personnel.....	8
17.5 Guidance on How a Student can Contact Law Enforcement for Incidents that Occur Off Campus .....	9
17.6 Efforts Related to Increasing Campus Safety.....	9
17.7 Coordination and Communication Between Institution Resources and Organizations.....	10

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## **Introduction**

Health and Safety at the Tooele Technical College (Tooele Tech) complies with all federal and state laws, and relevant institutional and industrial regulations, policies and procedures. This plan is intended to promote a safe, secure, healthful learning and work environment. The plan outlines the protocol for the management of the health and safety of employees, students and guests in cases of accidents, fire safety, emergency and evacuation, security and safety on campus (procedures found in Emergency Procedures Plan).

### **1. Emergency Response Committee**

Tooele Tech's Emergency Response Committee reviews the components of the Health and Safety Plan on a regular basis. In addition, the committee reviews State Risk Management audits, incident reports that are filed at the College, and other safety concerns as they arise.

### **2. Standard Response Protocol**

Tooele Tech participates in the nationally recognized *Standard Response Protocol* program created to provide a consistent language and series of actions for students, staff and first responders during a crisis. Students and College employees receive and review Standard Response Protocols during their new student or new employee orientation session.

There are 3 actions:

- Lockout – “Secure the Perimeter”
- Evacuate – “To the East side of the Flag Pole”
- Shelter – “For a Hazard Using a Safety Strategy”

### **3. Emergency Notification, Campus Closures and Threats to the Campus Community**

Tooele Tech sends out notifications through text, email, Tooele Tech website, and updates the main office phone message. Tooele Tech administration regularly tests the system to verify that it meets our needs. Employees and students are responsible to ensure that their contact information is up-to-date and accurate.

### **4. Instructor Responsibility**

Instructors oversee safety training for students and enforcement of safety in the classroom, lab and shop areas. Instructors lead safety training during orientation, specific courses, or as safety concerns arise. Students must comply with safety training and practices. Students are not to be transported to a medical facility or home by employees.

### **5. Student Responsibility**

Safety instruction is an integral part of Tooele Tech programs and it is the student's responsibility to adhere to institutional policy and procedures relating to student conduct

and campus health and safety. Students are responsible for personal safety and the safety of others in their area of training and for immediately reporting and/or resolving any health, safety or security concerns to their instructor. Violation of these standards may result in the imposition of sanctions or discipline.

## **6. Employee Responsibility**

As defined in the Occupational Safety and Health Act, P.L. 91-596 of 1970, all persons are required to understand the safety and health requirements of their specific area of training and employment. Safety instruction is an integral part of Tooele Tech programs and it is the student's responsibility to adhere to institutional policy and procedures relating to student conduct and campus health and safety. Employees are responsible for personal safety and the safety of others in their area of training and for immediately reporting and/or resolving any health, safety or security concern to their supervisor and Human Resources. Violation of these standards may result in the imposition of sanctions or discipline.

## **7. Procedures for Investigating Incidents**

All incidents on campus are followed-up with an incident report, which allows the Tooele Tech Emergency Response Committee and Human Resources to document the incident, evaluate the response and determine if further action is needed. Incident reports are filled out by instructors, staff or students and can be found on the Tooele Tech website.

## **8. Safety Resources**

Program specific safety resources such as sharps disposal, Safety Data Sheets, blood borne pathogen kits, eye protection, hand protection, hearing protection, and eye wash stations are located in specific areas. Evacuation maps are posted throughout building and first aid kits are available in each classroom and office area. Automated External Defibrillators (A.E.D) are available on the 1<sup>st</sup> floor hallway by the nursing classrooms, and the hallway between Welding and Diesel classrooms, and on the 2<sup>nd</sup> floor hallway outside of the Nails classroom.

## **9. Medical Emergencies**

Report all minor medical emergencies to your instructor or supervisor. If it is a serious or life threatening medical emergency immediately call **911** and send someone to notify the front desk.

## **10. Behavioral Disturbance**

A behavioral disturbance can be either verbal or physical. If you observe any type of behavioral disturbance or suspicious behavior on campus, report your specific observations to your direct supervisor and the Facilities Director **435-248-1820**.

## 11. Fire {Evacuate}

Pull one of the fire alarms that are located at all exits. Vacate the building immediately according to the Evacuation Plan for your area. The meeting area is the flagpole. Instructors and staff will account for all personnel to make sure they are safely out of the building. If quickly accessible, you may take personal items. Do not return to the building until an “all clear” has been given and the alarm ceases. Call 911 to report fires or emergencies.

## 12. Earthquake {Shelter in Place, if safe, Evacuate}

Take cover under a desk, table or in a doorway; or stand close to the wall in a hallway. Stay away from windows. Remember to wait for **TWO MINUTES** after tremors stop and then evacuate as per fire drill instructions.

## 13. Environmental Hazards

Blood Spills:

If you see blood that has been spilled onto the floor or other surfaces, notify your instructor or another College employee. Do not attempt to clean up the blood yourself or allow others to do so.

If you are exposed to another person’s blood or other bodily fluids:

- For a skin exposure or blood that comes in contact with an open wound, wash the area thoroughly with soap and water.
- For a blood splash to the eyes, nose or mouth rinse copiously with tap water.
- Report any blood exposures to your instructor or another College employee.

Other Hazardous Materials:

Other hazardous materials or substances can be in the form of chemical spills, natural gas leaks or other materials. If you smell or see a substance that you feel may be hazardous, stay away from the substance and direct others away from the immediate area. Do not touch or attempt to clean up an unidentified substance. If evacuation is necessary, the fire alarm will be activated. Evacuate the facility per fire drill instructions.

- Contact Facilities Director 435-248-1820
- If Facilities Manager is not available call **911**

## 14. Active Shooter or Threatening Person {Lock Down}

If you observe someone appearing to be threatening with a weapon, other dangerous device, hear a possible gunshot, or feel lives are in danger:

- Put Building into Lockdown and call 911. If there is a direct exit use it. Do not enter the hallways. Do not pull fire alarm. If there is not a direct exit then follow the Lockdown procedure, Locks, Lights, Out of Sight. Move to a classroom or office, lock the doors, make sure the lights are turned off and stay clear of doors and windows. Remain inside the room and await further directions.

- If the assailant attempts to enter your area or back you into a corner, then fight back using any means available (as stated in Utah Code 76-2-402).
- If the police arrive, follow all instructions and keep your hands visible.
- The campus building may be sealed as a crime scene and no one will be allowed to enter the building until further notification.

## 15. Weapons and Firearms

By Utah law, Section [76-10-505.5](#), a person may not possess any dangerous weapon, firearm, or short barreled shotgun, as those terms are defined in Section [76-10-501](#), at a place that the person knows, or has reasonable cause to believe, is on or about school premises as defined in this section.

However, there are exceptions to this law and a person is authorized to possess a firearm as provided under Section [53-5-704](#), [53-5-705](#), [76-10-511](#), or [76-10-523](#), or as otherwise authorized by law.

List of exceptions:

- Person has a permit to carry a concealed firearm (the firearm should be concealed)
- Law enforcement
- Federal law enforcement
- U.S Marshal
- Judges

Definitions:

- “On or about school premises”
  - Is defined as: In a public or private elementary school, secondary school, and public or private institution of higher education. This includes all property and school grounds.
- “Dangerous weapon”
  - A firearm; or
  - An object that in the manner of its use or intended use is capable of causing death or serious bodily injury.
- “Concealed firearm”
  - Firearm that is covered, hidden, or secreted in a manner that the public would not be aware of its presence.
  - Readily accessible for immediate use.

## 16. Bomb Threat

If you find a suspicious package:

- Do not touch it or use cell phones near the package.
- Ask everyone to stay clear of the item
- Call **911** follow their direction and notify the Facilities Director as soon as possible.

## **17. Campus Safety Regarding Sexual Assault, Domestic Violence, Dating Violence or Stalking (Covered Offense)**

Tooele Tech is committed to providing options, support and assistance to victims/ survivors of sexual assault, domestic violence, dating violence, and stalking. The College does not tolerate sex offenses in any form, including sexual assault, sexual misconduct, harassment, exploitation, or intimidation.

In this section of the Health and Safety Plan, sexual assault, domestic or dating violence and stalking are referred to as a covered offense. This plan specifically addresses the following:

### **17.1 Polices Related to a Covered Offense**

Policies are located on the Tooele Tech website at <https://tooeletech.edu/current-students/title-ix-contacts-and-policy/> and include the following:

- College Security and Crime Awareness Policy
- Student Code of Conduct and Discipline Police
- Student Grievance Policy

### **17.2 College and Community Resources for a Victim of a Covered Offense**

Reports of sex offenses may be made to the Tooele City Police Department, or any staff member. Staff members should immediately report this information to the Facilities Director or to their supervisor in his absence. The Facilities Director will confer with the Title IX Coordinator (VP of Student Services) to provide resources to the victim.

Internal Resources:

- Tooele Tech Title IX Coordinator (VP of Student Services)
- Director of Student Services

External Resources:

- Tooele City Police Department (435-882-8900)
- Citizens Against Physical and Sexual Abuse (CAPSA) – Pathways (435-843-1677)
- Rape/Sexual Assault Crisis Line ( 888-421-1100)
- Domestic Violence & Sexual Assault Victim Advocacy (DVSAVA) (435-882-6888)
- Utah Coalition Against Sexual Assault (UCASA) (866-878-2272)
- Mountain West Medical Center (435-843-3600)

### **17.3 The Rights of a Victim of a Covered Offense**

Victims and witnesses have rights covered under Utah Code Title 77-37 Victims' Rights. Tooele Tech takes measures to ensure victim confidentiality throughout all steps in the reporting and response to a covered offense.

### **17.4 Availability, Locations and Methods for Requesting Assistance of Security Personnel**

The College does not employ College security officials; however, administrative, instructional or support staff is available at all times classes are in session to assist students.

Requests for assistance can be made to any staff member by any means - in person or electronically. Staff members should immediately report or forward this information to Facilities Director or to their supervisor in his absence. Supervisors should report this information to their Director or VP. These administrators will determine the appropriate response following procedures outlined in the Safety and Annual Security Report required by the Clery Act.

### **17.5 Guidance on How a Student Can Contact Law Enforcement for Incidents that Occur off Campus**

The College is committed to providing options, support and assistance to victims/survivors of sexual assault, domestic violence, dating violence, and stalking. The College does not tolerate sex offenses in any form, including sexual assault, sexual misconduct, harassment, exploitation, or intimidation.

In an effort to assist victims of sexual assault, the following information is made available:

Police and Rape Crisis Centers are trained to assist victims with medical help and counseling at this time of crisis. The following procedures should be followed if someone is a victim of a sex offense:

A report should be made immediately to their local police department

- Tooele City Police (435-882-8900)
- Grantsville City Police (435-884-6881)
- Stockton City Police (435-882-5600)
- Medical attention should be sought, if needed
- The victim should not change clothes or shower
- No items should be disturbed in the place the attack occurred
- A Victim's Advocate, friend or relative can be contacted to be with the victim

If the victim does not want to contact the police, the following list of resources is provided:

- Citizens Against Physical and Sexual Abuse (CAPSA) – Pathways.....435-843-1677
- Rape/Sexual Assault Crisis Line.....888-421-1100
- Domestic Violence & Sexual Assault Victim Advocacy (DVSAVA).....435-882-6888
- Utah Coalition Against Sexual Assault (UCASA).....866-878-2272
- Mountain West Medical Center.....435-843-3600

If a victim does not wish to make a report with the police, they are encouraged to consider filing a confidential report with Tooele Tech for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the Tooele Tech Campus Security Authority Coordinator or any Campus Security Authority. The information can enhance College safety by allowing the Tooele Tech to keep a more accurate record of crimes, helping to determine whether a pattern of crime exists, and alerting the College to potential danger.

### **17.6 Efforts Related to Increasing Campus Safety**

Tooele Tech's Administration and Health and Safety Committee's focus is to ensure the safety of all students, employees and guests. In this regard, the institution performs:



- Safety training to all students during their new student orientation (the College does not have formal student organizations)
- Yearly trainings for employees on increasing campus safety and emergency response procedures
- Record keeping of institutional responses in providing services to victims of sexual assault, domestic violence, dating violence or stalking
- Evaluations of previous responses in providing services to victims of a covered offense over the past 18-months
- Assessments to the institution's response in providing services to victims of a covered offense in the upcoming 24 months
  - Assessments can include security features of the facility, adequate lightening of internal and external areas on campus, adequate staffing is available to respond to emergencies or address safety concerns

### **17.7 Coordination and Communication Between Institution Resources and Organizations**

The College does not employ College security officials. The security of the College is the direct responsibility of each employee and the Facility Director. No such individuals have the authority to make arrests.

In the event of an incident on campus or at a campus activity at an off-campus location, the Facility Director will alert the College President and assess the situation to determine the appropriate response which may include contacting local public safety agencies.

**Revision and review Dates:**

7/13/22
FY21 7/27/2021
FY20 8/16/2019
FY19 8/17/2018
FY18 10/02/2017
FY17 03/30/2017
FY16 11/11/2015, 01/07/2016, 04/15/2016
FY15 4/14/2015
FY14 09/18/2014, 11/11/2014



TOOELE TECHNICAL COLLEGE

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## Mental Health and Wellness Plan

**2023-2024**

### Important Contact Information

- 911** For all emergencies
- Ext. 1820** For non-life threatening emergencies and security concerns: Call Tooele Tech Facilities Manager at 435-248-1820
- Ext. 1848** For non-life threatening school-based mental health concerns: Call Tooele Tech Director of Student Services and Counseling at 435-248-1848

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## Table of Contents

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### Introduction

- 5 Vision and Mission of the Mental Health and Wellness Plan
- 5 JED Campus Program Multi-Year Strategic Partnership
- 6 Prevention and Intervention Strategies through a Tiered Framework

### Tier 1 Universal Supports

- 8 SafeUT
- 9 TrulaCampus Life and Wellness Peer Coaching for Students
- 9 Mental Health and Wellness Promotion
- 10 Campus Resources
- 11 Mental Health First Aid Training
- 11 PEHP Wellness Program
- 12 Vector Solutions Training

### Tier 2 Targeted Supports

- 13 Brief Counseling Interventions
- 13 Mental Health Screening Events
- 14 Behavioral Intervention Team (BIT) / Behavioral Assessment Team (BAT)

### Tier 3 Intensive Supports

- 15 Community Referral
- 15 Crisis and Postvention Protocols
- 16 Community Partners

### Appendices

- 17 Forms
- 17 Resources

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## Introduction

Student success is Tooele Technical College's (Tooele Tech) core mission – to graduate students with the career preparation youth and adults need to meet the needs of Utah employers. Safeguarding students' mental health and wellness are integral to fulfilling that mission.

*“Tooele Technical College firmly believes that all students deserve to learn in a safe, accepting, and supportive environment that closely resembles what the student will experience in their chosen career field. To that end, Tooele Tech is committed to offering a learning environment at an equally high standard as our technical education programs. Our belief is realized by creating a safe and inclusive learning environment where each qualified student is welcomed with dignity, respect, and individuality, and diversity is celebrated. We seek to remove any unnecessary barriers so that students not only access education with us but also enjoy the learning process, providing every reasonable opportunity to complete their program and become employed in a related job. We take great steps in eliciting feedback from our students to help us develop and improve practices and services to meet their individual needs. Formalizing a living mental health and wellness plan is a testament to the importance that our institution values the development of the whole student to be successful in career and life.” – President Paul E. Hacking*

The overarching goal of the Mental Health and Wellness Plan is to build a collective responsibility and a shared vision for mental health and wellness to support student success. Providing students and faculty with proper tools on how to manage mental health and wellness helps create a safe and supportive campus culture. Moreover, data shows that campus-wide mental health and wellness resources for students have a positive impact on student retention. Investing in mental health and wellness at Tooele Tech improves student outcomes by positively impacting academic performance and retention rates.

The Mental Health and Wellness Plan outlines how Tooele Tech addresses the ever-changing needs of students through a tiered approach to student support. Offering multiple interventions and strategies of varying intensity provides a range of support necessary to meet the needs of the whole student: social, emotional, and academic. Therefore, this framework engages in a humanistic and holistic approach of the whole individual that is comprehensive in scope, preventative in design, and aimed at improving student success. The Plan is reviewed annually and modifications are made based on student needs and College resources.

## **Vision and Mission of the Mental Health and Wellness Plan**

### **Vision**

Foster a learning environment where the people, processes, systems, and spaces contribute to the social, emotional, and academic success of each student.

### **Mission**

Develop and implement a Mental Health and Wellness Plan that promotes a whole student approach to social, emotional, and academic success through a tiered system of student support.

## **JED Campus Program Multi-Year Strategic Partnership**

The JED Campus Program is a nationwide initiative of The Jed Foundation (JED) designed to guide schools through a collaborative process of comprehensive systems, programs, and policy development with customized support to build on existing student mental health, substance abuse, and suicide prevention efforts. Tooele Tech has embarked on a multi-year strategic partnership with JED to help create a positive, lasting, systemic change in the campus community and safeguard the emotional well-being of students. This partnership is foundational to the successful implementation, evaluation, and sustainability of the Plan.

### **Contacts:**

- Lead: Vice President of Student Services & Marketing
- Co-Lead: Director of Student Services & Counseling

### **Team Members:**

- Campus Safety Officer
- Financial Aid Coordinator
- Director of Marketing
- Faculty Representative

### **Implementation Plan:**

- Year 1 (FY22): Assessment & Strategic Planning
  - Build an interdisciplinary team to steer efforts across campus
  - Administer the Healthy Minds student survey
    - The Healthy Minds Study (HMS) is a survey-based study examining mental health and related issues (depression, anxiety, and substance abuse) and service utilization among students. Data will be utilized to drive decision-making and assess implementation progress.
  - Complete the JED Campus baseline self-assessment
  - Participate in a JED Campus visit to discuss feedback with the team and strategies for consideration
  - Develop a strategic plan in collaboration with JED Campus
- Years 2 (FY23): Implementation & Learning Community Participation
  - Track and communicate strategic plan implementation progress
  - Participate in conversations on the JED Campus Learning Community discussion forum
  - Stay current with best practices through JED Campus-exclusive webinars and newsletters

- Year 3 (FY24): Evaluation & Sustainability
  - Administer second Healthy Minds Study
  - Complete JED Campus post-assessment
  - Provide an executive summary on school accomplishments in systems change and student outcomes
  - Set future goals for continued growth and improvement
  - Join JED Campus Alumni Community

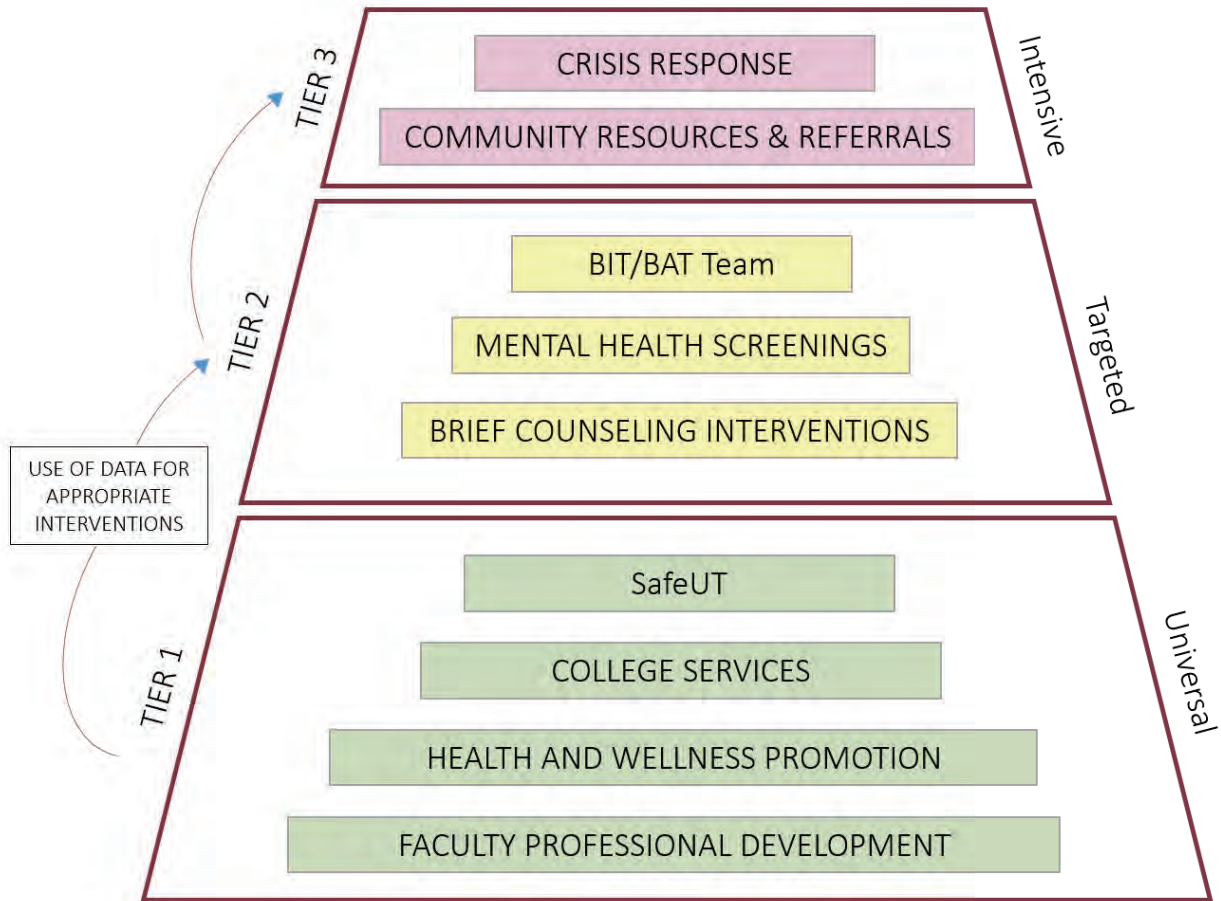
### **Prevention and Intervention Strategies through a Tiered Framework**

A systems approach suggests that campus-wide proactive, preventative, and data-driven intervention services are the responsibility of the entire campus community. Therefore, the implementation of the Plan, and application of tiered prevention and intervention strategies, are based on a school-wide effort. This reinforces that the entire school community at Tooele Tech is invested in student achievement and the mental health and well-being of students.

Strategies to improve mental health and wellness are implemented through a tiered approach to prevention and intervention. Within this framework, Tier 1 (universal supports) is the foundation – comprehensive services that are focused on meeting the needs of all students. Tier 2 (targeted supports) is comprised of supplemental interventions, in addition to Tier 1 universal supports, for students identified through the use of data identifiers/indicators and student referral. Tier 3 (intensive supports) addresses the students with the highest level of need with supports of a greater intensity specifically tailored to meet the needs of individual students. Ongoing data analysis is used to evaluate the effectiveness of the tiered prevention and intervention strategies.

The image on page 7, Figure 1, helps capture the mental health and wellness prevention and intervention strategies through a tiered framework.

**Figure 1**  
Tooele Technical College Mental Health & Wellness Multi-Tiered System of Supports



The rest of this document provides a detailed description of each tier and services for students.



## Tier 1: Universal Supports

Tooele Tech implements Tier 1 – Universal Supports that are preventative in design and are accessible to all students. Students and faculty/staff are made aware of these supports through various platforms, which may include new student/faculty orientation, social media, website, communication systems, etc. The following Tier 1 strategies promote a positive school climate and foster a safe and supportive learning environment for students and staff/faculty.

### ➤ Tier 1 Supports for Students

#### SafeUT

Utah House Bill 370 (53E-10-506) requires higher education institutions to implement a school safety and crisis line. Tooele Tech joined the other Higher Education Institutions in adopting and implementing the SafeUT Application.

SafeUT services are provided by the University of Utah. Services are accessed through the SafeUT website or downloadable app. The website offers expanded resources to better support students, parents, educators, veterans, and frontline workers facing a mental health crisis or concern. The SafeUT app provides immediate, real-time, two-way communication with a licensed counselor at no cost, 24/7/365.

#### Contacts:

- Primary Contact: Vice President of Finance & Operations
- Secondary Contact: Vice President of Student Services & Marketing

#### Maintenance Plan:

- In a non-acute emergency, the SafeUT crisis worker speaks to the student. The SafeUT crisis worker provides local referrals and resources and attempts to connect the student with a therapist.
- During the hours of 7:00 am - 3:30 pm (M-F), SafeUT forwards the tip to Tooele Tech via text and email to the following:
  - Vice President of Finance & Operations
  - Vice President of Student Services & Marketing
  - Director of Student Services & Counseling
  - Campus Safety Officer
  - Tooele County School District Representative
- The SafeUT App portal where tips are assigned is <https://safeut.med.utah.edu/portal/>. The VP of Student Services & Marketing, VP of Finance & Operations, Director of Student Services & Counseling, and the Campus Safety Officer has access to the portal.
- After hours, SafeUT dispatches the tips and sends them the following morning. In case of a weekend or holiday, the tips are sent the following business-operating day.
- In case of an emergency, SafeUT will reach out to local law enforcement but will keep Tooele Tech updated. Tooele Tech will follow up with the student if SafeUT intervenes.
- The Vice President of Finance & Operations will follow up on tips and assemble the BIT/BAT team when interventions are needed.

## **TrulaCampus Life and Wellness Peer Coaching for Students**

Through a partnership with the Utah System of Higher Education (USHE), Trula provides free peer coaching to college students in Utah. TrulaCampus peer coaching is an evidence-based program designed to increase student wellness and foster connection through one-on-one coaching sessions. Trula coaches can assist college students in personal development, goal setting, confidence building, stress management, self-care, and more.

Trained and qualified peer coaches are available for enrolled students looking for support and guidance at no cost to the student. Coaching sessions are provided via text, phone, or video. Students can receive services for up to six sessions, once a week for 30 minutes, with flexible appointment options (Monday-Saturday from 8 AM to 8 PM). Students can sign-up for coaching sessions by completing an online intake form at [trulacamplus.org](http://trulacamplus.org).

### **Contact:**

- Director of Student Services and Counseling

### **Implementation and Maintenance Plan:**

Training opportunities will be made available to staff/faculty who would like to receive more information on Trula's peer coaching program. The Director of Student Services and Counseling will coordinate Trula Advocate Training with a Trula representative based on need.

The 45-minute Trula Advocate Training is offered virtually and covers the following information:

- Trula Foundation
- The peer coaching program
- How and when to refer students to coaching
- How the coaching process works
- Who coaching is suited for
- Access to data

Ongoing promotional and marketing strategies include advertisement through new student orientation, the Work Place Relations Canvas course, website, social media, and marketing materials in student common areas and classrooms.

## **Mental Health and Wellness Promotion**

Mental health and wellness promotion is modeled after the bio-psycho-social-spiritual model (Gale & Therivel, 2019). This framework engages in a humanistic and holistic prevention plan that is a comprehensive and thorough approach to the whole individual. There are four elements to the bio-psycho-social-spiritual model (biological, psychological, social, and spiritual) and the content will target these main elements of mental health and wellness throughout the calendar year via Facebook (and other social media platforms) and college events to strengthen student resiliency skills.

### **Contacts:**

- Director of Marketing
- Director of Student Services & Counseling

### **Implementation and Maintenance Plan:**

The following is an outline of the mental health and wellness annual student outreach events:

- September: Suicide Prevention Awareness Month
- October: Substance Abuse Prevention Month
- November: Brovember (i.e., men's physical, financial, career, and mental health)
- December: Service Project (i.e., food drive)
- January: National Get a Balanced Life Month
- April: Stress Awareness Month
- May: Mental Health Awareness Month

The Director of Student Services and Counseling oversees these events and coordinates targeted messaging strategies with the Director of Marketing.

### **Campus Resources**

Like any source of overwhelming stress, financial and lack of basic needs can take a toll on mental and physical health, relationships, and overall quality of life. Tooele Tech provides resources to help reduce non-academic barriers for students, including those experiencing economic hardship.

#### **On-Campus Resources**

The student food pantry is available for students who may need additional assistance related to food security. The student pantry is located outside of the Student Service reception desk and office doors. This resource is available during college hours and is accessible to all students who are in need. Products offered are dependent on their availability, as well as donations. Student Services staff monitor items for expiration date and stock.

Our Veteran Services Coordinator offers one-on-one assistance to provide support and services to the Tooele Tech Veterans community. Services include academic advising and referrals for counseling in financial, technical, and academic support. The Veterans Corner is adjacent to the student media center and provides a welcoming space for students to relax, study, and learn more about available resources.

Our Financial Aid Coordinator provides financial aid services for incoming and current students. Supports are provided to students experiencing family, personal, or economic challenges to reduce barriers to access, school performance, and student retention. The Coordinator also makes necessary referrals to other student service offices when deemed necessary.

Our academic and career advisors are trained student advocates who assist in the course selection and onboarding processes. For enrolled students, advisors track student progress and attendance and assist students who are struggling to meet satisfactory academic progress (SAP). Students are connected with appropriate resources and services are based on identified needs.

## **Off-Campus Resources**

Tooele Tech collaborates with the Department of Workforce Services (DWS), Vocational Rehabilitation, and the Veterans Administration to help reduce non-academic barriers and find solutions to improve student success (see page 15 for additional community partners).

### ➤ **Tier 1 Supports for Faculty and Staff**

#### **Mental Health First Aid Training**

Educators and school personnel play a vital role in promoting mental health and well-being and identifying and responding to emerging mental illnesses in students. Offering Mental Health First Aid (MHFA) Training to the Tooele Tech faculty/staff is intended to increase mental health literacy and equip all personnel with the ability to identify signs and symptoms and respond appropriately.

MHFA is an early intervention public education program. It teaches people how to recognize signs of mental health or substance use challenges; how to listen non-judgmentally and give reassurance to an individual who may be experiencing a mental health challenge; how to offer and provide initial help; and how to guide a person toward appropriate professional support and services.

#### **Implementation and Maintenance Plan:**

Each year, multiple opportunities for MHFA training are provided to faculty/staff with the goal of having at least one instructor from each program and one staff member from each department certified. A campus-wide directory identifying MHFA-trained personnel is maintained and available to faculty/staff.

The cost for training is covered by Tooele Tech. MHFA certification is valid for three years. Ongoing opportunities for recertification is provided.

The Director of Student Services and Counseling coordinates the trainings through a certified MHFA trainer in collaboration with the VP of Instruction and Student Services.

#### **PEHP Wellness Program**

As part of the PHEP Health & Benefits Wellness Program, Tooele Tech has established a Wellness Council that provides support and resources to improve the health and well-being of employees and the College as a whole. The goal of Tooele Tech's Wellness Council is to create a culture of wellness at work where healthy, happy people can thrive; Inspiring staff to improve their overall health and well-being.

#### **Contact:**

- Wellness Council Chair: Executive Assistant for the President

#### **Implementation and Maintenance Plan:**

The council meets quarterly and plans events and activities that build on employee well-being in the following areas: career, social, physical, emotional, financial, and community. Employees also receive *Wellness Connection* emails from PEHP that offer additional resources and support.

## ➤ Tier 1 Supports for Everyone

### Vector Solutions Training

As part of Tooele Tech's comprehensive prevention program for students and employees, Tooele Tech partners with Vector Solutions to help address critical life skills such as how choices affect goals, risk/protective factors, healthy relationships, and much more. This training is delivered online through the following two courses: AlcoholEDU and Sexual Assault Prevention for Community Colleges. This online education empowers participants to address critical skills and make well-informed life decisions.

#### Contacts:

- Lead: Vice President of Student Services & Marketing
- Co-Lead: Director of Student Services & Counseling
- Co-Lead: Director of Information Technology
- Co-Lead: Director of Human Resources
- Co-Lead: Enrollment Specialist/Administrative Assistant to the VP of Student Services & Marketing

#### Implementation and Maintenance Plan:

- For students:
  - Students are introduced to Vector Solutions during new student online orientation
  - Adult students receive an email inviting them to complete the AlcoholEDU and Sexual Assault Prevention for Community Colleges
- For employees:
  - The Director of Human Resources invites new employees via email to complete either the Preventing Harassment and Discrimination; Non-supervisor with Title IX Clery Act Module or Supervisor with Title IX Clery Act Module

## Tier 2: Targeted Supports

Tier 2 supports are intended for some students and are provided to those who need additional services beyond what is available at the Tier 1, universal level. Tier 2 supports are more targeted and include interventions facilitated by qualified staff, community partners, or other licensed professionals.

### ➤ Tier 2 Supports for Students

#### **Brief Counseling Interventions**

Provided by a licensed school counselor, brief counseling interventions are evidence-based techniques designed to be effective, efficient, and demonstrate a good fit within the educational context. Strategies are solution-focused and address the day-to-day issues that may hinder educational achievement. Standard assessment tools (i.e., PHQ-9 and GAD-7) and progress monitoring are used to determine student need and a plan for next steps, which may include a referral to appropriate professional support and services.

Student need for brief counseling interventions is identified through student, faculty, and staff referrals. Documentation of services is noted in Northstar as “Counseling services provided. Handle with care.” The term “handle with care” signifies to those who work with the student that the student is receiving counseling services while protecting student privacy. Private notes are documented in Northstar under the section titled “Sensitive Notes.” The VP of Student Services and the Director of Student Services and Counseling are the only individuals on campus who have access to view notes documented under sensitive notes.

For high school student referrals, the Director of Student Services and Counseling helps connect the student with their high school counselor for services and/or referral to community resources.

#### **Mental Health Screening Events**

Mental health screenings are a systematic way to identify the strengths and needs of students. Through the use of an assessment tool and trained clinicians, mental health screenings can help identify individual students who are experiencing or are at risk of experiencing mental and/or behavioral health difficulties. This process is used as an early identification strategy to detect the onset of challenges early so that they can be addressed before they escalate.

The Director of Student Services and Counseling oversees the coordination and scheduling of on-campus mental health screening events. Screenings are by appointment only and take approximately 30 minutes. Licensed professionals are utilized to conduct the screenings with the individual and discuss possible mental and behavioral health needs. Based on the results, recommendations may include a referral to campus and/or community resources, the Director of Student Services and Counseling, or to a clinical mental health provider. Depending on available funding, students identified as needing clinical behavioral health services may receive up to four clinical counseling sessions free of charge in accordance with the Tooele Tech and licensed clinical behavioral health provider memorandum of understanding (MOU). The Director of Student Services & Counseling oversees the referral process for free clinical counseling as outlined in the MOU.

## **Behavioral Intervention Team (BIT) / Behavioral Assessment Team (BAT)**

Tooele Tech's BIT/BAT is a multi-disciplinary group that collects and reviews concerning information about reported or observed disruptive, problematic, or concerning behaviors (e.g., exhibited behavior that indicates that the person is at risk of physical harm to oneself or others). The team determines the best mechanisms for support, intervention, and response per established protocols.

### **Contacts:**

- Lead: Vice President of Finance & Operations

### **Team Members:**

- Campus Safety Officer
- Vice President of Student Services & Marketing
- Director of Student Services & Counseling
- Vice President of Instruction
- Director of Human Resources

### **BIT/BAT Team Responsibilities:**

The BIT/BAT's primary function is to help keep the university community safe and connect students to support services. The BIT/BAT responsibilities include, but are not limited to the following:

- Gathers and manages reported information from concerned faculty, staff, student, or the larger college community
- Assesses the level of threat a student's behavior poses using the NaBITA Risk Rubric (a research-based expert system tool used to assess potential threats)
- Intervenes with students and connects them to support services
- Provides faculty and staff with support and intervention resources
- Makes referrals to school and/or community resources
- Disseminates relevant information to the police
- Assists the College in crisis response and post-crisis intervention

The BIT/BAT meets formally once a year to review expectations, protocols, and procedures. Additional meetings are scheduled on an as-needed basis.

## Tier 3: Intensive Supports

Intensive supports are for a few students and are provided to students for whom Tier 1 and Tier 2 supports are insufficient. These supports may include crisis response and/or referral to appropriate professional support and services.

### ➤ Tier 3 Supports for Students and Community Outreach

#### Community Referral

When a student's needs require more than what can be provided in the school setting, a referral to an outside behavioral health provider or other community resources is recommended. Depending on available funding, this may include a referral to receive up to four clinical counseling sessions free of charge in accordance with the Tooele Tech and licensed clinical behavioral health provider memorandum of understanding (MOU). The Director of Student Services & Counseling oversees the referral process for free clinical counseling as outlined in the MOU.

Additional mental health resources, including a list of local mental health providers, are available on the Mental Health Support page at [www.tooeletech.edu](http://www.tooeletech.edu).

#### Crisis and Postvention Protocols

The Tooele Tech BIT/BAT Team assists the College in responding to crises and determining how to mitigate the psychological impact that can occur from a crisis situation. Tooele Tech's faculty and staff follow the medical emergency procedures as outlined in *Emergency Response Procedures Manual* when responding to a crisis, which include the following procedures for mental health crisis and post-crisis intervention.

#### Medical Emergency Procedures

If you are the first person to discover a victim or to observe the scene of an accident with injuries (i.e., suicide attempt):

- Immediately call 911 and inform the dispatcher of the exact location and extent of the medical emergency, including the best entrance for the emergency personnel to enter the building.
- Follow any instructions provided by the 911 dispatcher.
- Obtain assistance by seeking out someone in the immediate area to assist with the medical emergency.
- Remain with the victim reassuring them that help is on the way. Try to make the person as comfortable as possible.
- Ensure that someone meets emergency personnel at the designated entrance and escorts them to the location of the victim.

If you are the first person to discover an individual who is displaying imminent harm to self or others (i.e., active threats of suicide, threats of violence, hallucinations, etc.):

- Immediately call 911 and describe the situation to dispatch.
- Notify the Campus Safety Officer and the Director of Student Services & Counseling of the situation and location. Administration will notify parents/guardians if the individual is a minor student.
- Clear the area of bystanders.
- Keep safe by not positioning yourself between the individual and the nearest exit.



- Submit a separate incident report to the Campus Safety Officer within 24 hours of the incident.

If you are the first person to discover an individual who is displaying suicidal ideation (i.e., suicidal thoughts or ideas):

- Notify the Director of Student Services & Counseling.
  - If the Director of Student Services & Counseling is unavailable, notify another member of the BIT/BAT team.
  - If a BIT/BAT team member is unavailable, call SafeUT at 833-372-3388 with the student, or contact the Mobile Crisis Outreach Team (MCOT) at 888-949-4854.
  - In situations where the individual is engaging in self-injurious behaviors (i.e., cutting, burning, or eating behaviors [binge/purge]), contact the Director of Student Services & Counseling to initiate the counseling and referral process.
  - Administration will notify parents/guardians if the individual is a minor student.
- Protect the individual's privacy by finding an area that is away from students and staff. Stay with the individual until a professional or family member arrives. DO NOT leave a suicidal person alone.

### **Postvention**

Postvention is defined as the provision of crisis intervention, support, and assistance for those affected by a death or suicide. The Tooele Tech BIT/BAT Team assists the College in post-crisis intervention, including stabilizing the campus community, restoring a semblance of order and routine, and helping the campus community return to its pre-crisis level of functioning.

Postvention responsibilities of the BIT/BAT team include but not limited to the following:

- Oversee the management and coordination of the College's response and communication efforts, including media communication.
- Assemble mental/health professionals and designate rooms as private counseling areas.
- Identify students who may be at-risk and refer/escort them to counselors.
- Assess the stress level of faculty/staff and provide support as needed.
- Schedule debrief for faculty/staff.
- Continue check-ins with vulnerable and at-risk students and faculty/staff.

### **Community Partners**

Through collaborative programming and networking, Tooele Technical College works closely with the Tooele Interagency Prevention Professional (TIPP) Coalition to provide the citizens of Tooele County support, guidance, and resources to improve their quality of life by being substance-free, healthy, and contributing members of society. The Director of Student Services and Counseling is designated as the Tooele Tech representative for this committee and attends monthly meetings.

Other community partners include the Tooele County School District, Tooele County Health Department, Valley Behavioral Health, Life's Worth Living Foundation, and the Tooele Community Resource Center.

## Appendices

### Forms:

- [Student Safety Plan](#)

### Resources:

- [Mental Health and Crisis Resources for Students and Families](#)
- [Mental Health First Aid \(Adult\)](#)
- [Mental Health First Aid \(Youth\)](#)
- [NaBITA Risk Rubric Flowchart](#)
- [Tooele County General Resource List \(UT 211\)](#)
- [Tooele County Local Resources for Sexual Violence, Child Abuse, Domestic Violence](#)
- [Tooele County Provider List](#)
- [TrulaCampus Life and Wellness Coaching for College Students Overview](#)
- [Utah Department of Human Services Crisis Referral Resources](#)



**TOOELE TECHNICAL  
COLLEGE**

## **2023 ANNUAL SECURITY REPORT**



Tooele Technical College  
88 South Tooele Blvd.  
Tooele, UT 84074 [www.TooeleTech.edu](http://www.TooeleTech.edu)

## TABLE OF CONTENTS

The Clery Act	2
Preparing the Annual Security Report	2
Notification of Annual Security Report	2
Tooele Tech Security	2
Law Enforcement Partnerships	2
College Security Authorities	3
Crime Reporting	3
Crime Logs	3
Voluntary/Confidential Reporting	3
Security and Access to College Facilities	3
Security Considerations in Building Maintenance	3
Timely Warnings	4
Emergency Notifications	4
Emergency Response and Evacuation Procedures	5
Education and Prevention Program	5
General Safety Information	6
Alcohol, Tobacco and Drugs	6
Sexual Assault Prevention and Response	6
Disciplinary Actions Against Those Who Commit Sexual Assault	8
Protective Orders	8
Sex Offender Registration Information	8
Sources for Crime Statistics	8
Consent Definition	8
Offense Definitions	9
Criminal Offenses	9
Hate Crimes	10
VAWA Offenses	11
Arrests and Disciplinary Referrals	11
CRIME STATISTICS	12
Contact Information	13

## **The Clery Act**

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and College Security Act of 1990 (Title II of Public Law 101- 542). This amendment required all postsecondary institutions participating in Title IV student financial aid programs to disclose College crime statistics and security information. In 1998, the act was renamed the Jeanne Clery Disclosure of College Security Policy and Crime Statistics Act in memory of Jeanne Clery, a university student who was killed in her dorm room in 1986. More commonly known as the Clery Act, this law requires colleges and universities to:

- Collect, classify and count crime reports and statistics
- Issue College alerts
- Publish an annual security report
- Submit crime statistics to the Department of Education
- Maintain a daily crime log
- Disclose missing student notification procedures for institutions with on-campus student housing
- Provide fire safety information for institutions with on-campus student housing

## **Preparing the Annual Security Report**

This annual security report is compiled and prepared by the Tooele Technical College (Tooele Tech) Vice President of Student Services in cooperation with the CSA Coordinator (College Security Authority).

Security reports and disciplinary referral statistics are collected from the CSA Coordinator, while statistical information for reported criminal activity that occurs on campus are retrieved from the Tooele City Police Department databases. For purposes of making timely warning reports and the annual statistical disclosure required under Clery, the College community should report crimes to a CSAs and the Tooele City Police Department.

## **Notification of Annual Security Report**

By October 1 of each year, an e-mail notification is sent to all current Tooele Tech students, faculty and staff providing a website link to access this report. Upon request, prospective students and employees may obtain a written paper copy of the report from Student Services, or by calling 435-248-1800 to request a mailed copy.

## **Tooele Tech Security**

The Tooele Tech Facilities Manager is the designated CSA Coordinator (College Security Authority). The CSA Coordinator along with college administrators respond to security, behavioral, fire, medical and environmental issues. Volunteer professionals are assigned to the Safety Committee and respond to situations based on their experience, training and certification, which lends support and leadership to each unique situation. Students and visitors are urged to contact any employee of the college to initiate the emergency response process.

## **Law Enforcement Partnerships**

The Tooele Technical College is within the jurisdiction of the Tooele City Police Department which is responsible for law enforcement and handling of criminal activities on College premises. Tooele City Police officers are dedicated to the enforcement of state and federal laws without favoritism or bias. The Tooele City Fire Department is responsible for responding to fire and HAZMAT emergencies on College premises.

## **College Security Authorities**

Although the reporting of criminal activity directly to the Tooele Tech CSA Coordinator is encouraged, crimes may also be reported to any CSA. As defined under the Clery Act, CSAs include college administrators, directors, faculty members, Student Services advisors, and any College staff involved in disciplinary proceedings. These officials are responsible for forwarding non-identifying information to the CSA Coordinator for inclusion in the annual security report, regardless of whether or not the victim chooses to file a report with law enforcement or press charges. Please be aware that information forwarded by CSAs is for statistical purposes only. In order for an incident to be investigated by Tooele Tech, an [Incident Report](#) must be made. In order for criminal charges to be filed, a police report must also be filed with the [Tooele City Police Department](#).

## **Crime Reporting**

College community members are strongly encouraged to immediately report criminal and suspicious activity occurring on Tooele Tech property to the CSA Coordinator. Reports can be made directly to any staff member and may also be made to the Tooele City Police Department.

See the last page of this report for emergency contact information.

## **Crime Logs**

The 1998 amendments to the Clery Act introduced the requirement that College security departments maintain a daily written crime log of any crime (not just those required to be included in the Annual Security Report) that is reported to the CSA Coordinator. The Tooele Tech daily crime log is available for public review during normal business hours and is maintained by the CSA Coordinator.

## **Voluntary/Confidential Reporting**

If you are the victim of a crime, we encourage you to file a crime report. If you would like to maintain confidentiality and do not wish to pursue action within the Tooele Tech disciplinary or Tooele City criminal justice system, you are encouraged to consider filing a confidential report for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the CSA Coordinator or any administrator. The information can enhance College safety by allowing the Tooele Tech to keep a more accurate record of crimes, helping to determine whether a pattern of crime exists, and alerting the College to potential danger.

## **Security and Access to College Facilities**

During business hours, the Tooele Tech College is open to students, parents, employees, contractors and guests. During non-business hours, access to Tooele Tech facilities is restricted to those Tooele Tech employees who have been assigned integrated Electronic Access and hard keys, or to those admitted for unscheduled access through the Tooele Tech Facilities Services. The CSA Coordinator manages access control systems. The College buildings utilize intrusion alarms and video cameras to enhance security.

## **Security Considerations in Building Maintenance**

Throughout the year, the Safety Committee and CSAs review issues and identify areas of concern with respect to building security, College lighting, landscaping, and other potential health and safety, and security issues. Lighting and safety hazards identified during routine patrol of the College are forwarded on an ongoing basis to the CSA Coordinator.

## **Timely Warnings**

The Clery Act requires the College to alert the College community to certain crimes in a manner that is timely and will aid in the prevention of similar crimes. Tooele Tech will provide a “timely warning” to the College community concerning the occurrence of a Clery crime that the College believes represents a continuing threat to the College community.

The amount and type of information that the College will disclose in a "timely warning" report will vary depending on the circumstances of each case. In general, whenever a report of a violent crime against a person or a major crime against property on campus is received, and it is determined by the CSA Coordinator and administration that the report represents an ongoing threat to the safety of the College community, the College CSA Coordinator must issue a College Crime Alert. The alerts will be sequentially numbered, beginning January 1 of each year, and should include the following details of the crime, if available:

- A statement of the incident, including the nature and severity of the threat and the persons or locations that might be affected
- Any connection to a previous incident(s)
- Physical description and/or composite drawing of the suspect
- Other relevant and important information (gender of the victim, student/non-student etc.)
- Injury sustained by the victim
- Date and time the College crime alert was released

The warning will be distributed utilizing one or more of the following systems:

- Overhead public announcement
- Email and text messages
- Tooele Tech main website
- Posted fliers

## **Emergency Notifications**

Upon confirmation of a serious or emergency situation that poses an immediate threat to the health or safety of the College community, a College-wide notice will be disseminated, unless issuing a notification will, in the judgment of the responding authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Events that qualify for emergency notifications include, but are not limited to, the following:

- Extreme weather conditions
- Fire
- Gas leak
- Earthquake
- Armed intruder

- Bomb threat
- Civil unrest or rioting
- Explosion
- Nearby chemical or hazardous waste spill
- Aircraft crash

Emergency notifications are made via a third-party notification system, voice calls, text messages, email alerts, Tooele Tech Twitter and Facebook accounts and the Tooele Tech Website. In order for the emergency notification system to effectively make notifications, students and staff are encouraged to keep all contact information updated with Student Services (for students) or Human Resources (for employees).



## Emergency Response and Evacuation Procedures

The College Emergency Response Procedures Manual provides the framework for an organized response to various human-caused and natural emergencies including fires, hazardous spills, earthquakes, flooding, explosion, civil disorders, hostage or intruder situations, weapons and work area security. In addition to the College Emergency Response Procedures Manual, the College has developed an Emergency Response Quick Guide to identify evacuation procedures for Lock-Down, Lock-Out, Shelter in Place and Evacuation procedures. It is recommended that students and required that staff members become familiar with these plans and procedures prior to an emergency.

The Tooele Tech conducts numerous emergency response exercises each year, such as fire/evacuation, shelter in place, lock down, fire suppression and fire extinguisher tests. These exercises are designed to assess and evaluate the emergency plans and capabilities of the College.

## Education and Prevention Program

Tooele Tech engages in comprehensive educational programming to prevent domestic violence, dating violence, sexual assault and stalking. Educational programming consists of primary prevention and awareness programs for all incoming Certificate Seeking students and new employees and ongoing awareness and prevention campaigns for students, faculty and staff that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct.
  - Defines what behavior constitutes domestic violence, dating violence, sexual assault, and stalking.
  - Defines what behavior and actions constitute consent to sexual activity in the State of Utah.
  - Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander.
  - Provides information on risk reduction so that students may recognize warning signs of abusive behavior and how to avoid potential attacks.
  - Provides an overview of information contained in the Annual Security Report (ASR) in compliance with the Clery Act
- 
- ***Sexual Assault Prevention for Community Colleges*** is EverFi's premier online learning platform addressing the critical issues of sexual assault, relationship violence, and stalking. It is an interactive module designed to engage and empower students to create safe, healthy campus environments. Everfi uses a population-level approach to educate all students on the issues associated with sexual assault and relationship violence, taking into account their unique perspectives and experiences.
  - **AlcoholEdu for College** inspires students to reflect on their drinking and encourages safe decision-making—making campuses safer for all. This course covers myths and misperceptions, alcohol and motivation, blood alcohol concentration, key strategies for drinkers and non-drinkers, bystander intervention skills, alcohol and the law, drinking and stress.

### **General Safety Information**

- If you sense a potential threat to yourself, attract attention to yourself by screaming, yelling “HELP!” or creating a commotion.
- If confronted by an armed person who demands you give them your property, give it up. Loss of property is not worth endangering your life.
- Avoid walking alone at night; walk with a friend or use the buddy system. Walk with a purpose; project an assertive, alert image. Have keys ready so you can quickly enter your car.
- Avoid walking alone. Let someone know where you are going and when to expect you.
- Always secure your valuables in your trunk and lock your car.
- When parking your vehicle, if you anticipate returning to it after dark, try to park in a well-lighted area.
- Look into your vehicle before you get in to be certain no one is hiding inside. Lock all doors and windows after entering your vehicle.
- Whenever you leave your office, classroom or home, lock all doors and windows.
- Report any suspicious activity or people, safety hazards, unsafe lighting, defective equipment or any other concern to college staff.
- Be aware of your surroundings, know where you are and know where you are going.
- If you are uncomfortable after dark walking alone, walk with a friend or call for an after dark escort from college staff.
- Keep money and other valuables locked away.
- Keep personal belongings in sight or take them with you as you move around a building.
- Be cautious of removing jewelry to wash hands. These items are easily lost or stolen.
- Avoid keeping money in your office or car

If an incident does happen, be observant. You will want to give accurate suspect and vehicle descriptions. Report the incident to a college staff member as soon as possible.

### **Alcohol, Tobacco and Drugs**

Tooele Tech has a stringent policy governing the use of alcohol and other drugs. The purchase, possession, use, consumption, sale, distribution or storage of any alcoholic beverage, controlled substance or illegal drug is prohibited on campus, and at all College activities. In accordance with the Indoor Clean Air Act, the use of cigarettes, cigars, E- cigarettes and nicotine vapor producing devices are also prohibited except in the designated smoking enclosure located next to the employee parking lot on the west side of the building.

### **Sexual Assault Prevention and Response**

On March 7, 2013, President Obama signed a bill that strengthened and reauthorized the Violence Against Women Act. Included in the bill was the College Sexual Violence Elimination Act (College SaVE), which amends the Jeanne Clery Act and affords additional rights to College victims of sexual violence, dating violence, domestic violence, and stalking. This report reflects the implementations of those changes and amendments.

In an effort to reduce the risk of sexual misconduct as well as the crimes of rape, sexual assault, sexual harassment, stalking, dating violence and domestic violence occurring among its students, Tooele Tech utilizes a range of campaigns, strategies and initiatives to provide education in the areas of awareness, risk reduction and prevention programming.

The College partnered with *Everfi*, a nationally recognized student wellness service provider, in order to offer students and employees an online sexual assault, alcohol and drug abuse prevention and awareness training program that can be accessed from any internet connected device. The training programs provide ways to prevent dating violence, domestic violence, sexual assault, alcohol and drug abuse.

The Tooele Tech does not tolerate sex offenses in any form, including sexual assault, sexual misconduct, harassment, exploitation, or intimidation. Reports of sex offenses may be made to the the Tooele City Police Department, CSR Coordinator or any staff member. Staff members should immediately report this information to the CSA Coordinator or to their supervisor in his absence.

Sex offenses can be addressed both through the Tooele Tech administrative procedures and through the criminal justice system. Any criminal proceeding is entirely separate from administrative proceedings of the Tooele Tech.

Tooele City Police officers are trained in the proper identification, collection and preservation of evidence, which is essential to the successful prosecution of most sex offenses. It is crucial that the police department be contacted as soon as possible. Reporting the crime to law enforcement also allows action that may prevent further victimization, can lead to the apprehension of the suspect, and provides the opportunity to have the incident documented for more accurate statistical recording.

If a person does not wish to make a report to the police, they are still encouraged to seek professional medical advice. (Please note that all health-care providers are legally required to report all cases of suspected sexual or physical assault to law enforcement.)

In an effort to assist victims of sexual assault, the following information is made available:

Police and Rape Crisis Centers are trained to assist victims with medical help and counseling at this time of crisis. The following procedures should be followed if someone is a victim of a sex offense:

- A report should be made immediately to the police
- Medical attention should be sought, if needed
- The victim should not change clothes or shower
- No items should be disturbed in the place the attack occurred
- A Victim's Advocate, friend or relative can be contacted to be with the victim
- If desired, the victim may request a change in their academic situation. The Director of Student Services should be contacted to assist and discuss options.

If the victim does not want to contact the police, the following list of resources is provided:

- |   |              |
|---|--------------|
| ○ Citizens Against Physical and Sexual Abuse (CAPSA) - Pathways | 435-843-1677 |
| ○ Rape/Sexual Assault Crisis Line                               | 888-421-1100 |
| ○ Domestic Violence & Sexual Assault Victim Advocacy (DVSAVA)   | 435-882-6888 |
| ○ Utah Coalition Against Sexual Assault (UCASA)                 | 866-878-2272 |
| ○ Mountain West Medical Center                                  | 435-843-3600 |

If a victim does not wish to make a report with the police, they are encouraged to consider filing a confidential report with Tooele Tech for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the Tooele Tech CSA Coordinator or any CSA. The information can enhance College safety by allowing the Tooele Tech to keep a more accurate record of crimes, helping to determine whether a pattern of crime exists, and alerting the College to potential danger.

## **Disciplinary Proceedings and Actions Against Those Who Commit Sexual Assault**

A student suspected of an alleged sex offense is subject to both criminal prosecution and disciplinary proceeding and action under the Student Code of Conduct and Discipline Policy. Disciplinary proceedings can be initiated even if criminal charges are not pursued. Both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding, and both shall be informed of the outcome. (See *Student Code of Conduct and Discipline Policy*)

## **Protective Orders**

Where applicable, Tooele Tech will enforce orders of protection, no-contact orders, restraining orders or similar lawful orders issued by a criminal, civil or tribal court. Information about protective orders can be found through Utah Legal Services at <http://utahlegalservices.org> or by calling 1-800-662-4245.

## **Sex Offender Registration Information**

The Federal College Sex Crimes Prevention Act (amends 42 United States Code 14071) requires institutions of higher learning to issue a statement in their annual security report detailing where members of their College community can obtain information concerning registered sex offenders. It also requires sex offenders who are required to register under state law, to provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides.

Members of the public may access sexual offender information through the Tooele City Police Department or by contacting the Tooele Tech CSA Coordinator.

Individuals wishing to learn additional information about registered sex offenders may go to the Utah Department of Corrections Sex Offender Registry website at:

[https://www.communitynotification.com/cap\\_office\\_disclaimer.php?office=54438](https://www.communitynotification.com/cap_office_disclaimer.php?office=54438)

## **Sources for Crime Statistics**

This report contains statistics compiled from reports received from the Tooele City Police Department and the Tooele Tech College Security Authorities.

## **Consent Definition**

Consent is an informed decision, freely given, made through mutually understandable words or actions that indicate a willingness to participate in mutually agreed upon sexual activity. Consent cannot be given by an individual who is:

- Asleep
- Unconscious
- Mentally or physically incapacitated, either through the effect of drugs or alcohol or for any other reason
- Under duress, threat, coercion, or force

Past consent does not imply future consent. Silence or an absence of resistance does not imply consent. Consent can be withdrawn at any time.

Tooele Tech uses the “affirmative consent” standard, known colloquially as “yes means yes.” The burden rests on the person initiating sex to obtain a “yes,” rather than on the intended partner to convey a “no.” Failure to obtain affirmative consent in the course of sexual activity may result in findings of merit to a complaint of sexual assault/rape.

## Offense Definitions

Under the Clery Act, for the purposes of counting and disclosing Criminal Offense, Hate Crime, arrest and disciplinary referral statistics, the College must do so based on definitions provided by the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program. The definitions for Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations are from the Summary Reporting System (SRS) User Manual from the FBI's UCR Program. The definitions of Fondling, Incest and Statutory Rape are from the FBI's National Incident-Based Reporting System (NIBRS) Data Collection Guidelines edition of the UCR. Hate Crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual. Note that, although the law states that institutions must use the UCR Program definitions, Clery Act crime reporting does not have to meet all of the other UCR Program standards.

### 1. CRIMINAL OFFENSES

1. **Criminal Homicide.** These offenses are separated into two categories: Murder and Non-negligent Manslaughter, and Manslaughter by Negligence.
  - a) **Murder and Non-negligent Manslaughter** is defined as *the willful (non-negligent) killing of one human being by another*. Any death caused by injuries received in a fight, argument, quarrel, assault or the commission of a crime is included.
  - b) **Manslaughter by Negligence** is defined as *the killing of another person through gross negligence*.
2. **Sexual Assault (Sex Offenses)** is *any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent*.
  - a) **Rape** is *the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.*
  - b) **Fondling** is *the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity*. Fondling is recognized as an element of the other sex offenses and will be counted only if it is the only sex offense.
  - c) **Incest** is *sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law*.
  - d) **Statutory Rape** is *sexual intercourse with a person who is under the statutory age of consent*. See Utah Age of consent Law: Utah Code 76-5-401.2 Unlawful sexual conduct with a 16 or 17 year old.
3. **Robbery** is *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*.
4. **Aggravated Assault** is *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*.
5. **Burglary** is *the unlawful entry of a structure to commit a felony or a theft*.
6. **Motor Vehicle Theft** is *the theft or attempted theft of a motor vehicle*. A motor vehicle is any self-propelled vehicle that runs on land surface such as automobiles, trucks, buses, motorcycles, motor scooters, trail bikes, mopeds, all-terrain vehicle self-propelled motor homes, snowmobiles, golf carts and motorized wheelchairs.
7. **Arson** is *any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property of another etc.*

## 2. HATE CRIMES

**Race** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

1. **Religion** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Buddhism, Christianity (Baptist, Catholic, Christian – no denomination, Jehovah’s Witness, Lutheran, Methodist, Mormon/Latter-Day Saints, Presbyterian, Protestant, Seventh-Day Adventist etc.), Hinduism, Islam, Nonreligious (Secular, Agnostic, Atheist), Primal-indigenous
2. **Sexual Orientation** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.
3. **Gender** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
4. **Gender Identity** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.
5. **Ethnicity** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term “race” in that “race” refers to a grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.
6. **National Origin** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.
7. **Disability** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

For *Clery Act* purposes, Hate Crimes include any of the following offenses that are motivated by bias:

- |  |  |
|--|--|
| 1. Murder and Non-negligent Manslaughter | 7. Arson                                     |
| 2. Sexual Assault                        | 8. Larceny-Theft                             |
| 3. Robbery                               | 9. Simple Assault                            |
| 4. Aggravated Assault                    | 10. Intimidation                             |
| 5. Burglary                              | 11. Destruction/Damage/Vandalism of Property |
| 6. Motor Vehicle Theft                   |  |

1. **Larceny-Theft** is the unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing. The stealing of any property or article that is not taken by force and violence or by fraud.
2. **Simple Assault** is an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving

*apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.*

3. **Intimidation** is to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
4. **Destruction/Damage/Vandalism of Property** is to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

### 3. VAWA OFFENSES (Violence Against Women Act)

1. **Dating Violence** is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
2. **Domestic Violence** is defined as a felony or misdemeanor crime of violence committed –
  - a. By a current or former spouse or intimate partner of the victim;
  - b. By a person with whom the victim shares a child in common;
  - c. By a person who is cohabitation with, or has cohabitated with the victim as a spouse or intimate partner;
  - d. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
  - e. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
3. **Stalking** is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to –
  - a. Fear for the person's safety or the safety of others; or
  - b. Suffer substantial emotional distress
    - **Course of conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
    - **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
    - **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

### 4. ARRESTS AND DISCIPLINARY REFERRALS

The College must disclose the number of arrests and the number of person referred for disciplinary action for the following law violations that occur on the College's Clery Act geography.

1. Weapons: Carrying, Possessing, Etc.;
2. Drug Abuse Violations; and
3. Liquor Law Violation

In 1990, Congress enacted the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542), which amended the Higher Education Act of 1965. This act required all postsecondary institutions participating in Title IV student financial assistance programs to disclose campus crime statistics and security information. The information below is for activity from January 1, 2020 through December 31, 2022.

<b>CRIME STATISTICS</b>						
<b>Category</b>	<b>2020</b>		<b>2021</b>		<b>2022</b>	
	<b>On Campus</b>	<b>Public</b>	<b>On Campus</b>	<b>Public</b>	<b>On Campus</b>	<b>Public</b>
<b>Criminal Offenses</b>						
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
Rape	0	1	0	0	0	0
Fondling	0	1	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	1	0	1	0	0
Arson	0	0	0	1	0	1
<b>Hate Crimes</b>						
Race	0	0	0	0	0	0
Gender	0	0	0	0	0	0
Gender identity	0	0	0	0	0	0
Religion	0	0	0	0	0	0
Sexual orientation	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0
National origin	0	0	0	0	0	0
Disability	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0
<b>VAWA Offenses (Violence Against Women Act)</b>						
Domestic violence	0	1	0	1	0	0
Dating violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
<b>Arrests</b>						
Weapons law violations	0	1	0	0	0	0
Drug abuse violations	0	2	0	3	0	6
Liquor law violations	0	5	0	0	0	1
<b>Disciplinary Actions</b>						
Weapons law violations	0	1	0	0	0	0
Drug abuse violations	0	2	0	0	0	0
Liquor law violations	0	3	0	0	0	0
<b>Unfounded Crimes</b>						



Total unfounded crimes	0	0	0	0	0	0
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**CONTACT INFORMATION**

**Location**

Tooele Technical College  
 88 South Tooele Blvd.  
 Tooele, UT 84074

**For College Emergencies**

Main Number	435-248-1800
Security (Non-Emergency)	435-248-1820
College Emergency (Daytime)	435-248-1820
College Emergency (After 4:00pm)	435-840-4192
Facilities	435-248-1820
Student Services	435-248-1800
Tooele Police (Emergency)	911
Tooele Police (Non-emergency)	435-882-8300

**Campus Security Authorities (CSAs)**

Facilities Manager (CSA Coordinator)	435-248-1820
President	435-248-1801
VP of Finance and Operations	435-248-1810
VP of Student Services (Title IX Coordinator)	435-248-1840
VP of Instruction	435-248-1849
Director of Student Services	435-248-1848
Advisor	435-248-1844
Director of Information Technology	435-248-1808



## Annual Security Report

- Campus Info; Campus Services & Information; UBTech Annual Security Report
- Admissions; Scholarships & Financial Aid; UBTech Annual Security Report
- Admissions; Scholarships & Financial Aid; View Consumer Information; Crime Report section
- Student Handbook

Uintah Basin Technical College

# 2023 Annual Security Report

Uintah Basin Technical College  
Roosevelt Campus  
1100 E Lagoon Street  
Roosevelt, Utah 84066  
[www.ubtech.edu](http://www.ubtech.edu)

Vernal Campus  
450 North 2000 West  
Vernal, Utah 84078



## Table of Contents

Introduction .....	3
The Clery Act .....	3
Preparing the Annual Security Report .....	3
UBTech Security .....	4
Law Enforcement Partnerships .....	4
Campus Security Authorities .....	4
Crime Logs.....	4
Crime Reporting .....	5
UBTech Crisis Intervention Team.....	5
Voluntary/Confidential Reporting.....	6
Security and Access to Campus Facilities .....	6
Security Considerations in Building Maintenance .....	6
Timely Warnings .....	6
Emergency Notifications.....	7
Emergency Response and Evacuation Procedures .....	7
Procedures for Evacuation in Case of a Fire.....	8
Campus Safety and Crime Prevention Education .....	8
Alcohol, Tobacco and Drugs.....	9
Sexual Assault Prevention and Response .....	9
Introduction .....	9
Reporting .....	9
Disciplinary Actions.....	10
Sex Offender Registration Information .....	10
Offense Definitions.....	11
Crime Statistics .....	12
Notification .....	12
Roosevelt Campus Crime Statistics.....	12
Vernal Campus Crime Statistics .....	13
Contact Information.....	14
Location.....	14
For Campus Emergencies .....	14
Crisis Services .....	14

## Introduction

This report is compiled in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act and is intended to disseminate important crime statistics and campus safety information to the UBTech community.

The primary goal is to provide for the safety and security of all members of the UBTech community—our students, faculty, staff, and guests. Campus safety and security is a collaborative effort involving all members of the community and we value our partnership with the community in making the campus of Uintah Basin Technical College safe.

This publication is intended not only to communicate mandatory crime statistics and campus safety information for students, staff, and potential employees, but also to assist prospective students in the decision-making process of selecting a college by highlighting that UBTech is a safe place to learn.

## The Clery Act

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101- 542). This amendment required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act in memory of Jeanne Clery, a university student who was killed in her dorm room in 1986. More commonly known as the Clery Act, this law requires colleges and universities to:

- Collect, classify and count crime reports and statistics
- Issue campus alerts
- Publish an annual security report
- Submit crime statistics to the Department of Education
- Maintain a daily crime log
- Disclose missing student notification procedures
- Provide fire safety information

## Preparing the Annual Security Report

This annual security report is compiled and prepared by the UBTech Financial Aid Office in cooperation with many campus departments, including:

- Administration
- Student Services
- Crisis Intervention Team
- Human Resources
- Facilities Services

Security reports and disciplinary referral statistics are collected from the above groups, while statistical information for reported criminal activity that occurs on campus are retrieved from the Uintah County Sheriff's Office and Roosevelt City Police Department databases. For

purposes of making timely warning reports and the annual statistical disclosure required under Clery, the campus community should report crimes to the Vice President of Student Services and the Roosevelt City Police Department or Uintah County Sheriff's Office.

## UBTech Security

The UBTech Crisis Intervention Team members respond to security, behavioral, fire, medical and environmental issues supporting public safety, fire, emergency medical system and other emergency response agencies. Students and visitors are urged to contact a responsible employee of the college to initiate the emergency response process. The Crisis Intervention Team does not have police authority but are authorized to enforce the college's rules and regulations on campus property and may also enforce the college's vehicle parking and traffic regulations on campus. The Uintah County Sheriff's Office and Roosevelt City Police Department provide mutual assistance when needed and when it concerns criminal matters.

## Law Enforcement Partnerships

The Uintah Basin Technical College is within the jurisdiction of the Uintah County Sheriff's Office (Vernal Campus) and Roosevelt City Police Department (Roosevelt Campus) which are responsible for law enforcement and handling of criminal activities on campus. Uintah County Deputies and Roosevelt City Police officers are dedicated to the enforcement of state and federal laws without favoritism or bias. The Roosevelt City Fire Department or Vernal City Fire Department is responsible for responding to fire and HAZMAT emergencies on campus.

## Campus Security Authorities

Although the reporting of criminal activity directly to the UBTech Crisis Intervention Team is encouraged, crimes may also be reported to any responsible employee. Responsible employees include any college officials who have responsibility for student and campus activities. Responsible employees are responsible for forwarding non-identifying information to the UBTech Crisis Intervention Team for inclusion in the annual security report, regardless of whether or not the victim chooses to file a report with law enforcement or press charges. As defined under the Clery Act, responsible employees include college administrators, directors, coordinators, faculty members, Student Services counselors and advisors, and any campus staff involved in disciplinary proceedings. Please be aware that information forwarded by responsible employees is for statistical purposes only. In order for a case to be investigated by the UBTech Crisis Intervention Team, a report must be made. In order for criminal charges to be filed, a police report must also be filed with the Uintah County Sheriff's Office or Roosevelt City Police Department.

## Crime Logs

The 1998 amendments to the Clery Act introduced the requirement that campus security departments maintain a daily written crime log of any crime (not just those required to be included in the Annual Security Report) that is reported to the campus security department. The UBTech daily crime log is available for public review during normal business hours and is maintained by the Vice President of Student Services.

## Crime Reporting

Campus community members are strongly encouraged to immediately report criminal and suspicious activity occurring on UBTech property to the UBTech Crisis Intervention Team. Reports can be made directly to a responsible employee or to the UBTech Crisis Intervention Team directly. Reports may also be made to the Uintah County Sheriff's Office or Roosevelt City Police Department. See the emergency contacts page for contact information.

Unfortunately, crime is a reality and preventing crime is everyone's responsibility. If you suspect a crime has taken place, contact the UBTech Crisis Intervention Team (located in Student Services).

For emergencies call: 911

For non-emergencies call: "0" (College Operator); 789-4222 (Vernal Police/Fire); or 435-722-4558 (Roosevelt Police/Fire)

### UBTech Crisis Intervention Team

Taija Jackson.....	435-722-6910
Hilary Price .....	435-722-6928
Jason Johnson.....	435-722-6906

Suspicion of crime does not require proof. If you suspect a crime has been committed or is being committed, contact a responsible employee immediately. Make a difference—call. You can help prevent crime.

If you are a victim or witness of a crime. Report the incident immediately to the police or campus officials. If you can, gather pertinent information, such as sex, race, hair color, length and texture, body size, height, clothing description, scars and other noticeable characteristics, modes of travel, type of vehicle, color, license information and direction of travel.

Suspicious persons: If you see anyone acting suspiciously, call campus officials. Do not approach the individual yourself. Report the type of suspicious behavior and the location. Relay information concerning the involved person including: age, sex, dress, vehicle, and direction of travel.

What to Report: When calling the Crisis Intervention Team to report an incident, please provide the following information:

1. Your name
2. Location of Incident
3. Type of Incident
4. Description of suspect, vehicle, or other pertinent information
5. Return telephone number



## Voluntary/Confidential Reporting

If you are the victim of a crime, we encourage you to file a crime report. If you would like to maintain confidentiality and do not wish to pursue action within the UBTech disciplinary or criminal justice system, you are encouraged to consider filing a confidential report for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the UBTech Crisis Intervention Team or a responsible employee. The information can enhance campus safety by allowing UBTech to keep a more accurate record of crimes, helping to determine whether a pattern of crime exists, and alerting the campus to potential danger.

## Security and Access to Campus Facilities

During business hours, the UBTech Campus is open to students, parents, employees, contractors, and guests. During non-business hours, access to UBTech facilities is restricted to those issued an official key, or to those authorized for unscheduled access. Access to campus facilities outside of normal business hours varies. The corresponding Director or Coordinator is responsible for determining access to the facilities under their control. It is unlawful for any person to trespass on the grounds of any state of Utah institution of higher education or to damage or deface any buildings or grounds of such institutions.

## Security Considerations in Building Maintenance

The UBTech Facilities Department maintains campus buildings and grounds with a concern for safety and security. These facilities are inspected regularly. They respond promptly to reports of potential safety and security hazards, such as broken windows and locks, and make prompt repairs to any other safety challenges when needed. Students, as well as employees, are encouraged to immediately report all accidents, injuries, and hazards. The Roosevelt City Police (435-722-4558) and Uintah County Sheriff's Office (435-789-4222), respond to direct phone calls requesting assistance in safety and security matters.

UBTech is currently in the process of installing, updating, and integrating access controls and building security management systems to improve security on campus.

## Timely Warnings

The Clery Act requires that each campus provide a "timely warning" to the campus community concerning the occurrence of a Clery crime that the campus believes represents a continuing threat to the campus community.

The amount and type of information that the campus will disclose in a "timely warning" report will vary depending on the circumstances of each case. In general, whenever a report of a violent crime against a person or a major crime against property on campus is received, and it is determined by the UBTech Crisis Intervention Team that the report represents an ongoing threat to the safety of the campus community, the UBTech Crisis Intervention Team must issue a Campus Crime Alert. The alerts should include the following details of the crime, if available:

- A concise description of the incident
- A physical description of the suspect, including gender and race
- Composite drawing of the suspect, if available
- Apparent connection to previous incidents, if applicable
- Race of the victim, if relevant
- Sex of the victim, if relevant
- Injury sustained by the victim
- Date and time the campus crime alert was released

The warning will be distributed utilizing one or more of the following systems:

- Overhead public announcement
- Email and Text messages
- UBTech main website
- UBTech Social Media accounts
- Press release as authorized by the Campus President

## Emergency Notifications

Upon confirmation of a serious or emergency situation that poses an immediate threat to the health or safety of the campus community, a campus-wide notice will be circulated, unless issuing a notification will, in the judgment of the responding authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Events that qualify for emergency notifications include, but are not limited to, the following:

- Extreme weather conditions
- Earthquake
- Gas leak
- Terrorist incident
- Armed intruder
- Bomb threat
- Civil unrest or rioting
- Explosion
- Nearby chemical or hazardous waste spill
- Aircraft crash
- Fire

Emergency notifications are made via voice calls, text messages, email alerts, UBTech Social Media accounts and the UBTech Website. In order for the emergency notification system to effectively make notifications, students and staff are encouraged to keep all contact information updated with Student Services (for students) or Human Resources (for employees).

## Emergency Response and Evacuation Procedures

The Campus Emergency Operations Plan provides the framework for an organized response to various human-caused and natural emergency situations. The Campus Emergency Operations Plan and Campus Evacuation Guidelines have been developed for specific programs and

buildings, which provide specific evacuation procedures. It is recommended that students and staff members become familiar with these plans and procedures prior to an emergency.

UBTech conducts numerous emergency response exercises each year, such as drills and tests of the emergency notification system. These exercises are designed to assess and evaluate the emergency plans and capabilities of UBTech.

## Procedures for Evacuation in Case of a Fire

When a building alarm is activated (automatically or manually), you should:

- Notify students to evacuate (ensure that individuals with disabilities are aware and receive assistance to evacuate if necessary)
- Call 911 and other UBTech personnel and be prepared to give specific information regarding self, the building, and the alarm
- Inform emergency response personnel of any special needs students who may need assistance with evacuating
- Assist in keeping students in designated evacuation areas until otherwise notified. If a student hears a fire alarm, or sees smoke/flames in their building, they are to leave quickly if it is safe to exit
- If there is smoke in the area, keep low to the floor
- Close all the doors as you leave
- Leave the doors unlocked

## Campus Safety and Crime Prevention Education

The UBTech Student Services Department actively participate in efforts to educate the campus community about crime awareness and personal safety. Campus safety presentations on various topics are provided for students and staff periodically, and upon request throughout the year.

Presentations and workshops covering a variety of topics are available, including office and classroom safety, sexual assault and rape prevention, vehicle security, workplace violence, internal threat and active shooter training, and emergency evacuation and campus emergency procedures training. Office and classroom safety surveys are also conducted periodically and can be requested at any time.

In addition to formal training presentations, information is also available through UBTech, such as the UBTech Emergency Operations Plan, Health & Safety policies and Emergency Guidelines Quick list.

While the UBTech Crisis Intervention Team may offer advice and assistance regarding campus safety, all members of the campus community are encouraged to take responsibility for their own safety and, when possible, assist others. All members of the campus community are encouraged to use common sense, be proactive, and take precautions. To prevent unauthorized access to campus buildings, doors should not be propped open, left unlocked, or opened for any unknown person. ID badges and keys should be kept secure and the loss or theft of ID cards and or keys should be reported immediately. Crimes or suspicious circumstances should be reported to a responsible employee immediately.

## Alcohol, Tobacco and Drugs

UBTech has a stringent policy governing the use of alcohol and other drugs. The purchase, possession, use, consumption, sale, distribution or storage of any alcoholic beverage, controlled substance or illegal drug is prohibited on any campus or training site, and at all College activities. In accordance with the Indoor Clean Air Act, all buildings on all campuses and centers are smoke-free. E-cigarettes and nicotine vapor producing devices are also prohibited on UBTech property. Violators may be subject to disciplinary action and to prosecution by local law enforcement authorities.

In compliance with state and federal law, UBTech policy prohibits the use, possession, or cultivation of marijuana for medical purposes on any campus property, nor is it allowed at any college sponsored event or activity off campus.

For more information, visit: [www.drugabuse.gov](http://www.drugabuse.gov) or [www.samhsa.gov](http://www.samhsa.gov)

## Sexual Assault Prevention and Response

### Introduction

On March 7, 2013, President Obama signed a bill that strengthened and reauthorized the Violence Against Women Act. Included in the bill was the Campus Sexual Violence Elimination Act (Campus SaVE), which amends the Jeanne Clery Act and affords additional rights to campus victims of sexual violence, dating violence, domestic violence, and stalking. This report reflects the implementations of those changes and amendments.

Students, staff, and faculty at UBTech have the right to learn and work in an environment that is free from all forms of sexual misconduct (including sexual assault), domestic violence, dating violence, and stalking. UBTech Non-Discrimination, Sexual Harassment, Sexual Violence and Related Conduct, and Student Code of Conduct policies prohibit such conduct.

In an effort to reduce the risk of sexual misconduct as well as the crimes of rape, sexual assault, sexual harassment, stalking, dating violence and domestic violence occurring among its students, UBTech utilizes a range of campaigns, strategies and initiatives to provide education in the areas of awareness, risk reduction and prevention programming.

### Reporting

UBTech does not tolerate sex offenses in any form, including sexual assault, sexual misconduct, harassment, exploitation, or intimidation. Reports of sex offenses may be made to the UBTech Crisis Intervention Team, Human Resources, the Roosevelt City Police Department or Uintah County Sheriff's Office, the Vice President of Student Services, any program director, faculty member, or responsible employee.

Sex offenses can be addressed both through the UBTech administrative procedures and through the criminal justice system. Any criminal proceeding is entirely separate from administrative proceedings of UBTech. Roosevelt City Police Officers and Uintah County Sheriff Deputies are trained in the proper identification, collection, and preservation of evidence, which is essential to the successful prosecution of most sex offenses. It is crucial that law enforcement be contacted as soon as possible. Reporting the crime to law enforcement also allows action that may prevent further victimization, can lead to the

apprehension of the suspect, and provides the opportunity to have the incident documented for more accurate statistical recording.

If a person does not wish to make a report to law enforcement, they are still encouraged to seek professional medical advice. (Please note that all health-care providers are legally required to report all cases of suspected sexual or physical assault to law enforcement.)

In an effort to assist victims of sexual assault, the following information is made available. Police and Rape Crises Centers are trained to assist victims with medical help and counseling in a time of crisis. The following procedures should be followed if someone is a victim of a sex offense:

- A report should be made immediately to law enforcement
- Medical attention should be sought, if needed
- The victim should not change clothes or shower
- No items should be disturbed in the place the attack occurred
- A Victim’s Advocate, friend or relative can be contacted to be with the victim
- If desired, the victim may request a change in their academic situation. The Vice President of Student Services should be contacted to assist and discuss options
- If the victim does not want to contact the police, the following list of resources is provided:
  - Uintah Basin Medical Center ..... 435-722-4691
  - Ashley Valley Medical Center ..... 435-789-3342
  - Rape/Sexual Assault Crisis Line..... 888-421-1100
  - Women’s Crisis Center ..... 435-781-0613
  - Utah Coalition Against Sexual Assault (UCASA)..... 866-878-2272
  - Victim Advocate Program- Duchesne County ..... 435-722-8003
  - Victim Advocate Program- Vernal Police ..... 435-789-4250

If a victim does not wish to make a report with law enforcement, they are encouraged to consider filing a confidential report with UBTech for purposes of inclusion in the annual disclosure of crime statistics. These types of reports can be made to the UBTech Crisis Intervention Team. The information can enhance campus safety by allowing the UBTech to keep a more accurate record of crimes, helping to determine whether a pattern of crime exists, and alerting the campus to potential danger.

### Disciplinary Actions

A student suspected of an alleged sex offense is subject to both criminal prosecution and disciplinary action under the Student Code of Conduct. Disciplinary action can be initiated even if criminal charges are not pursued. Both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding, and both shall be informed of the outcome.

### Sex Offender Registration Information

The Federal Campus Sex Crimes Prevention Act (amends 42 United States Code 14071), and the Utah Sex Offender Registration Act (77-27-21.5, U.C.A.) requires institutions of higher learning to issue a statement in their annual security report detailing where members of their campus community can obtain information concerning registered sex offenders. It also

requires sex offenders who are required to register under state law, to provide notice of their enrollment or employment at any institution of higher learning in the state where he/she resides.

Members of the public may access sexual offender information through the Roosevelt City Police Department or Uintah County Sheriff's Office.

Individuals wishing to learn additional information about registered sex offenders may go to the Utah Department of Corrections Sex Offender Registry website at:

<https://corrections.utah.gov/>

1. Click on the *Sex Offender Registry* tab
2. Check the *agree to terms* box and click *Continue*
3. Click on the *Search for Offenders in your area* tab

## Offense Definitions

Per the Clery Act, crimes are classified based on the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting Handbook (UCR). For sex offenses only, the definitions used are from the FBI's National Incident-Based Reporting System (NIBRS) edition of the UCR. Hate crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection. Although the law states that institutions must use the UCR for defining and classifying crimes, it doesn't require Clery Act crime reporting to meet all UCR standards.

- **Murder**: The willful killing of one human being by another
- **Negligent Manslaughter**: The killing of another person through negligence
- **Robbery**: The taking, or attempting to take, anything of value from a person by force, or threat of force or violence and/or by putting the victim in fear of immediate harm.
- **Burglary**: The unlawful entry into a building or other structure with the intent to commit a felony or a theft.
- **Aggravated Assault**: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury.
- **Larceny Theft**: The unlawful taking of property from the possession of another
- **Motor Vehicle Theft**: The theft or attempted theft of a motor vehicle (includes joyriding)
- **Liquor Law Violations**: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcohol. (Does not include DUI)
- **Drug Abuse Violations**: The violation of state and local laws to include unlawful possession, sale, and/or use of narcotic drugs such as cocaine, marijuana, methadone, etc.
- **Weapon Law Violations**: The unlawful possession of deadly weapons -- concealed or openly carried
- **Forcible Sex Offense**: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, including forcible rape, forcible sodomy, forcible fondling, etc.

- **Non-Forcible Sex Offenses**: Unlawful, non-forcible sexual intercourse to include incest and statutory rape (someone under the statutory age of consent).
- **Hate Crimes**: any of the aforementioned offenses, larceny, simple assault, intimidation, and vandalism reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Categories of bias are race, gender, religion, sexual orientation, ethnicity/national origin, or disability.
- **Domestic Violence**: Includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
- **Dating Violence**: Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship, will be gauged by its length, type, and frequency of interaction.
- **Stalking**: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

## Crime Statistics

### Notification

Prospective students and employees may obtain a copy of the annual security report from the Uintah Basin Technical College office or by visiting our website at <https://www.ubtech.edu>.

### Roosevelt Campus Crime Statistics

Category	2020	2021	2022
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	1	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft (Not including theft from a motor vehicle)	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny/Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0
Dating Violence	0	0	0
Domestic Violence	0	0	0
Stalking	0	0	0
Illegal Weapons Arrests	0	0	0
Drug Abuse Arrests	0	0	0
Liquor Law Arrests	0	1	0

## Vernal Campus Crime Statistics

Category	2019	2020	2021
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft (Not including theft from a motor vehicle)	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny/Theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0
Dating Violence	0	0	0
Domestic Violence	0	0	0
Stalking	0	0	0
Illegal Weapons Arrests	0	0	0
Drug Abuse Arrests	0	0	0
Liquor Law Arrests	0	0	0



## Contact Information

### Location

Uintah Basin Technical College  
Roosevelt Campus  
1100 East Lagoon Street  
Roosevelt, UT 84066

Vernal Campus  
450 North 2000 West  
Vernal, UT 84078

### For Campus Emergencies

Main Campus Operator - Roosevelt .....	435-722-6900
Main Campus Operator - Vernal .....	435-725-7100
Campus Emergency (Daytime) .....	Dial “0” from any campus phone
Facilities Manager .....	435-725-7142
Student Services - Roosevelt.....	435-722-6964
Student Services - Vernal .....	435-725-7101
Emergency Services .....	911
Roosevelt Police (Non-emergency) .....	435-722-4558
Uintah County Sheriff (Non-emergency) .....	435-789-4222

### Crisis Services

Crisis/Suicide Prevention - Roosevelt .....	435-634-5600
Crisis/Suicide Prevention - Vernal .....	435-789-6300
Domestic Violence Information Line.....	800-897-5465
DCFS Child Abuse Reporting Line.....	855-323-3237
APS Elder Abuse Reporting Line .....	800-371-7897
Utah Coalition against Sexual Assault .....	801-746-0404
Utah Office for Victims of Crime .....	800-621-7444

Listed services are only some of the service providers available, additional resources can be found at <https://211utah.org/> or by calling 2-1-1.



# CAMPUS SAFETY PLAN

UNITING FOR A SAFE AND EMPOWERED  
CAMPUS COMMUNITY

THE UNIVERSITY OF UTAH  
ANNUAL SECURITY REPORT, FIRE REPORT,  
AND CAMPUS SAFETY PLAN

INCLUDES CRIME STATISTICS FOR 2020, 2021, AND 2022  
PUBLISHED SEPTEMBER 2023



# TABLE OF CONTENTS

Annual Security Report, Fire Report, and Campus Safety Plan .....	3
Department of Public Safety.....	4
Staying Safe and Secure at the U.....	5
New Programs	
Crime Reporting, University Response, and Statistics .....	8
Anonymous Reporting, Confidential Reporting	
Racist and Bias Incident Response Team	
Daily Crime Log	
Educational Programs, Trainings, and Services	
Campus Statistics for Criminal Offenses	
Definitions under Federal Regulations	
Emergency Evacuation, Response & Notification .....	20
Evacuation	
Response	
Shelter-in-Place, Secure-in-Place	
Timely Warning (Safety Warning) Notifications	
Missing Student Notification .....	27
Security of and Access to Campus Facilities .....	28
Alcohol and Drugs on Campus .....	29
Educational Programs, Trainings, and Services	
Addressing Sexual Assault, Dating Violence, Domestic Violence, Stalking, and Other Forms of Sexual Misconduct .....	31
Primary Prevention and Awareness Programs	
Sexual Misconduct and Other Forms of Gender-Based Discrimination	
If you are sexually assaulted...	
University Disciplinary Process	
Sanctions and Protective Measures	
Related University Policies	
Other Educational Programs and Services	
Off-Campus Student Organizations.....	45
Campus Safety Improvements and Planning .....	46
Annual Fire Safety Report .....	48
Safety Coordination and Communication Among Campus Resources.....	69
Campus and Community Services .....	70

# ANNUAL SECURITY REPORT, FIRE REPORT, AND CAMPUS SAFETY PLAN

The University of Utah's Annual Security Report, Fire Report, and Campus Safety Plan ("Annual Security Report") is published each year to provide annual crime and fire statistics and information on safety and security-related services offered by the university. This report is designed to provide students, staff, faculty, and visitors with personal and fire safety information and to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. This report also complies with the Campus Safety Plan requirement of Utah Code Ann. 53B-28-301. This report covers the University of Utah main campus in Salt Lake City, Utah, the University of Utah Sandy Center in Sandy, Utah, the University of Utah Graduate Center at St. George in St. George, Utah, the Bonderman Field Station at Rio Mesa in Grand County, Utah, the Range Creek Field Station in Emery County, Utah, and the Taft-Nicholson Environmental Humanities Center in Lima, Montana. The University of Utah Asia Campus in Incheon, South Korea, is covered in a separate Annual Security Report.

## PREPARATION OF THE ANNUAL SECURITY REPORT

The Annual Security Report is prepared with data and information provided by the University of Utah Safety Department, the Office of the Dean of Students, Occupational and Environmental Health and Safety, the Office of Equal Opportunity and Affirmative Action, the Center for Student Wellness, Housing & Residential Education, Campus Security Authorities, U-Health, and numerous law enforcement agencies that provide services to university-controlled facilities and properties within their jurisdictions. These resources are formally brought together on a regular basis via the formation of a "Clery Committee" in 2014. There is the primary Clery Committee who meets quarterly to discuss Clery items and two sub-Clery committees who meet monthly to classify Clery crimes. The report summarizes university and campus safety policies and procedures and is designed to enhance your personal safety while you are at the University of Utah.

The University Safety Department encourages members of the university community to use this report as a guide for safe practices on and off campus. Each member of the university community receives an email that describes this report and provides its web address ([safety.utah.edu](https://safety.utah.edu)). For more information about this report, or to receive a physical copy of the report, please visit the University of Utah's Department of Public Safety Building at 1658 East 500 South during business hours, 8 a.m. to 5 p.m., or email the Associate Director of Clery Compliance at [t.justesen@utah.edu](mailto:t.justesen@utah.edu) or call 801-646-6629. For questions about campus safety, email the Office of the Chief Safety Officer at [safeu@utah.edu](mailto:safeu@utah.edu) or call 801-587-1582.

## REGULATIONS LIBRARY

The University of Utah Regulations Library includes the text of university policies and links to university rules, procedures, guidelines, forms, and other information. Individuals can access the Regulations Library at [regulations.utah.edu](https://regulations.utah.edu).

# UNIVERSITY SAFETY

## MESSAGE FROM THE CHIEF SAFETY OFFICER



"I hear you and I believe you." My teams and I have made this statement to many in the University of Utah community as we continue to build the Department of Public Safety. University Police, Campus Security, U Health Security, Community Services, Emergency Communications, Emergency Management, and Clery Compliance all share the same core philosophy of we are here to serve you. It doesn't matter if you need an escort to your car, need help as a patient in our health care system, or just received a message about an emergency on-campus, the Department of Public Safety is using the opportunity to show you our dedication to your safety.

The University's Department of Public Safety continues

to enhance our services. We are working toward national accreditation from the International Association of Campus Law Enforcement Administrators, and advancing our efforts to engage the community in the development, strategic direction, and oversight of our department through the Public Safety Advisory Committee, the Independent Review Committee, the SafeU Student Ambassador program, presidential interns and more.

We are proud to inform you that we have officially opened a new public safety building, a key milestone for our department and for the university. This new space provides the public a location to stop by one building and have access to the entire main campus Department of Public Safety team. This location can also help members of the public connect to the UHealth team as needed.

In continuance of informing the public about the University of Utah crime statistics, this report separates crime data into red and black numbers. The red numbers in 2022 show the incidents that occurred in the University of Utah Health (U-Health) system and the black numbers show the incidents that occurred on academic campus locations. U-Health is the only academic

medical center in the state of Utah and the Mountain West. It serves thousands of individuals each year and is the training ground for many of the state's health care professionals. By separating the numbers, the Department of Public Safety hopes to provide more precise data for both the campus community and those that visit our campus for medical care.

As you read through our annual report, we hope you gather information about the University of Utah crime statistics, as well as other safety-related information and resources. This can be a helpful tool in connecting you with programs offered by the university and in identifying tips for keeping yourself and others safe.

Feeling safe, welcomed, and having a sense of belonging is imperative for members of our community to thrive, heal, and focus on their aspirations and goals. I am committed to leading with respect and empathy as we work together to create a safe and empowered campus community.

A handwritten signature in black ink that reads "Keith D. Squires". The signature is fluid and cursive.

Keith D. Squires  
Chief Safety Officer

# STAYING SAFE AND SECURE AT THE U

## CAMPUS LAW ENFORCEMENT

The University of Utah's policy concerning campus law enforcement can be found in the Regulations Library at Policy 1-011(III)(C) (located at: [regulations.utah.edu/general/1-011.php](https://regulations.utah.edu/general/1-011.php)). University of Utah Police officers are fully trained and certified Utah peace officers, and have the same arrest, detention, and police authority as any other police officer in Utah. Additionally, University Police officers have the authority to enforce University of Utah regulations. See Utah Code Ann. § 53B-3-105. University security personnel have no enforcement or arrest authority.

The University of Utah Department of Public Safety includes University Police, Campus Security, Community Services, Emergency Communications, Emergency Management, U Health Security, and the Office of the Chief Safety Officer. The Department of Public Safety works closely with other Salt Lake City and County law enforcement agencies as well as state and federal authorities. University Police maintains a written mutual aid agreement between all municipal agencies and the Salt Lake County Sheriff's Office. Within this MOU, it is outlined that University Police will handle all reports taken on Clery geography as well as all investigation will be lead by University Police. The MOU does allow University Police to request assistance from other agencies including staffing resources and equipment. University Police has primary jurisdiction on the University of Utah Campus, at University Student Apartments, and at

university-owned offices in Research Park. The Department of Public Safety shares responsibility with the Salt Lake Police for portions of Research Park not owned by the university, roadways adjoining campus, and the athletic complex on Guardsman Way. Off-campus offices, clinics, and remote campus sites receive police services from the local jurisdictions in which the sites are located.

## CONTACT INFORMATION

University of Utah Department of Public Safety  
1658 East 500 South  
Salt Lake City, UT 84112  
[safety.utah.edu](https://safety.utah.edu)  
801-585-2677

## EMERGENCIES

All campus and other phones:  
Dial 911

## TIPS FOR STAYING SAFE

The University of Utah seeks to provide a safe and enriching experience for students, employees, and others who make use of campus facilities. Responsibility for a crime lies with the person committing it; however, there are some things individuals can do to reduce their risk of experiencing crime.

## GENERAL SAFETY

- » Report any suspicious activity, crimes, or other concerns to the Department of Public Safety Dispatch at 801-585-2677.
- » Safety hazards such as unsafe lighting or landscape hazards should be reported to Environmental Health and Safety at 801-581-6590.
- » Be aware of your surroundings and avoid distractions, especially when walking alone. Try to avoid isolated or dark areas. Walk in groups whenever you can—there is safety in numbers.
- » Let a family member or friend know when you're going somewhere and your estimated time of arrival or return. This allows them to notify police as quickly as possible if there is a problem.
- » For bike security, use a U lock to secure your bike and be sure to register your bike with University Police. Keep a record of the serial number for your bike to assist police with recovery in the case of theft.
- » Use the U's **SafeRide** program or a courtesy escort (Main campus: 801-585-2677; University Hospital: 801-581-2294) to get around main campus.



### IN CAMPUS BUILDINGS

- » Most property crimes are committed in response to an opportunity. The best prevention is to eliminate opportunities for a crime to be committed. Crimes related to assault, interpersonal violence, sexual assault, stalking, and sexual harassment are related to choices perpetrators make related to power and control. It is never the fault of the victims of these crimes when they occur.
- » Avoid working or studying alone in a building at night.
- » Avoid stairs in remote sections of buildings.
- » Keep purses and bags locked up in a drawer or cabinet instead of underneath or on top of your desk.
- » Keep money, electronics, and other valuables locked away.
- » Keep personal belongings in sight or take them with you as you move around a building.
- » Never prop doors open, even for a short time.
- » Be cautious of removing jewelry to wash hands. These items are easily lost or stolen.
- » Get involved in prevention of crimes of interpersonal violence. More at [violenceprevention.utah.edu](http://violenceprevention.utah.edu).

### IN RESIDENTIAL LIVING AREAS OR AT HOME

- » Develop a relationship with a neighbor that will encourage checking in on one another often.
- » Always lock your door, even if you intend to be gone only a moment or are just going down the hall.
- » Lock all doors and windows when you are sleeping or are alone.
- » Do not allow strangers to enter your living area.
- » Keep emergency numbers stored in your phone.
- » Report any emergencies to 911 immediately. Your call may save a life or stop a crime.
- » Do not put your address anywhere a stranger can get access, such as a hang tag or key chain.
- » Learn basic first aid.

### FINANCIAL ACCOUNTS

- » Utilize a bank account rather than keeping money in your room.
- » Keep ATM, debit and credit cards in a safe place. Never reveal a PIN number to anyone.
- » Never loan your ATM card to anyone, no matter who they are.
- » When possible, use ATM cards in daylight. If that is not possible, use an indoor ATM or one in an otherwise well-lit area.

### REPORTING OF ON-CAMPUS CRIMES OR EMERGENCIES

University of Utah Regulations Library Policy 1-011(III)(A)(1) (located at [regulations.utah.edu/general/1-011.php](http://regulations.utah.edu/general/1-011.php)), and Procedure P1-011A(III)(A)(1) (located at [regulations.utah.edu/general/procedures/P1-011A.php](http://regulations.utah.edu/general/procedures/P1-011A.php)) inform students and other members of the university community about the procedures to follow for reporting crimes. Students and others who become aware of criminal actions or other emergencies anywhere on the main campus, extended campuses or research locations should report these to University Safety. To report a crime, individuals may call the Department of Public Safety at 801-585-2677. To report emergencies, individuals may call 911. Individuals may also use any emergency phone located in some parking lots and public areas on the main campus, to report an emergency or a crime, and may also report in person at the Department of Public Safety, 1658 East 500 South, Salt Lake City, UT 84112.

Individuals at the extended campuses and research locations should report emergencies by dialing 911 and/or reporting to the following police agencies:

For the Juniper Building at the Herriman Campus:

Department of Public Safety - Utah Highway Patrol  
801-957-3800



For the University of Utah Sandy Center  
Sandy City Police Department  
10000 Centennial Pkwy # 111  
Sandy, UT 84070  
801-568-7200

For the University of Utah Graduate Center at St. George  
St. George Police Department  
265 N. 200 East  
St. George, UT 84770  
435-627-4300

For the Bonderman Field Station at Rio Mesa  
Grand County Sheriff  
25 S. 100 East  
Moab, UT 84532  
435-259-8115

For the Range Creek Field Station  
Emery County Sheriff  
80 Farrer St.  
Green River, UT 84525  
435-564-3431

For the Taft-Nicholson Environmental Humanities Center  
Beaverhead County Sheriff  
2 S. Pacific St. # 13  
Dillon, MT 59725  
406-683-3700

The university encourages accurate and prompt reporting of all crimes to University Police and other appropriate police agencies when the victim of such crimes elects to or is able to make such a report.

Incidents reported to University Police will be investigated for the purpose of reducing crime, improving safety, making disciplinary referrals, and

imposing criminal sanctions as appropriate. Additionally, incidents reported to Public Safety will be included in the statistical report contained in the Campus Security Report prepared annually by the university.

### **REPORTING OF OFF-CAMPUS CRIMES**

Crimes that occur off campus should be reported to the local police agency where the incident occurred. Salt Lake City Police (801-799-3000) has jurisdiction of most areas immediately adjacent to campus, the remaining majority of Salt Lake County is covered by multiple agencies. These agencies are serviced by a consolidated dispatch center, Valley Emergency Communications Center. Non-emergency incidents can be reported to 801-743-7000 (for Unified Police agencies) or 801-840-4000 (for all other agencies) and the center will send the correct agency based on location of the incident. Emergencies reported via 911 will be routed to the correct agency through dispatch.

### **S.B. 134 CAMPUS SAFETY REQUIREMENTS**

In 2019, the Utah Legislature passed Senate Bill 134. The bill requires each higher education institution in Utah to develop and annually update its campus safety plan. The campus safety plan must include information about policies and procedures, crime reporting, victim rights, past and future campus safety improvements, internal resource coordination and coordination with local law enforcement. Because the bill's requirements overlap

with many requirements of the Clery Act, the University of Utah has elected to incorporate its campus safety plan into this Annual Security Report. The bill also requires each institution to develop and implement a campus safety training curriculum. In addition, the bill requires student organizations to undergo annual safety training for purposes of recognition.



# CRIME REPORTING, UNIVERSITY RESPONSE, AND STATISTICS

Incidents involving student misconduct that are investigated by University Police may be referred to the Office of the Dean of Students for disciplinary action. Incidents that take place in the residence halls may be referred to Housing & Residential Education. Incidents involving staff misconduct may be referred to Human Resources for possible disciplinary action. Incidents involving faculty misconduct may be referred to the cognizant dean or senior vice president. Incidents involving any type of discrimination or harassment are referred to and investigated by the Office of Equal Opportunity and Affirmative Action.

*Criminal actions may also be reported to the offices listed below:*

#### **University of Utah Health Security**

50 North Medical Drive  
Salt Lake City, UT 84112  
801-581-2294

#### **Office of the Dean of Students**

200 S. Central Campus Drive  
Room 270  
Salt Lake City, UT 84112  
[deanofstudents.utah.edu](http://deanofstudents.utah.edu)  
801-581-7066

#### **Office of Equal Opportunity and Affirmative Action**

383 S University Street, Level 1  
OEO Suite  
Salt Lake City, UT 84112  
[oeo.utah.edu](http://oeo.utah.edu)  
801-581-8365

#### **Division of Human Resources**

420 Wakara Way Suite 105  
Salt Lake City, UT 84108  
[hr.utah.edu](http://hr.utah.edu)  
801-581-2169

#### **Housing & Residential Education**

822 Benchmark Plaza  
Salt Lake City, UT 84112  
[housing.utah.edu](http://housing.utah.edu)  
801-587-2002

#### **Sunnyside Apartments**

1945 Sunnyside Ave.  
Salt Lake City, UT 84108  
[apartments.utah.edu](http://apartments.utah.edu)  
801-581-8667

#### **Student Affairs, School of Medicine**

30 N. 1900 East #1C101  
Salt Lake City, UT 84123  
[medicine.utah.edu](http://medicine.utah.edu)  
801-551-7201

#### **University of Utah Sandy Center**

Manager  
10011 Centennial Parkway, Suite 100  
Sandy, UT 84070  
801-587-2520

#### **University of Utah Graduate Center at St. George**

1071 E 100 S, Suite A100  
St. George, UT 84770  
435-879-4760

#### **Bonderman Field Station at Rio Mesa**

On-Site Manager  
Entrada Ranch/Shura Road at Delores River  
Grand County, UT 84532  
[hau.truong@utah.edu](mailto:hau.truong@utah.edu)

#### **Range Creek Field Station**

On-Site Manager  
801-638-7400

#### **Taft-Nicholson Environmental Humanities Center**

Manager  
27700 South Valley Road  
Lima, MT 59739

Reports made to these offices, and not also made to University Police, will be included in the statistical report in the Campus Security Report but generally will not be investigated by the police.

#### **ANONYMOUS REPORTING**

Individuals who witness or are the victim of crime, but who wish to remain anonymous, may report the crime to the University Police anonymously. To do so, submit the form at [police.utah.edu/silent-witness-form/](http://police.utah.edu/silent-witness-form/). Individuals should specifically request that they remain anonymous. The report ensures that the occurrence of the crime will be included in the university's annual report, assists the police in determining if there is a pattern of crime with regard to a particular location, method, or suspect, and enables the police, in appropriate circumstances, to alert the campus community to potential dangers. Filing an anonymous report may limit the ability of the police to provide specific assistance or to investigate or solve a crime.

## **CONFIDENTIAL REPORTING**

University of Utah Regulations Library Policy 1-011(III)(C)(5) (located at [regulations.utah.edu/general/1-011.php](https://regulations.utah.edu/general/1-011.php)), inform students that pastoral and professional counselors working at the University Counseling Center, Women's Resources Center, and University Hospital as the Chaplain, when acting in their professional designated roles, are not required to report crimes disclosed to them for inclusion in the annual disclosure of crime statistics. However pastoral and professional counselors are encouraged, if and when they deem it appropriate, to inform the persons they are counseling of how to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Individuals who wish to report with or without identifying data can do so at [police.utah.edu/silent-witness-form/](https://police.utah.edu/silent-witness-form/).

## **RACIST AND BIAS INCIDENT RESPONSE TEAM**

This team is tasked with overseeing the creation, implementation, and long-term success of university protocols, programs, and processes in order to provide appropriate and calculated responses involving bias incidents and racism on campus. There are several offices on campus already engaged in this work, and this committee brings these perspectives together in an effort to develop a coordinated approach

and to capitalize on the knowledge, reporting structures, data and assessment, programming, and communication tools that already exist.

More information about the committee and the online reporting form can be found at [diversity.utah.edu/initiatives/rbirt](https://diversity.utah.edu/initiatives/rbirt).

## **TIMELY WARNING (SAFETY WARNING) NOTIFICATIONS**

The University of Utah must provide timely warning notices to the campus community when certain crimes are reported to Campus Security Authorities (as defined by federal law) and are determined by the Chief Safety Officer (or the chief's designee) to represent a serious or continuing threat to students and employees. These notifications are called Safety Warnings at the University of Utah. Anyone with information warranting a timely warning should report the circumstances to the Department of Public Safety by calling 801-585-2677 or 911. Timely warnings will generally be issued without delay after the crime has been reported to University Safety, a determination has been made that the report is credible, and the determination has been made that the crime presents a serious or continuing threat to the campus community. These warnings will include sufficient information to allow members of the community to protect themselves from harm. These warnings will withhold the names of victims as confidential. The university

may issue these warnings via postings on campus, through the Campus Alert system, through local news media, or in other ways. The individual or office responsible for issuing the warning will vary depending on how the warning is issued. For further information regarding these warnings notifications, please refer to the Emergency Evacuation, Response, and Notification section.

## **DAILY CRIME LOG**

The University Police maintains a Daily Crime log to record criminal incidents and alleged criminal incidents to students, faculty, staff and visitors. Crimes reported to University Police will be added to the Daily Crime log within two business days of a report. The Daily Crime log is located at [safety.utah.edu/crimelog/](https://safety.utah.edu/crimelog/).



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## **EDUCATIONAL PROGRAMS, TRAININGS, AND SERVICES**

The University of Utah takes seriously the safety and security of the campus. Public Safety and other departments on campus provide various programs and trainings to facilitate the safety of students and employees. The university provides comprehensive programming intended to prevent dating violence, domestic violence, sexual assault, and stalking. Several of these programs are listed below. Presentations on any campus safety, security, or law enforcement topic can be made by emailing [safeu@utah.edu](mailto:safeu@utah.edu).

**Emergency Phones (E-Phone or Blue Light phone)**- Emergency phones are strategically placed on main campus and in the Health Sciences Center in some campus walkways, parking lots, parking structures, some elevators, and other locations. These phones provide direct emergency access to U dispatchers to report an emergency. All blue light emergency phones are displayed on a campus map which can be found at [map.utah.edu](http://map.utah.edu). For immediate assistance, dial 911).

**Supporting Students in Distress**- The Office of the Dean of Students, the University Counseling Center and the Center for Student Wellness provide a training for faculty and staff on how to address concerning or disruptive behaviors that students exhibit. This training teaches faculty and staff how to identify a student in distress, how to intervene and offer support, and how to report such behavior. This

training is available upon request by contacting the Student Support Case Manager within the Office of the Dean of Students or using the request for presentation form available at [deanofstudents.utah.edu](http://deanofstudents.utah.edu).

**Dealing with Disruptive People Presentations**- Prepared and presented by Public Safety in conjunction with University Human Resources and the Office of the Dean of Students, this presentation focuses on identifying disruptive, threatening, or violent behaviors and taking appropriate actions when encountering individuals with these behaviors. Training is provided upon request.

**Student and Family Orientation**- Organized by the Office of Orientation and Transition and offered on an ongoing basis throughout the year, the Center for Student Wellness and the Office of the Dean of Students present on topics affecting the student community and the expectation that students will take care of their wellness and look out for the wellness of their peers. In this presentation, CSW and ODOS staff cover common wellness issues (interpersonal violence, alcohol and other drug use, mental health, and sexual health) and the offices students can count on for more information and support in those areas (e.g. CSW, ODOS, OEO, UCC, and University Safety).

**Campus Staff and Faculty Safety Meetings**- Public Safety provides presentations to various department on campus that address topics ranging from specific crime-related issues to safety tips, crime prevention, and safety awareness. University Safety will provide these presentations on request of any department on campus.

**Walk After Dark**- Environmental Health and Safety plans a yearly campus wide Walk After Dark. This is a program that engages students, staff, and faculty and takes preventative measures for our campus safety. The objectives of the walk are to observe and document lighting issues, shrubbery/landscaping issues, and uneven or broken pavement that may impact university community members' safety while on campus after dark.

**Sunnyside Apartments (USA) Block Party and Emergency Preparedness Fair**- Public Safety participates in this family event, held annually. The event also includes representatives from the university's Occupational and Environmental Health and Safety Department, Student Health Services, and the Department of Public Safety and Fire departments. The Center for Student Wellness provides information about Victim-Survivor Advocacy, bystander intervention, violence prevention, healthy relationships, low-risk alcohol and other drug use, sexual health, and other collegiate wellness concerns. University Safety provides security personnel and police officers to:

- » Provide crime prevention, safety tips and information about the escort program.
- » Provide information about campus safety, skateboard policies and the RAD program.
- » Provide safety tips for Halloween.

***Presentations for International Students-*** Organized by the International Student and Scholar Services office, and offered on an ongoing basis throughout the year, representatives from the Center for Student Wellness, the Office of the Dean of Students, and University Safety present on topics affecting the student community and the expectation that students will take care of their wellness and look out for the wellness of their peers. In this presentation, CSW and ODOS staff cover common wellness issues (interpersonal violence, alcohol and other drug use, mental health, and sexual health) and the offices students can count on for more information and support in those areas (e.g. CSW, ODOS, OEO, UCC, and University Safety). The presenters pay special attention to the unique challenges that international students may face during their transition to the U.

***Wellness Fair-*** The Center for Campus Wellness coordinates an annual resource fair providing comprehensive wellness and safety information and services. University Safety and other campus safety and wellness resources participate to provide education about safety, prevention, and services available for

the campus community. Free services are provided for students including flu shots, STI testing, and other wellness screenings.

***Ukids East Village and Village Day Care Centers-*** University Police officers visit with children regularly to discuss Halloween safety, bike safety, and other relevant safety topics.

***Community Standards Courses-*** These online prevention modules focus on proactive prevention behaviors to contribute to making our community a safe and welcoming place.

All new degree-seeking students are required to complete an online sexual assault prevention training in their first semester, after which they will be required to complete an online refresher training on an annual basis. When any sexual assault prevention course is assigned, a hold is placed on the student's account, preventing future registration until the training has been completed.

The mandatory training for undergraduate students also weaves in important content about identity, inclusion, hazing, bullying, and alcohol and other drugs. Additionally, every new student is also invited to complete a series of optional online prevention modules that go into those topics in greater depth.

***Active Shooter Video and Presentation-*** Students and employees can view a video, available at [emergency.utah.edu/active-shooter/](https://emergency.utah.edu/active-shooter/). The video provides information on how to respond to an active shooter on campus and steps students and employees can take to prevent such a situation. Additionally, on request, University Safety will show the video and facilitate a discussion on appropriate safety precautions, having a survivor mindset, and maintaining awareness of one's surroundings.

***The Utah Experience-*** This annual program welcomes athletes to the university football program. The program features short presentations on a wide variety of topics designed to assure a successful experience for athletes on the football team. One portion of the program is presented by University Police and discusses appropriate behavior toward and treatment of women, the effect of drugs and alcohol on judgment, and sexual assault prevention.



***Student Conduct Understanding Form-*** This information is provided by Housing & Residential Education as part of the student application to live on campus and focuses on the choices students make that enhance or impact their safety and their collegiate experience.

***Bystander Intervention Training-*** The Center for Campus Wellness offers Bystander Intervention training, which informs students about the importance of noticing and intervening upon potentially harmful situations (e.g. microaggressions; sexist, racist, homophobic, or transphobic comments; sexual assault; alcohol poisoning; emotional distress). This skill-building training teaches students how to identify their personal barriers to intervening and brainstorm ways to overcome those barriers, so that they may intervene safely and effectively in a wide range of scenarios.

One barrier for bystanders to take action is not interpreting a situation as harmful or minimizing the impact of a situation. To address this, participants practice identifying signs of distress or harm across an expanded timeline of scenarios from low-risk to high-risk (e.g., you see a fellow classmate crying in the hallway; witnessing microaggressions).

Participants are given several strategies to practice applying to their bystander intervention plan, using the 5 D's of the Step Up model. These include Discuss, Direct, Distract, Delegate and Delayed interventions.

Some of the common barriers people face when acting as a bystander is personal safety. To assist

with this real fear a bystander may call on others to assist them as they intervene in a situation, there is safety in numbers.

***Alcohol and Other Drug Education Sessions-*** The Center for Student Wellness provides tailored education sessions with students to address high-risk drinking and drug use. Educators help students identify barriers, learn about risks associated with alcohol and drug use, and discuss harm-reduction strategies to reduce their risk.

***ACES Peer Health Education Program-*** The Center for Student Wellness houses the ACES peer health education scholars program. Within the program, 20 students serve on four subteams: harm reduction, violence prevention, sexual wellness, and mental wellness. Each team is responsible for facilitating peer-to-peer workshops and trainings across campus that address a variety of issues. These include party culture and reducing harm around alcohol and other drug use; dismantling rape culture and promoting healthy relationships; safer sex practices and promoting healthy sexuality.

The ACES team also plans and hosts educational events across campus, including Sexual Assault Awareness Month (April) and Domestic Violence Awareness Month (October).

ACES are required to sign up for 0-2 credit hours, meet for a weekly class with their cohort, and facilitate workshops and events across campus.

***Healthy Relationships Workshops-*** The Center for Student Wellness provides a two-part workshop series that educates students about how to stay healthy and well during the lifespan of a relationship. The first workshop focuses on starting a new relationship; the second focuses on ending a relationship. In each workshop, students are able to build skills through engaging activities that focus on the importance of personal values, communication, consent, safety, and respect. Students leave the workshop aware of their personal values and boundaries in relationships, as well as an understanding of the relevant resources available to them on campus and beyond.

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**COORDINATION AND COMMUNICATION WITH OFF-CAMPUS POLICE AGENCIES AND OTHER RESOURCES**

University Police works closely with multiple off-campus police agencies, both in and out of state, as well as many other community resources. University Police regularly communicates with other agencies by sharing and receiving information relevant to campus safety, as well as coordinating efforts for investigations, events, and any other needs that arise.

The Center for Student Wellness partners with organizations and agencies in the community who work to prevent and respond to interpersonal violence. Partners including Utah Coalition Against Sexual Assault and Utah Domestic Violence Advisory Council attend resource fairs to provide information to share with students, faculty, and staff about prevention and education.

The Utah Domestic Violence

Council trains departments such as the University Safety, Housing and Residential Education, and Center for Student Wellness on domestic violence. They also train and coordinate the Lethality Assessment Protocol. We refer our campus community to the Domestic Violence Link Line for crisis services. The Utah Coalition Against Sexual Assault provides the mandatory 40 hour Sexual Assault Advocacy training for Victim-Survivor Advocates.

Our Victim-Survivor Advocates also work directly with organizations and agencies that provide direct services such as The Rape Recovery Center, the Family Justice Center, YWCA, Wasatch Forensic Nurses, the Utah Crime Victim Legal Clinic, Utah Office of Victims of Crime, and Legal Aid. With these agencies we partner to provide case coordination, mental health and medical referrals, strangulation and sexual assault forensic exams, hospital response, community-based advocacy,

support with criminal and civil justice processes, expedited divorce, emergency shelter, protective orders, stalking injunctions, legal representation, and assistance with immigration issues. We also work with off-campus law enforcement agencies our clients are involved with (i.e., SLPD, Unified, Murray, Midvale, Bountiful, Herriman). In addition, when pertinent we partner with agencies in other states for case coordination, safety planning and support with criminal justice processes.

**UNIVERSITY OF UTAH GRADUATE CENTER AT ST. GEORGE CRIME STATISTICS**

No reportable criminal incidents have been reported or identified for the St. George Center. For the past three years (2020, 2021, and 2022) no criminal incidents were reported to the campus security authority for the St. George Center.



\* Under the Clery Act, an institution that has on-campus student housing facilities must separately disclose two sets of on-campus statistics:

- » The total number of crimes that occurred on campus, including crimes that occurred in student housing facilities.
- » The number of crimes that occurred in on-campus student housing facilities as a subset of the total.

The following campus crime statistics are reported in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics, which shows a three-year comparison of reportable crimes.

Numbers in red in the 2022 data indicate incidents that happened in the UHealth system.

Salt Lake City Campus	2022						2021						2020					
	On-Campus	Residence Hall	Public Property	Non-Campus	Unfounded	Total	On-Campus	Residence Hall	Public Property	Non-Campus	Unfounded	Total	On-Campus	Residence Hall	Public Property	Non-Campus	Unfounded	Total
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses</b>																		
Rape	19	15	0	6 (1)	2 (2)	25	17	7	0	5	2	22	15	9	1	5	1	21
Fondling	44 (25)	8	0	7 (1)	4 (4)	51	26	6	0	3	2	29	15	3	0	1	1	16
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	5	4	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	0	0	1	1	1	0	0	0	1	1	0	1	0	0	2
Aggravated Assault	8 (5)	1	0	2	0	10	10	1	0	3	0	13	4	1	1	0	0	5
Burglary	22 (2)	4	0	3	0	25	9	0	0	5	0	14	25	1	0	3	0	28
Motor Vehicle Theft	20 (3)	0	0	9 (5)	0	29	13	0	4	7	0	24	11	0	1	7	0	19
Arson	1	1	0	0	0	1	0	0	0	0	0	0	1	1	0	0	0	1
<b>VAWA Offenses</b>																		
Domestic Violence	15 (6)	7	0	5	0	20	14	8	0	6	0	20	16	9	1	1	0	18
Dating Violence	4	4	0	0	0	4	2	2	0	2	0	4	2	2	0	1	0	3
Stalking	67 (8)	8	0	2 (2)	0	69	65	7	1	7	0	73	24	8	2	2	0	28
<b>Arrests</b>																		
Weapons	2 (1)	0	0	6 (2)	0	8	2	1	0	1	0	3	4	0	0	0	0	4
Drugs	9 (3)	0	0	38 (28)	0	47	15	1	0	0	0	15	15	2	3	1	0	19
Alcohol	3	0	0	0	0	3	7	0	0	0	0	7	3	2	1	0	0	4
<b>Judicial referrals</b>																		
Weapons	0	0	0	0	0	0	2	0	0	1	0	3	0	0	0	0	0	0
Drugs	39	39	0	0	0	39	68	51	0	23	0	91	57	57	0	0	0	57
Alcohol	389	309	0	0	0	389	299	283	0	3	0	302	250	238	0	3	0	253
<b>Hate Crimes</b>																		
Murder/Non-negligent	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	1 (Ra)	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	2 (Ra)	0	0	0	0	2	0	0	0	1 (Ra)	0	1	1 (Ra)	0	0	0	0	1
	1 (Ra)																	
	2 (Ra)																	
	1 (Re)																	
Intimidation	1 (S)	1 (S)	0	0	0	5	2 (Ra)	1 (Ra)	0	0	0	2	1 (Ra)	0	0	0	0	1
Vandalism	1 (S)	0	0	0	0	1	1 (Ra)	1 (Ra)	0	0	1 (Ra)	1	3 (Ra)	1 (Ra)	0	0	0	3

(Ra) Race (Re) Religion (S) Sexual Orientation (G) Gender (GI) Gender Identity (E) Ethnicity (N) National Origin (D) Disability



Sandy Campus

	2022				2021				2020			
	On-Campus	Public Property	Unfounded	Total	On-Campus	Public Property	Unfounded	Total	On-Campus	Public Property	Unfounded	Total
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses</b>												
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA Offenses</b>												
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>												
Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0
<b>Judicial referrals</b>												
Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0
<b>Hate Crimes</b>												
Murder/Non-negligent	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0



St. George Campus

	2022				2021				2020			
	On-Campus	Public Property	Unfounded	Total	On-Campus	Public Property	Unfounded	Total	On-Campus	Public Property	Unfounded	Total
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
<b>Sex Offenses</b>												
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA Offenses</b>												
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>												
Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0
<b>Judicial referrals</b>												
Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Drugs	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol	0	0	0	0	0	0	0	0	0	0	0	0
<b>Hate Crimes</b>												
Murder/Non-negligent	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0

## **RANGE CREEK FIELD STATION CRIME STATISTICS**

No reportable criminal incidents have been reported or identified for the Range Creek Field Station in Southern Utah. For the past three years (2020, 2021, and 2022) no criminal incidents were reported to the campus security authority for the Range Creek Field Station.

## **TAFT-NICHOLSON ENVIRONMENTAL HUMANITIES CENTER CRIME STATISTICS**

No reportable criminal incidents have been reported or identified for the Taft-Nicholson Center in Montana. For the past three years (2020, 2021, and 2022) no criminal incidents were reported to the campus security authority for the Taft-Nicholson Center.

## **DEFINITIONS UNDER FEDERAL REGULATIONS**

**Campus Property**- (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and is used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (2) Any building or property that is within or reasonably contiguous to the area identified in paragraph (1), that is owned by the institution, but controlled by another person, is frequently used by students and supports institutional purposes (such as food or other retail vendor).

Note: totals in the Residential Facilities include Housing & Residential Education and University Student Apartments. This column is a subset of the Campus Property column.

**Non-Campus Property**- 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.

**Public Property**- All public property, including thoroughfares, streets, sidewalks, and parking facilities, that

are within the campus, or immediately adjacent to and accessible from the campus.

**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. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**Arson**- Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property, etc.

**Burglary**- The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.



**Dating Violence**- Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the person involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. It does not include acts covered under the definition of domestic violence.

**Destruction/Damage/Vandalism of Property**- To willfully or maliciously destroy, damage, deface, or otherwise injure real or person property without the consent of the owner or the person having custody or control of it. Destruction/Damage/Vandalism of Property must be reported if associated with a hate crime.

**Domestic Violence**- A felony or misdemeanor crime of violence committed by: a current or former spouse or intimate partner of the victim; a person with whom the victim shares a child in common; a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; a person similarly situated to a spouse of the victim under the domestic

or family violence laws of the jurisdiction in which the crime of violence occurred; and, any person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Stalking**- Engaging in a course of conduct (two or more direct or indirect acts) directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or, suffer substantial emotional distress.

**Drug Abuse Violations**- The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in the preparation and/or use. The unlawful cultivation, manufacture, distribution, sale purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violation of state and local laws, specifically those related to the unlawful possession, sale use, growing, manufacture 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).

**Hate Crimes**- A criminal offense that manifests evidence that the victim was intentionally selected because of of the perpetrator's bias against the victim. The university is required to report statistics for bias-related (hate) crimes if the crime is motivate by the victim's race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability.

**Intimidation**- To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack. Intimidation must be reported if associated with a hate crime.

**Larceny-Theft**- The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Larceny-Theft must be reported if associated with a hate crime.

**Liquor Law Violations**- The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

**Manslaughter by Negligence**- The killing of another person through gross negligence.

**Murder and Non-negligent**

**Manslaughter**- The willful (non-negligent) killing of one human being by another.

**Motor Vehicle Theft**- The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joy riding).

**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, violence, and/or causing the victim fear.

**Simple Assault**- An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. Simple Assault must be reported if associated with a hate crime.

**Weapons Law Violations**- The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

**Sexual Assault/Sex Offenses**- Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. Statistics are reported for sexual offenses including rape, fondling, incest and statutory rape.

**Rape**- The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

**Fondling**- The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of their youth or because of their temporary or permanent mental or physical incapacity.

**Incest**- 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.

**Arrests and Disciplinary Referrals**

The Clery Act requires statistical reporting for weapons, drug, and liquor law violations as described above that result in arrests and/or are referred for disciplinary action. Clery defines "referred for disciplinary action" as the referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction. All referrals are managed by the Office of the Dean of Students.

# EMERGENCY EVACUATION, RESPONSE & NOTIFICATION

The University of Utah's policy on emergency evacuation and response can be found in the Regulations Library at Policy 1-011(III)(F) (located at [regulations.utah.edu/general/1-011.php](https://regulations.utah.edu/general/1-011.php)) and in Procedure P1-011A(III)(D) (located at [regulations.utah.edu/general/procedures/P1-011A.php](https://regulations.utah.edu/general/procedures/P1-011A.php)). Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus, the university will notify the campus community. The university will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system described below, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

On at least an annual basis, the university will test the emergency response and evacuation procedures contained in Policy 1-011 and Procedure 1-011A. The university will publicize its emergency response and evacuation procedures in conjunction with this test, and will document, for each test, a description of the exercise, the date and time of the exercise, and whether the exercise was announced or unannounced.

## EVACUATION

In the event of a fire, the university expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 or the Department of Public Safety at 801-585-2677. Students and/or staff should check in at the assembly area identified in the building emergency plan. Training in the use of fire extinguishers is provided for university staff and students by EHS as requested. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

In the event of another significant emergency, the university's evacuation procedures will be influenced by the nature and magnitude and immediacy of the emergency. Evacuations may be for a single building or group of buildings, a campus neighborhood, or the entire campus. Evacuation information will be disseminated using any combination of communication mediums that may be useful given the nature of the incident. Information may include known hazards, general direction to travel or avoid, precautions that may be taken, and where to assemble, if appropriate.

If a general evacuation is ordered, all campus members are especially advised to follow any directions given. For example, direction may be to report in at the Emergency

Assembly Point (EAP) designated for that building. Alternatively, direction may be given to leave campus by foot. Such direction would be given in order to facilitate the quickest, safest movement of the campus population, and provide the best access for emergency responders.

## RESPONSE

In the event of a significant emergency or dangerous situation on campus involving an immediate threat to the health or safety of students or employees, "First Responders," in consultation with the First Responders' on-duty supervisor and the designated university administrator, will verify the existence of the emergency or situation. First Responders will come from the Department of Public Safety, the University's Department of Environmental Health and Safety, University Facilities Management and the Salt Lake City Fire Department in consultation with First Responders as needed, the supervisor and designated administrator will determine the appropriate segment or segments of the campus community to receive a notification and will determine the content of the notification. The designated university administrator will initiate the Campus Alert.

First Responders, the supervisor, and the designated university administrator are responsible for carrying out these actions.

The designated campus administrators are:

- » The Director for Emergency Management and designated staff
- » The Chief Safety Officer and designated staff
- » The Chief Financial Officer along with other designated staff

This process may differ slightly for emergencies or situations occurring at the University Hospital. Hospital staff members, hospital security, or University Police confirm the existence of a significant emergency or dangerous situation. The hospital's public information officer determines the appropriate segment for notification, determines the content of the notification, and initiates the notification. Notification may be via pagers, cellular phones, overhead public announcement system, the Campus Alert system, or other methods.

The university may disseminate emergency information to the larger community in a variety of ways. Some non-university organizations located in close proximity to the university receive notifications sent via the Campus Alert system. Additionally, information received by the Department of Public Safety dispatch may be shared with Salt Lake City emergency services dispatch. The university may also place information about emergencies on the Internet at [utah.edu](http://utah.edu) or [alert.utah.edu](http://alert.utah.edu). University Communications may disseminate information to various news media outlets.

## SHELTER-IN-PLACE

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

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

You will know to shelter-in-place as a shelter-in-place notification may come from several sources, including the Campus Alert system, the Department of Public Safety, Housing staff members, other university employees or other emergency services personnel.

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local

emergency personnel:

- » If you are inside, stay where you are.
- » Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
- » Locate a room to shelter inside. It should be:
  - An interior room.
  - Above ground level.
  - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
- » Shut and lock all windows (tighter seal) and close exterior doors.
- » Turn off air conditioners, heaters, and fans if possible.
- » Close vents to ventilation systems if you are able.
- » Make a list of the people with you and ask someone (house staff, faculty, or other staff) to call the list in to the Department of Public Safety so they know where you are sheltering. If only students are present, one of the students should call in the list.
- » Turn on a radio or TV and listen for further instructions, if it is reasonable to do so.
- » Make yourself comfortable.



### **SECURE-IN-PLACE**

You should secure-in-place during violence, threat of violence, when an active aggressor has been reported or is nearby, or otherwise when instructed to do so by Campus Alerts and emergency personnel. When it is necessary to secure-in-place, you will be the safest by placing a locked door or other barricade between you and the associated threat. To minimize vulnerability, turn off lights, silence phones, draw blinds, and move away from windows. Await further instructions from Campus Alerts and emergency personnel. Do not leave until an “All Clear” is received.

### **CAMPUS ALERT SYSTEM**

The University of Utah maintains an emergency mass notification system, known as the “Campus Alert” system. The Campus Alert

system utilizes an Emergency Information and Alerts website ([alert.utah.edu](http://alert.utah.edu)), email alerts, text message alerts, social media posts (Facebook and Twitter) and push notifications to the U's mobile safety application to provide students, employees, and others with information about unforeseen events and emergencies on campus, such as snow closures, building closures, significant traffic interruptions, severe power outages, gas leaks, and threats such as bombs or gunmen. Students and employees automatically receive email alerts from the Campus Alert system and are unable to opt-out of email alerts. Students, families, and employees may also sign up to receive alerts via landline telephone, cellular telephone, both landline and cellular telephone, and text messaging. Students, families, employees and campus visitors may

also download the U's mobile safety application to a smartphone to receive push notifications from the Campus Alert system.

For more information regarding campus alerts, visit [alert.utah.edu](http://alert.utah.edu). For more information about the U's mobile safety application, visit [safety.utah.edu](http://safety.utah.edu).

During the 2022 calendar year, fire drills and evacuation exercises were held on the University of Utah campus. The campus was still resuming many post-COVID functions as many staff had a mix of remote and in-person work environments. This resulted in drills being modified to accomplish awareness of evacuation routes while being sensitive to staff who were complying with COVID procedures. Testing of emergency alerts were limited to real world alerts and emergency alert testing will resume in 2023.

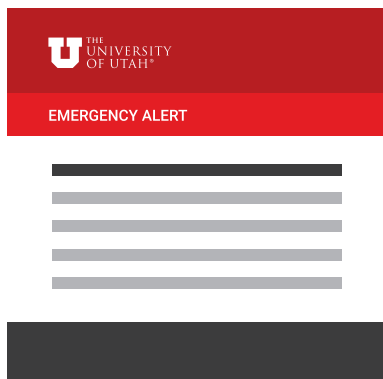




### Branded Email Templates

The following language is posted for the public at [alert.utah.edu](http://alert.utah.edu).

The university's campus wide notification system is designed to deliver important campus information in a timely manner via email. Alerts are color-coded according to the level of importance—orange for "timely warning" information (called Safety Warnings at the U) and red for emergencies requiring immediate action. When you receive an alert, we encourage you to spread the word. Thank you for taking the time to familiarize yourself with this system and making our campus a safer place for everyone.



### RED - EMERGENCY ALERT

"Emergency Alerts" are sent by both email and text, and are reserved for critical emergencies requiring immediate action—including natural disasters and other situations posing a direct and immediate threat to personal safety. This alert or subsequent messages will include detailed safety instructions.



### ORANGE - SAFETY WARNING

On occasion, you might see an orange "Safety Warning" alert informing you of a significant issue that could affect your safety. Safety warnings are considered "Timely Warnings" which are sent by both email and text and issued as a result of a Clery Act crime that has occurred on Campus Property, Non-Campus Property or Public Property as those terms are defined in this report. This alert will include detailed safety instructions.

### TIMELY WARNING NOTIFICATIONS

The University of Utah's policy on timely warnings can be found in the Regulations Library at Policy 1-011(III)(A)(2) (located at: [regulations.utah.edu/general/1-011.php](http://regulations.utah.edu/general/1-011.php)) and in Procedure P1-011A(III)(E) (located at [regulations.utah.edu/general/procedures/P1-011A.php](http://regulations.utah.edu/general/procedures/P1-011A.php)).

The university will issue these warnings to the campus community whenever a Clery crime presents a continuing threat to university students and/or employees and the crime has occurred on Campus Property, Non-Campus Property and/or Public Property "Clery Geography" as those terms are defined in this report.

As a general matter, crimes of violence and sexual crimes involving a suspect who has not been apprehended and who is unknown to the victim will pose a threat to the campus community. Crimes that occur between individuals who know each other might or might not pose a risk to other members of the campus community. Certain property crimes might also pose a threat to the campus community.

Each crime is considered on a case-by-case basis to determine if a timely warning is necessary. Upon learning of a serious crime within Clery Geography, the Chief Safety Officer or designee will determine whether the crime poses a serious or continuing threat to the campus community. Factors to consider include the nature of the incident, when and where the incident occurred, when the incident was







reported, the amount of information known about the incident, and whether the alleged perpetrator poses a risk to other members of the campus community. If the crime presents a significant and immediate threat, the Chief of Police will initiate the emergency response protocol. Otherwise, for any crime that poses a risk to the campus community, the Chief Safety Officer or designee will consult with representatives of the Office of General Counsel, University Communications, and other university departments, as appropriate, to determine when and how to issue a timely warning. Any campus administrator that learns of a campus crime and has reason to believe an incident poses an ongoing threat to the campus community will bring the matter to the attention of the Department of Public Safety and/or the Office of General Counsel to initiate a timely warning consideration.

A timely warning notice will generally be provided without delay after the crime has been reported to the Department of Public Safety, a determination has been made that the report is credible, and the determination has been made that the crime presents a serious or continuing threat to the campus community.

Timely warnings are designed to inform the campus community about threatening situations and to provide sufficient information to allow members of the community to protect themselves from harm. Timely warnings will typically include the date, time and nature of the offense, a brief description of the known circumstances, a physical description of the person(s) of interest, actions taken by law enforcement, a request for witnesses to contact University Police and any appropriate crime prevention tips and safety advice. Timely warnings will not identify the victim. Timely warnings might exclude details of the offense that are unnecessary to protect the campus community and could compromise the law enforcement investigation.

Timely warnings can be delivered through various methods, including but not limited to, text, email, social media, flier, electronic bulletin board and/or by website postings.

### **EMERGENCY NOTIFICATIONS**

The University of Utah's policy on emergency notifications can be found in the Regulations Library at Policy 1-011 (III)(F)(1)(a)(b) (located at [regulations.utah.edu/general/1-011.php](https://regulations.utah.edu/general/1-011.php)).

The University utilizes an incident management team (IMT) that consists of the following business units to report, evaluate, and mitigate emergencies that occur on or effect campus. Those business units are:

- Academic Affairs
- Auxiliary Services
- Environmental Health and Safety

- Chief Safety Officer
- Campus Security
- Campus Emergency Management
- Emergency Communications
- Facilities Management
- General Counsel
- Housing and Residential Education
- Human Resources
- Public Health
- U Health Emergency Management
- University Police
- Salt Lake City Fire
- Student Affairs
- University Information Technology
- University Marketing and Communications

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus, the university will notify the campus community using the procedures described in University Procedure P1-011 accompanying this Policy.

The university will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The division of Emergency Management in the Department of Public Safety will issue the alert once the message is created.

# MISSING STUDENT NOTIFICATION

The University of Utah's policy and procedures regarding missing student notification can be found in the Regulations Library at Policy 1-011(III)(G) (located at [regulations.utah.edu/general/1-011.php](https://regulations.utah.edu/general/1-011.php)) and in Procedure P1-011(III)(F) (located at [regulations.utah.edu/general/procedures/P1-011A.php](https://regulations.utah.edu/general/procedures/P1-011A.php)). When a student has been missing for 24 hours, students, employees, and other individuals shall make a report to University Police (801-585-2677), to Housing & Residential Education (801-587-2002) or to University Student Apartments (801-585-5690). Any person to whom a missing student report is made shall immediately refer the matter to University Police.

Students who reside in on-campus student housing facilities are required to identify a contact person or persons whom the university shall notify within 24 hours of a determination that the student is missing, if the student has been determined missing by University Police. This contact information will be registered confidentially and will be accessible only to authorized campus officials. The information may not be disclosed outside the university except to law enforcement personnel in furtherance of a missing person investigation. Students residing in University Student Apartment ("USA") properties may register a missing person contact on their housing applications and, upon moving in, on an emergency card

provided by USA. Students residing in Housing & Residential Education ("HRE") properties will register a missing person contact on their housing applications. To learn more about registering a missing person contact, students residing in USA properties should call 801-581-8667 and students residing in HRE properties should call 801-587-2002.

If a student is under 18 years of age and is not emancipated, in addition to notifying any contact person

designated by the student, the university is required by law to notify a custodial parent or guardian within 24 hours of the determination that the student is missing. The university will notify the local law enforcement agency when any student who lives in on-campus student housing has been determined to be missing for 24 hours.



# SECURITY OF AND ACCESS TO CAMPUS FACILITIES

The University of Utah's policy on security of and access to campus facilities can be found in the Regulations Library at Policies 1-011(III)(B), 3-113, 3-234, 4-005 (located at [regulations.utah.edu/general/1-011.php](https://regulations.utah.edu/general/1-011.php)) and in Procedure P1-011(III)(B) (located at [regulations.utah.edu/general/procedures/P1-011A.php](https://regulations.utah.edu/general/procedures/P1-011A.php)). The University of Utah manages building access according to the building type and purpose and considers security in maintenance of campus facilities.

University Procedure P1-011A addresses the use and security of university property. The policy provides that administrative, college, and departmental offices of the university generally are open to the public from 8 a.m.-5 p.m., Monday through Friday, and that certain offices and departments are open at other times to meet particular needs. The majority of buildings at the university are secured when not open to the public. Campus Security is responsible for locking and unlocking building entrance doors at specified times each day. Some buildings are locked remotely while others are physically locked by security staff. Random foot patrols of buildings on campus are made by security personnel and police officers. Under Policy 1-011, the security officer will investigate night use of

all buildings to ascertain whether persons in the buildings are so authorized.

The university maintains some academic and research facilities for 24-hour access by students and staff. Procedure P1-011A provides that it is the responsibility of all personnel using buildings after regular hours to see that lights are turned off in the rooms they are vacating and that office doors and outside doors are secured.

The university takes steps to ensure the safety of residential living areas. Entrances to the residence halls are locked on a 24-hour basis. Residence hall staff members conduct nightly rounds. Access to residence halls is by university ID card, and only students living in a specific building have access to the building. All University Student Apartments and Medical Towers apartments are individually locked and residents are provided with keys for entrance to their apartments.

Some buildings on campus have restricted-access areas. Normally these areas are closed to the public because of the nature of the research performed or because of valuable documents stored therein. Only authorized students and staff are allowed in these areas.

The Chief Financial Officer is responsible for providing the resources necessary for maintaining

a safe and secure campus environment. Units assigned direct responsibility include University Safety, Facility Operations, Risk and Insurance Management and Environmental Health and Safety. These units work together to conduct annual campus risk surveys to identify safety and security vulnerabilities and to implement corrective actions. These units also provide opportunities for the campus community to report problems and concerns directly, such as 24-hour telephones and online reporting forms.

# ALCOHOL AND DRUGS ON CAMPUS

The University of Utah is committed to maintaining a safe and healthy environment for the campus community. The university publishes annually to the university community its Drug and Alcohol Prevention Plan or DAAPP. The DAAPP describes the legal sanctions under federal, state and local law for the unlawful use, possession, or distribution of illicit drugs and alcohol. It includes a description of the health risks associated with the use of illicit drugs and alcohol. The DAAPP includes a description of the drug and alcohol programs that are available to employees and students. And, the DAAPP provides clear statements concerning the university's discipline for students and employees who violate the university's drug free campus policies. A copy of the DAAPP can be found on the university's Financial Aid website (located at [financialaid.utah.edu/u-right-to-know/DAAPP.pdf](http://financialaid.utah.edu/u-right-to-know/DAAPP.pdf)).

All University of Utah students, faculty and staff are subject to the university policy and local, state and federal laws regarding the possession, distribution, or use of alcohol and illegal drugs. University Police enforce state alcohol laws and federal and state drug laws on the University of Utah campus. The overarching university policy concerning possession, use, and sale of alcohol and illegal drugs can be found in the Regulations Library at Policies 1-011(III)(E) (located at [regulations.utah.edu/general/1-011.php](http://regulations.utah.edu/general/1-011.php)). Additionally, the University

of Utah adopted a Tobacco Free Campus policy on July 1, 2017. This rule prohibits the use of all tobacco products, including cigarettes, cigars, pipes, water pipes, hookah, bidis, kreteks, smokeless tobacco (chewing tobacco, snus, snuff), electronic cigarettes, vape pens, and any unregulated nicotine-delivery product by any student, faculty, staff, vendor, or contractor of the university while on university property. This policy is outlined in University Rule 3-300A (located at [regulations.utah.edu/administration/rules/R3-300A.php](http://regulations.utah.edu/administration/rules/R3-300A.php)).

## STUDENT POLICIES

Alcohol, tobacco, and illegal drug policies for students are outlined in the Policy 6-400: Student Rights & Responsibilities (located at [regulations.utah.edu/academics/6-400.php](http://regulations.utah.edu/academics/6-400.php)). Pursuant to Policy 6-400, students are subject to discipline for use, possession, or distribution of alcoholic beverages of any type on university premises except as expressly permitted by law and university regulations. Students are also subject to discipline for use, possession, or distribution of any narcotic or other controlled substance on university premises, at university activities, or on premises over which the university has supervisory responsibility pursuant to state statute or local ordinance, except as permitted by law and university regulations.

Similarly, students are subject to possession or distribution of

alcoholic beverages during an off-campus University activity, if a University official responsible for the activity informs participants that such use, possession or distribution of alcoholic beverages is prohibited during the activity.

## EMPLOYEE POLICIES

The university is a drug-free workplace. Alcohol and illegal drug policies for university employees are outlined in the Policy 5-113 (located at [regulations.utah.edu/human-resources/5-113.php](http://regulations.utah.edu/human-resources/5-113.php)). It is a violation of the University's Drug-Free Workplace policy for employees to engage in the unlawful manufacture, distribution, dispensation, possession, and/or use of a controlled substance or alcohol at a university workplace, or while engaged in university business off campus. Employees are subject to discipline for violating this policy.

## EDUCATIONAL PROGRAMS, TRAININGS, AND SERVICES

The university provides a variety of drug- and alcohol-abuse education programs.

*Alcohol and Other Drug Sessions-* The Center for Campus Wellness provides an educational training designed for students engaging in high-risk alcohol and drug-use behaviors. This training is tailored for the campus community and addresses social norms, beliefs and attitudes towards drug and alcohol use, and strategies to reduce harm



and engage in healthier behaviors. Information is presented using a harm reduction lens and best practices for behavior change.

**Alcohol & Other Drug Student Wellness Training-** All undergraduate students are required to complete a brief module on Alcohol & Other Drugs as part of their mandatory sexual assault prevention training. In addition to the brief mandatory training, all incoming students are invited to complete this more in-depth training in their first year. This online training seeks to increase help-seeking and active bystander behaviors by increasing student knowledge and confidence when it comes to understanding risk factors, identifying risky behaviors, exploring their personal motivations for making good choices, and learning how to stick to boundaries that better choices.

**Marijuana 101-** Marijuana 101 is an online six-lesson course that specifically addresses marijuana use and includes the eCHECKUP TO GO brief intervention for marijuana. The Marijuana 101 course also includes a 30-day Part 2 so that students can measure changes in attitudes and behavior.

**Student & Family Orientation-** Organized by the Office of Orientation and Transition and offered on an ongoing basis throughout the year, the Center for Campus Wellness and the Office of the Dean of Students present on topics affecting the student

community and the expectation that students will take care of their wellness and look out for the wellness of their peers. In this presentation, CCW and ODOS staff cover common wellness issues (interpersonal violence, alcohol and other drug use, mental health, and sexual health) and the offices students can count on for more information and support in those areas (e.g. CCW, ODOS, OEO, UCC, and UUDPS).

**Student Leader Trainings-** The Center for Campus Wellness, in addition to other campus providers, train many student leader groups (e.g. Housing & Residential Education Resident Assistants and Orientation Leaders, Fraternity & Sorority Leaders). Trainings include information on campus safety, general collegiate wellness topics (alcohol and other drug use policy and harm reduction practices, sexual health and healthy relations, violence prevention, and bystander intervention). Leaders engage in skill-building activities and role-playing practice to solidify their knowledge.

**Assessment & Referral Services-** Assessment & Referral Services is a University of Utah Clinic within the Department of Psychiatry that provides high-quality, objective substance abuse assessments and referrals for individuals with possible substance abuse problems.

**Employee Assistance Program-** The Employee Assistance Program is a confidential counseling service that has been purchased for employees and their family members by the

University of Utah and should be the first point of contact for employees seeking help for an alcohol- or drug-related concern.

## **SUBSTANCE-FREE SOCIAL PROGRAMMING**

There are many different campus departments that host on-campus social programs that are substance-free. These programs provide alternate options for students to engage with the campus community, especially during late night weekend hours. Events include Crimson Nights and other late-night programs hosted by the Union Programming Council, Late Night and Weekend programming hosted by the Programming Assistants within Housing & Residential Education, and events put on by the Campus Events Board through the Associated Students of the University of Utah. The University of Utah also offers Alternative Fall and Spring Break programs for week-long off-campus learning experiences.

**Fraternity & Sorority Leaders New Member Orientation -** The Office of Equal Opportunity and Affirmative Action and the Office of the Dean of Students provide an annual training for new members of campus fraternities and sororities. This presentation includes an overview of the Student Code of Rights and Responsibilities, sexual violence prevention, Title IX, and on-campus resources.



# ADDRESSING SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, AND OTHER FORMS OF SEXUAL MISCONDUCT

The University of Utah is committed to providing and fostering an environment that is safe, free of sexual or gender-based harassment or sexual violence. As a proud Title IX institution, the university subscribes to the tenets of equal access and opportunity and will not tolerate incidents of sexual misconduct that occur on campus or affect the campus environment. The overarching university policies concerning all forms of sexual misconduct can be found in the Regulations Library at Policies 1-012, (located at [regulations.utah.edu/general/1-012.php](https://regulations.utah.edu/general/1-012.php)). University of Utah Rule 1-012B: Sexual Misconduct Complaint Process Rule provides further guidance concerning sexual misconduct issues including campus resources and processes available to victims of sexual misconduct.

## TITLE IX COORDINATOR

The University of Utah has designated the following individual as the Title IX Coordinator to oversee the university's response to reports and complaints that involve possible sex discrimination (which includes sexual misconduct) to monitor outcomes, identify and address any patterns, and assess effects on the campus climate so the college can address issues that affect the wider school community.

Sherrie Hayashi  
Title IX Coordinator/Director, Office of Equal Opportunity & Affirmative Action (OEO/AA)  
383 S. University Street, Level One  
OEO Suite  
Salt Lake City, UT 84112

801-581-8365  
[sherrie.hayashi@utah.edu](mailto:sherrie.hayashi@utah.edu)  
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Jason Ramirez  
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Elaine Newton  
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383 S. University Street, Level One, OEO Suite, Salt Lake City, UT 84412.  
[Elaine.Newton@utah.edu](mailto:Elaine.Newton@utah.edu)

## UNIVERSITY PUBLICATIONS REGARDING SEXUAL MISCONDUCT

The following publications regarding sexual misconduct can be obtained online at [oeo.utah.edu](https://oeo.utah.edu) or from the Office of Equal Opportunity and/or the Office of the Dean of Students:

- Addressing Sexual Misconduct Involving Students
- Addressing Sexual Misconduct for Supervisors & Staff
- Sexual Misconduct Resource Card
- Office of Equal Opportunity/Title IX Process Map, [process.oeo.utah.edu](https://process.oeo.utah.edu)
- Other online resources are available at [oeo.utah.edu](https://oeo.utah.edu) and [Safeu.utah.edu](https://Safeu.utah.edu)

## PRIMARY PREVENTION AND AWARENESS PROGRAMS

The university offers primary prevention and awareness programs for all incoming students, new employees, existing student, and existing staff. These programs inform students and employees about the university's prohibition on all forms of sexual misconduct including domestic violence, dating violence, sexual assault and stalking. Participants are informed about the university and local jurisdictional definitions of prohibited conduct, as well as the university's definition of "consent" in the context of sexual activity. The programs provide information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks. The programs also inform students and employees about the safe and positive options for bystander intervention that may be



carried out by individuals to prevent harm or the occurrence of one of these sexual offenses to another person. The Center for Campus Wellness offers Bystander Intervention Trainings that educate students on campus sexual misconduct and broad approaches to Bystander Intervention as well as applied skill development and practice related to a wide range of intervention scenarios. Additional programming includes Compassionate Responses to Disclosures of Interpersonal Violence. Students and employees are provided with copies of University Policy 1-012, Rules 1-012, 1-012A and 1-012B.

Additionally, the Center for Campus Wellness offers (or co-offers) a range of primary prevention and awareness programs for incoming and existing students. For incoming students, CCW co-presents at all new, transfer, and international student orientations, raising awareness and prevention-based information around a variety of collegiate wellness issues: violence prevention and healthy relationships, alcohol and other drug misuse and harm reduction, sexual wellness and safer sex practices, mental health issues and support services.

CCW annually hosts two awareness campaigns in October and April: Domestic Violence and Sexual Assault Awareness Months, respectively (DVAM and SAAM). These campaigns are planned out by an interdisciplinary group of students (and co-advised by a staff health educator) for the most effective approach. Each month focuses on both raising awareness, exploring prevention strategies, and promoting support resources for those who have experienced domestic violence or sexual assault.

CCW also regularly provides a variety of prevention-based programming in the form of—largely peer-led—workshops. These workshops cover healthy relationships, safer party culture, sex education, bystander intervention, compassionate responses to disclosures of interpersonal violence, stress care, and intervening with and supporting students in distress. CCW works with campus instructors, on- and off-campus organizations, and other entities to ensure these workshops and trainings are tailored to meet the particular needs or questions of each population.

The University has developed a website (<https://sexualassault.utah.edu>) further increase victim empowerment and decrease perpetration. This site is designed to connect people to internal and external resources while exploring options of reporting.

### **STUDENT ORGANIZATION TRAINING**

Since Fall 2016, the University of Utah has been providing Sexual Assault Prevention training to all incoming, degree-seeking students. This course is an interactive online program designed to educate students about healthy relationships, consent, and bystander intervention. The interactive platform challenges assumptions and promotes building healthy relationships and environments. This course also alerts students to campus, local, and national resources available to them and provides them with the opportunity to review relevant local laws as well as campus policies regarding sexual misconduct. This course became mandatory for all

incoming, degree-seeking students in July 2019. A hold is placed on every student's record preventing registration until the course has been successfully completed. In addition, an online Bystander Intervention Training is offered to all Recognized Student Organizations. A minimum of three students per organization are required to complete the training annually. Any group who does not meet this requirement risks losing their recognition status.

A refresher course will then be assigned to each student annually.

### **THE UNIVERSITY OF UTAH'S POLICY ON SEXUAL MISCONDUCT AND OTHER FORMS OF GENDER-BASED DISCRIMINATION**

It is the policy of the University of Utah (Policy 1-012) to maintain an academic and work environment free of sexual harassment for students, employees, and participants. The university prohibits all forms of sexual misconduct including sexual harassment, sexual assault, sexual violence, domestic violence, dating violence and stalking. As of August 14, 2020, a set of regulations including this Rule (Interim Policy 1-012, Rule 1-012, Rule 1-012A, Rule 1-012B, Guideline 1-012A) took effect as the primary regulations applicable to complaints of discrimination, replacing other existing regulations addressing discrimination (including former Policy 5-210 and Interim Rule 5-210).

**Sexual Misconduct** is a broad term used to encompass a range of behaviors including Sexual or Gender-Based Harassment, Intimate Partner Violence, Sexual Exploitation, Stalking, Nonconsensual Sexual Contact, and

Nonconsensual Sexual Penetration. Sexual Misconduct also includes the crimes of dating violence, domestic violence, sexual assault and stalking as defined by state and federal law. Sexual Misconduct is a form of Sex Discrimination. It is a violation of Title IX of the Education Amendments Act, is strictly prohibited by university policy and it occurs, may subject the responsible party to discipline consistent with university policy. University policies that prohibit discrimination, harassment, and sexual misconduct are intended to protect and apply to all persons in our university community, regardless of race, color, national origin, ethnicity, age, disability, religion, sex/gender, sexual orientation, gender identity, gender expression, pregnancy and pregnancy-related conditions, genetic information, and protected veterans status. The university is obligated to investigate reports of sexual misconduct that occur on campus or that affect the campus environment. For example, if a student reports that they were sexually assaulted by another student, employee, or other university participant—even if the assault was committed off-campus—because the victim may feel unsafe or unable to continue to participate in their academic endeavors because of the alleged assault, ongoing harassment, or fear of retaliation. The university will take appropriate measures to mitigate ongoing concerns of safety and harassment and will investigate and resolve such matters pursuant to Policy 1-012, Rules 1-012, 1-012A and 1-012B.

**Sexual or Gender-Based Harassment** is prohibited and defined by University Rule 1-012. Sexual or Gender-Based Harassment

means conduct on the basis of sex/gender that satisfies the following:

1. An employee conditioning the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be:
  - (a) so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's programs or activities (Title IX); or
  - (b) is sufficiently severe or pervasive that it has the purpose or effect of interfering with or creating an intimidating, hostile or offensive environment in a University Program or Activity (Title VII or University policy);
3. Sexual Harassment also includes Sexual Assault/Sex Offenses, Dating Violence, Domestic Violence and Stalking.

**Examples of Sexual Harassment**

- include unwelcome or unwanted:
- » Intentional touching, hugging, patting, kissing, squeezing, tickling
  - » Sexual comments, joke references, stereotyping, ridicule
  - » Pictures, email, texts, materials or electronic correspondence with content that is sexually explicit
  - » Repeated requests for a date, after being refused
  - » Ogling or leering, making sexual comments about an individual's body
  - » Requests or demands (implied or stated) for sexual favors in exchange for workplace or educational advantages, such as professor to student, boss to subordinate, coach to student athlete, or any university

relationship where there is a power imbalance between the parties

- » Any act of stalking, dating/domestic violence, sexual exploitation, or sexual assault as described below

**OTHER TYPES OF DISCRIMINATION**

University policy advocates vigorous and appropriate action to ensure that all students and employees have an environment free of discrimination based on race, color, national origin, ethnicity, age, disability, religion, sex/gender, sexual orientation, gender identity, gender expression, pregnancy and pregnancy-related conditions, genetic information, and protected veterans status. The university is fully committed to the principle of equal opportunity and access. If you feel that you have been discriminated against or have questions about university nondiscrimination policies please contact the Office of Equal Opportunity and Affirmative Action at 801-581-8365.

**Consent.** University Rule R1-012 defines consent to mean affirmative, unambiguous and voluntary agreement. A victim can express consent, or lack of consent, through words or conduct. Consent is not given where the perpetrator overcomes the application of force, violence, concealment or surprise. A victim has not consented when they are unconscious, unaware that the act is occurring, or is physically unable to resist. Individuals under the age of 14 cannot consent to sexual activity. A victim has not consented where the perpetrator intentionally impairs the victim by administering any substance without the victim's

knowledge. For a non-exhaustive list of situations in which consent has not been given, see Utah Code Ann. Sec. 76-5-406. Additional information about Consent can be found in Guideline 1-012A

**Retaliation** is an adverse action, treatment, or condition taken against an individual for complaining of discrimination (which includes any act or acts of Sexual Misconduct) or for participating in a discrimination complaint process, regardless of the outcome of the investigation or complaint. This means that if you report that you or another person have been subjected to prohibited discrimination or harassment, serve as a witness, or otherwise participate in a discrimination complaint process, you cannot be subjected to Retaliation for that participation.

## **SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, AND STALKING LAWS IN APPLICABLE JURISDICTION**

### **UTAH LAW**

**Sexual Assault.** Utah law does not contain a definition for “sexual assault” However, it defines the following sexual offenses which would fall within the Clery definition of sexual assault.

**76-5-402. Rape.** (1) A person commits rape when the actor has sexual intercourse with another person without the victim’s consent. (2) This section applies whether or not the actor is married to the victim.

**76-5-402.2. Object rape.** (1) A person [commits object rape] who, without the victim’s consent, causes the penetration, however slight, of the genital or anal opening of another person who is 14 years of age or older, by any foreign object, substance, instrument, or device, including a part of the human body other than the mouth or genitals, with intent to cause substantial emotional or bodily pain to the victim or with the intent to arouse or gratify the sexual desire of any person.

**76-5-403. Sodomy—Forcible sodomy.** (1) A person commits sodomy when the actor engages in any sexual act with a person who is 14 years of age or older involving the genitals of one person and mouth or anus of another person, regardless of the sex of either participant.

(2) A person commits forcible sodomy when the actor commits sodomy upon another without the other’s consent.

**76-5-404. Forcible sexual abuse.** (1) An individual commits forcible sexual abuse if the victim is 14 years of age or older and, under circumstances not amounting to rape, object rape, forcible sodomy, or attempted rape or forcible sodomy, the actor touches the anus, buttocks, or any part of the genitals of another, or touches the breast of a female, or otherwise takes indecent liberties with another, or causes another to take indecent liberties with the actor or another, with intent to cause substantial emotional or bodily pain to any individual or with the intent to arouse or gratify the sexual desire of any individual, without

the consent of the other, regardless of the sex of any participant.

**76-5-405. Aggravated sexual assault.** (1) A person commits aggravated sexual assault if:

(a) in the course of a rape, object rape, forcible sodomy, or forcible sexual abuse, the actor:

(i) uses, or threatens the victim with the use of, a dangerous weapon as defined in Section 76-1-601;

(ii) compels, or attempts to compel, the victim to submit to rape, object rape, forcible sodomy, or forcible sexual abuse, by threat of kidnaping, death, or serious bodily injury to be inflicted imminently on any person; or

(iii) is aided or abetted by one or more persons;

(b) in the course of an attempted rape, attempted object rape, or attempted forcible sodomy, the actor:

(i) causes serious bodily injury to any person;

(ii) uses, or threatens the victim with the use of, a dangerous weapon as defined in Section 76-1-601;

(iii) attempts to compel the victim to submit to rape, object rape, or forcible sodomy, by threat of kidnaping, death, or serious bodily injury to be inflicted imminently on any person; or

(iv) is aided or abetted by one or more persons; or

(c) in the course of an attempted forcible sexual abuse, the actor:

(i) causes serious bodily injury to any person;

(ii) uses, or threatens the victim with the use of, a dangerous weapon as defined in Section 76-1-601;

(iii) attempts to compel the victim



to submit to forcible sexual abuse, by threat of kidnaping, death, or serious bodily injury to be inflicted imminently on any person; or

(iv) is aided or abetted by one or more persons.

In addition to the foregoing offenses, Utah law includes additional sexual offenses committed against minors. For the law on these offenses see Utah Code Ann. §§ 76-5-401, 76-5-401.1, 76-5-401.2, 76-5-402.1, 76-5-402.3, 76-5-403.1 and 76-5-404.1.

**Consent.** Utah law does not include a definition of consent. Instead, Utah Code Ann. § 76-5-406 lists the circumstances under which a sexual offense will be committed without consent.

**76-5-406. Sexual offenses against the victim without consent of victim – Circumstances.** An act of sexual intercourse, rape, attempted rape, rape of a child, attempted rape of a child, object rape, attempted object rape, object rape of a child, attempted object rape of a child, forcible sodomy, attempted forcible sodomy, sodomy on a child, attempted sodomy on a child, forcible sexual abuse, attempted forcible sexual abuse, sexual abuse of a child, attempted sexual abuse of a child, aggravated sexual abuse of a child, attempted aggravated sexual abuse of a child, or simple sexual abuse is without consent of the victim under any of the following circumstances:

(a) the victim expresses lack of consent through words or conduct;  
(b) the actor overcomes the victim through the actual application of physical force or violence;  
(c) the actor is able to overcome the victim through concealment or by the element of surprise;

(d)

(i) the actor coerces the victim to submit by threatening to retaliate in the immediate future against the victim or any other person, and the victim perceives at the time that the actor has the ability to execute this threat; or

(ii) the actor coerces the victim to submit by threatening to retaliate in the future against the victim or any other person, and the victim believes at the time that the actor has the ability to execute this threat;

(e) the actor knows the victim is unconscious, unaware that the act is occurring, or physically unable to resist;

(f) the actor knows or reasonably should know that the victim has a mental disease or defect, which renders the victim unable to:

(i) appraise the nature of the act;

(ii) resist the act;

(iii) understand the possible consequences to the victim's health or safety; or

(iv) appraise the nature of the relationship between the actor and the victim;

(g) the actor knows that the victim submits or participates because the victim erroneously believes that the actor is the victim's spouse;

(h) the actor intentionally impaired the power of the victim to appraise or control his or her conduct by administering any substance without the victim's knowledge;

(i) the victim is younger than 14 years of age;

(j) the victim is younger than 18 years of age and at the time of the offense the actor was the victim's parent, stepparent, adoptive parent, or legal guardian or occupied a position

of special trust in relation to the victim as defined in Section 76-5-404.1;

(k) the victim is 14 years of age or older, but younger than 18 years of age, and the actor is more than three years older than the victim and entices or coerces the victim to submit or participate, under circumstances not amounting to the force or threat required under Subsection Subsection (2)(b) or (d) or;

(l) the actor is a health professional or religious counselor, the act is committed under the guise of providing professional diagnosis, counseling, or treatment, and at the time of the act the victim reasonably believed that the act was for medically or professionally appropriate diagnosis, counseling, or treatment to the extent that resistance by the victim could not reasonably be expected to have been manifested.

**Dating Violence.** Utah law does not contain a definition of dating violence.

**Domestic Violence.** Utah Code Section 7-36-1 provides: Domestic violence" or "domestic violence offense" means any criminal offense involving violence or physical harm or threat of violence or physical harm, or any attempt, conspiracy, or solicitation to commit a criminal offense involving violence or physical harm, when committed by one cohabitant against another. "Domestic violence" or "domestic violence offense" includes commission or attempt to commit, any of the following offenses by one cohabitant against another:

(a) aggravated assault, as described in Section 76-5-103;

(b) aggravated cruelty to an animal,

as described in Subsection 76-9-301(4), with the intent to harass or threaten the other cohabitant;

(c) assault, as described in Section 76-5-102;

(d) criminal homicide, as described in Section 76-5-201;

(e) harassment, as described in Section 76-5-106;

(f) electronic communication harassment, as described in Section 76-9-201;

(g) kidnapping, child kidnapping, or aggravated kidnapping, as described in Sections 76-5-301, 76-5-301.1 and 76-5-302;

(h) mayhem, as described in Section 76-5-105;

(i) sexual offenses, as described in Title 76, Chapter 5, Part 4, Sexual Offenses, and sexual exploitation of a minor and aggravated sexual exploitation of a minor, as described in sections 76-5b-201 and 6-5b-201.1;

(j) stalking, as described in Section 76-5-106.5;

(k) unlawful detention or unlawful detention of a minor, as described in Section 76-5-304;

(l) violation of a protective order or ex parte protective order, as described in Section 76-5-108;

(m) any offense against property described in Title 76, Chapter 6, Part 1, Property Destruction, Title 76, Chapter 6, Part 2, Burglary and Criminal Trespass, or Title 76, Chapter 6, Part 3, Robbery;

(n) possession of a deadly weapon with criminal intent, as described in Section 76-10-507;

(o) discharge of a firearm from a vehicle, near a highway, or in the direction of any person, building, or vehicle, as described in Section

76-10-508; or

(p) disorderly conduct, as defined in Section 76-9-102, if a conviction of disorderly conduct is the result of a plea agreement in which the defendant was originally charged with a domestic violence offense otherwise described in this Subsection (4), except that a conviction of disorderly conduct as a domestic violence offense, in the manner described in this Subsection (4)(p), does not constitute a misdemeanor crime of domestic violence under 18 U.S.C. Sec. 921, and is exempt from the federal Firearms Act, 18 U.S.C. Sec. 921 et seq.;

(q) child abuse, as described in Section 76-5-114;

(r) threatening use of a dangerous weapon, as described in Section 76-10-506;

(s) threatening violence, as described in Section 76-5-107;

(t) tampering with a witness, as described in Section 76-8-508;

(u) retaliation against a witness or victim, as described in Section 76-8-508.3;

(v) unlawful distribution of an intimate image, as described in Section 76-5b-203 or unlawful distribution of a counterfeit image, as described in Section 76-5b-205;

(w) sexual battery, as described in Section 76-9-702.1;

(x) voyeurism, as described in Section 76-9-702.7;

(y) damage to or interruption of a communication device, as described in Section 76-6-108; or

(z) an offense described in Section 78b-7-806(1).

**Stalking.** Utah Code Ann. § 76-5-106.5(2) includes the following definition of stalking:

An actor commits stalking if the actor intentionally or knowingly:

(a) engages in a course of conduct directed at a specific individual and knows or should know that the course of conduct would cause a reasonable person:

(i) to fear for the individual's own safety or the safety of a third individual; or

(ii) to suffer other emotional distress; or

(b) violates:

(i) a stalking injunction issued under Title 78B, Chapter 7, Part 7, Civil Stalking Injunctions; or

(ii) a permanent criminal stalking injunction issued under Title 78B, Chapter 7, Part 9, Criminal Stalking Injunctions..

Subsection 76-5-106.5(1)(b) defines a "course of conduct" as follows:

(i) "Course of conduct" means two or more acts directed at or toward a specific individual, including:

(A) acts in which the actor follows, monitors, observes, photographs, surveils, threatens, or communicates to or about an individual, or interferes with an individual's property:

(I) directly, indirectly, or through any third party; and

(II) by any action, method, device, or means; or

(B) when the actor engages in any of the following acts or causes someone else to engage in any of these acts:

(I) approaches or confronts an individual;

(II) appears at the individual's workplace or contacts the individual's employer or coworker;

(III) appears at an individual's residence or contacts an individual's neighbor, or enters property owned,

leased, or occupied by an individual;  
(IV) sends material by any means to the individual or for the purpose of obtaining or disseminating information about or communicating with the individual to a member of the individual's family or household, employer, coworker, friend, or associate of the individual;

(V) places an object on or delivers an object to property owned, leased, or occupied by an individual, or to the individual's place of employment with the intent that the object be delivered to the individual; or

(VI) uses a computer, the Internet, text messaging, or any other electronic means to commit an act that is a part of the course of conduct.

## **MONTANA LAW**

### **SEXUAL ASSAULT**

**45-5-502. Sexual assault.** (1) A person who knowingly subjects another person to any sexual contact without consent commits the offense of sexual assault.

**45-5-503. Sexual intercourse without consent** (1) A person who knowingly has sexual intercourse with another person without consent or with another person who is incapable of consent commits the offense of sexual intercourse without consent. A person may not be convicted under this section based on the age of the person's spouse, as provided in 45-5-501(1)(b)(iv).

### **45-5-508. Aggravated sexual intercourse without consent**

(1) A person who uses force while knowingly having sexual intercourse

with another person without consent or with another person who is incapable of consent commits the offense of aggravated sexual intercourse without consent.

## **CONSENT**

### **45-5-501. Definitions**

(1) (a) As used in 45-5-502, 45-5-503, and 45-5-508, the term "consent" means words or overt actions indicating a freely given agreement to have sexual intercourse or sexual contact and is further defined but not limited by the following:

(i) an expression of lack of consent through words or conduct means there is no consent or that consent has been withdrawn;

(ii) a current or previous dating or social or sexual relationship by itself or the manner of dress of the person involved with the accused in the conduct at issue does not constitute consent; and

(iii) lack of consent may be inferred based on all of the surrounding circumstances and must be considered in determining whether a person gave consent.

(b) Subject to subsections (1)(c) through (1)(g), the victim is incapable of consent because the victim is:

(i) mentally disordered or incapacitated;

(ii) physically helpless;

(iii) overcome by deception, coercion, or surprise;

(iv) less than 16 years old;

(v) incarcerated in an adult or juvenile correctional, detention, or treatment facility or is on probation, conditional release, or parole and

the perpetrator is an employee, contractor, or volunteer of the supervising authority and has supervisory or disciplinary authority over the victim, unless the act is part of a lawful search; (vi) receiving services from a youth care facility, as defined in 52-2-602, and the perpetrator:

(a) has supervisory or disciplinary authority over the victim or is providing treatment to the victim;

(b) and is an employee, contractor, or volunteer of the youth care facility; (vii) admitted to a mental health facility, as defined in 53-21-102, is admitted to a community-based facility or a residential facility, as those terms are defined in 53-20-102, or is receiving community-based services, as defined in 53-20-102, and the perpetrator:

(a) has supervisory or disciplinary authority over the victim or is providing treatment to the victim; and

(b) is an employee, contractor, or volunteer of the facility or community-based service;

(viii) a program participant, as defined in 52-2-802, in a private alternative adolescent residential or outdoor program, pursuant to Title 52, chapter 2, part 8, and the perpetrator is a person associated with the program, as defined in 52-2-802;

(ix) the victim is a client receiving psychotherapy services and the perpetrator:

(a) is providing or purporting to provide psychotherapy services to the victim; or

(b) is an employee, contractor, or volunteer of a facility that provides or purports to provide psychotherapy services to the victim and the



perpetrator has supervisory or disciplinary authority over the victim;

(x) a student of an elementary, middle, junior high, or high school, whether public or nonpublic, and the perpetrator is not a student of an elementary, middle, junior high, or high school and is an employee, contractor, or volunteer of any school who has ever had instructional, supervisory, disciplinary, or other authority over the student in a school setting;

(xi) a witness in a criminal investigation or a person who is under investigation in a criminal matter and the perpetrator is a law enforcement officer who is involved with the case in which the victim is a witness or is being investigated; or

(xii) a parent or guardian involved in a child abuse or neglect proceeding under Title 41, chapter 3, and the perpetrator is:

(a) employed by the department of public health and human services for the purposes of carrying out the department's duties under Title 41, chapter 3; and

(b) directly involved in the parent or guardian's case or involved in the supervision of the case.

(c) Subsection (1)(b)(v) does not apply if the individuals are married to each other and one of the individuals involved is on probation, conditional release, or parole and the other individual is a probation or parole officer of a supervising authority.

(d) Subsections (1)(b)(vi) and (1)(b)(vii) do not apply if the individuals are married to each other and one of the individuals involved is a patient in or resident of a facility, is a recipient of community-based services, or is receiving services from a youth care

facility and the other individual is an employee, contractor, or volunteer of the facility or community-based service.

(e) Subsection (1)(b)(viii) does not apply if the individuals are married to each other and one of the individuals involved is a program participant and the other individual is a person associated with the program.

(f) Subsection (1)(b)(ix) does not apply if the individuals are married to each other and one of the individuals involved is a psychotherapy client and the other individual is a psychotherapist or an employee, contractor, or volunteer of a facility that provides or purports to provide psychotherapy services to the client.

(g) Subsection (1)(b)(x) does not apply if the individuals are married to each other..

## STALKING

### **45-5-220 Stalking – exemption**

**– penalty.** (1) A person commits the offense of stalking if the person purposely or knowingly engages in a course of conduct directed at a specific person and knows or should know that the course of conduct would cause a reasonable person to:

(a) fear for the person's own safety or the safety of a third person; or

(b) suffer other substantial emotional distress.

(2) For the purposes of this section, the following definitions apply:

(a) "Course of conduct" means two or more acts, including but not limited to acts in which the offender directly or indirectly, by any action, method, communication, or physical or electronic devices or means, follows, monitors, observes, surveils, threatens, harasses, or intimidates a person or

interferes with a person's property.

(b) "Reasonable person" means a reasonable person under similar circumstances as the victim. This is an objective standard.

(c) "Substantial emotional distress" means significant mental suffering or distress that may but does not necessarily require medical or other professional treatment or counseling.

(3) This section does not apply to a constitutionally protected activity.

## IF YOU EXPERIENCE AN ACT OF SEXUAL MISCONDUCT...

**Find a safe place.** Call 911 or if on campus, 801-585-COPS (801-585-2677). A Crisis Support Specialist or Victim Advocate (if off-campus) may be requested to assist the officer. The officer will provide you with a "Victim Resource Card" that will contain your case number and many on and off campus resources.

**Get medical attention.** Medical attention should be sought as soon as possible. This is necessary to mitigate the risk of sexually transmitted diseases or pregnancy and to determine the existence or extent of, and to treat, any physical injury. Additionally, forensic evidence can be collected which could help a law enforcement investigation. You will not be required to pay for a physical examination and medical attention, **whether or not you file a police report.** The University Hospital and Clinics utilizes nurses who are highly trained in performing medical and forensic examinations and interviews of sexual assault victims.

**Preserve evidence.** Preserving physical evidence can be key to identifying the perpetrator and adjudicating a sexual assault case. Preserving physical



evidence may also greatly assist in obtaining a protective order. Ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam. Even though you may not choose to file a report with the police or cooperate with a prosecution, preserving any physical evidence may provide valuable information should you later determine you do want to proceed with prosecution.

**Consider reporting the incident.**

Individuals are encouraged, but not required, to file a police report. Victims of a sexual misconduct may request any university official, including officials in the offices of Human Resources, Academic Affairs, Student Affairs, Office of Equal Opportunity and Affirmative Action (OEO/AA - Title IX office) to assist them in notifying law enforcement authorities about a sexual assault. If so requested, the official/office shall provide such assistance and will help to guide the victim through the available options and support the victim in their decision. If an individual is unsure if they would like to report, they may also contact the Center for Student Wellness and explore the reporting options confidentially with a Victim-Survivor Advocate.

An assault or other forms of sexual misconduct should be reported to the Department of Public Safety (801-585-2677), the Office of Equal Opportunity (801-581-8365), and/or the Office of the Dean of Students (801-581-7066) and/or to the Housing & Residential Education Office (801-587-2002). Filing a report ensures that the victim of sexual misconduct receives the

necessary medical treatment and tests at no expense to the victim. It also provides for the opportunity to timely collect evidence helpful in a prosecution which cannot be obtained later. Finally, reporting will make the victim aware of resources available for confidential counseling from counselors specially trained in the area of sexual assault crisis intervention.

An assault or other form of sexual misconduct may also be reported to a university professional or pastoral counselor such as the University Counseling Center, Women's Resource Center. Confidentiality will be honored when speaking to these counsellors unless disclosure is specifically required by law (e.g., reports of child abuse).

**Privacy.** The university will protect the privacy of victims and other necessary parties related to a sexual misconduct. Privacy will be strictly respected insofar as it does not interfere with the university's legal obligation to investigate allegations of misconduct, to take corrective action, or as otherwise provided by law. The university will complete publicly available record-keeping as required by the Clery Act without including identifying information concerning the victim. The university will also maintain privacy regarding any accommodations or protective measures provided to the victim to the extent that providing such privacy will not impair the ability of the university to provide the accommodations or protective measures.

**Filing a report.** Filing a police report will not obligate the victim to pursue a complaint through the

criminal process, nor will it subject the person to scrutiny or judgmental opinions from officers. Students and employees may request any campus authority to assist them in notifying law enforcement authorities. If a Campus Safety Authority reports on behalf of the victim, the victim still has the ability to decline engagement with law enforcement when contacted. When a sexual misconduct victim contacts the University Police, the department will notify the Office of Equal Opportunity and Affirmative Action and/or the Office of the Dean of Students. Community members also have the option to file a complaint directly with the OEO/AA. To file a formal complaint, please contact the OEO at [OEO@utah.edu](mailto:OEO@utah.edu) or [oeo.Utah.edu](http://oeo.Utah.edu).

Following a report of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on and off campus, the University will provide the student or employee an email written explanation with student's or employee's rights and options. Contained with the contents of this email will be the University's procedures for disciplinary action.

**Investigation:** The victim of sexual misconduct may choose for an investigation to be or not to be pursued through the criminal justice system and through a university disciplinary process (for students, faculty or staff), or only the latter. Victims may choose not to proceed as a complainant in the disciplinary process. However, in some cases, depending on the severity of the alleged offense and the university's obligation to ensure the safety of its community, the

university may be required to investigate a report of sexual misconduct without participation/involvement from the victim. A university representative from the Office of Equal Opportunity & Affirmative Action (OEO/AA - Title IX office), Center for Student Wellness Victim-Survivor Advocacy Program, University Safety/ University Police or the Office of the Dean of Students can guide the victim through the available options and support the victim in his or her decision. Under certain circumstances and for the safety of the university community, the university may be required to initiate an investigation even without victim cooperation.

**Resources:** Available university and community resources are listed at the end of this report including counseling options, mental health resources, health resources, Victim-Survivor Advocacy resources, visa and immigration assistance, financial aid, and legal assistance. In addition, a list of resources are sent to both the complainant and respondent to their email addresses. This email will come from the Office of Equal Opportunity and Affirmative Action and allows the receiver to have all resources in writing.

## COURT ORDERS

Where applicable, the university police will enforce orders of protection, no contact orders, restraining orders, stalking injunctions or similar lawful orders issued by a criminal, civil or tribal court.

## UNIVERSITY DISCIPLINARY PROCESS

The university proceedings involving a disciplinary process will include a prompt, fair and impartial investigation and resolution process. This process will be completed within reasonably prompt timeframes which may be extended for good cause with written notice to the complainant and respondent. Proceedings will be conducted in a manner consistent with university policy and transparent to the complainant and respondent. Timely notice of meetings will be provided wherein the accused, accuser, or both may be present. The complainant and respondent and appropriate officials will be provided with access to any information that will be used during informal and formal disciplinary meetings and hearings. Proceedings will be conducted by officials who do not have a conflict of interest or bias for or against the complainant" and respondent.

Investigators and hearing board members are trained annually on issues related to sexual assault, dating violence, domestic violence and stalking, and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability.

### This process provides that:

- » The complainant and the respondent each have the right to due process which includes the right to be heard, the right to a decision and review by impartial persons or bodies, and a right to adequate notice.
- » The complainant and respondent have the right to be accompanied

by an advisor of their choice to any meeting or institutional disciplinary proceeding, including an attorney; however, the university may establish restrictions regarding the extent to which the advisor may participate in the proceedings as long as the restrictions apply equally to the complainant and respondent. If either party does not bring an advisor, the University will appoint an advisor for that individual, to ask cross-examination questions.

- » The University of Utah adjudicates conduct cases based on the preponderance of evidence standard.
- » The complainant and respondent will be notified simultaneously in writing of the outcome and results of any disciplinary proceedings.
- » The complainant and respondent each has the right to appeal in writing the outcome of the hearing and will be notified simultaneously in writing of the final outcome after the appeal is resolved. The procedure to appeal will be contained within the initial written outcome of the hearing.

Sexual assault, domestic violence, dating violence and stalking are to be criminal acts which may also subject the Respondent to criminal and civil penalties under federal and state law.

To view the Student Code visit [regulations.utah.edu/academics/6-400.php](https://regulations.utah.edu/academics/6-400.php).

To view the faculty disciplinary procedures visit [regulations.utah.edu/academics/6-011.php](https://regulations.utah.edu/academics/6-011.php).

To view the staff disciplinary procedures visit [regulations.utah.edu/human-resources/5-111.php](https://regulations.utah.edu/human-resources/5-111.php).



To view the Discrimination Procedure Rule visit [regulations.utah.edu/general/1-012.php](http://regulations.utah.edu/general/1-012.php)

To view the Sexual Misconduct Complaint Process Rule, visit [regulations.utah.edu/general/rules/R1-012B.php](http://regulations.utah.edu/general/rules/R1-012B.php)

### SANCTIONS

The university may impose sanctions on the accused if there is determination that the accused has violated university policy. These possible sanctions are:

- » Dating Violence- warning, probation, payment of restitution, community service, education requirements, counseling, behavioral coaching, no contact directive, eviction from housing, suspension from 1 semester to 5 years, dismissal, permanent ban from campus, and termination of employment.
- » Domestic Violence- warning, probation, payment of restitution, community service, education requirements, counseling, behavioral coaching, no contact directive, eviction from housing, suspension from one semester to five years, dismissal, permanent ban from campus, and termination of employment.
- » Sexual Assault- probation, payment of restitution, community service, education requirements, counseling, behavioral coaching, no contact directive, eviction from housing, suspension from one semester to five years, dismissal, permanent ban from campus, and termination of employment.
- » Stalking- warning, probation, payment of restitution, community service, education requirements,

counseling, behavioral coaching, no contact directive, eviction from housing, suspension from one semester to five years, dismissal, permanent ban from campus, and termination of employment

Dismissal is permanent separation from the university and is reflected on a student's transcript.

### PROTECTIVE MEASURES

The University of Utah will, upon written request, disclose to the alleged victim of a crime of violence or an incident of incest or statutory rape, the results of any disciplinary proceeding against the respondent student alleged to have committed such an offense. If the alleged victim is deceased as a result of such crime or offense, the victim's next of kin shall be treated as the alleged victim.

The university provides individuals involved in sexual misconduct cases assistance to ensure an ongoing safe living and learning environment, and they are free from retaliation. The university must make such accommodations or provide protective measures if the victim requests them and if they are reasonably available, regardless of whether the complainant chooses to report the crime to campus police, local law enforcement or the university. Protective measures include but are not limited to:

- » Changes in academic, working or living situations
- » Assistance from staff in completing housing relocation
- » Counseling

- » No contact directive issued by the university
- » Restrictions to the respondent regarding access to certain facilities or activities pending the resolution of the matter
- » Assistance with withdrawing from courses
- » Providing an escort to assure safe movement
- » Arranging for medical services

### FACULTY AND STAFF MEMBER RESPONSIBILITY TO REPORT

Faculty and staff members have a legal responsibility to stop prohibited discrimination and sexual misconduct. If you become aware of sexual harassment or sexual misconduct, even if the individual involved does not wish to take any action, note the following obligations under University Rule 1-012:

- » Any university representative who is contacted by an individual with a sexual misconduct or discrimination issue shall advise that individual of the OEO/AA and the availability of university complaint procedures as contained herein.
- » Once informed of an issue related to sexual misconduct or discrimination, the supervisor, chair, dean or other representative of the university shall immediately inform the OEO/AA.

If you receive credible information about a crime on campus, you must report it to the Office of the Dean of Students or University Safety to be disclosed in the annual Clery Report. It is not necessary for the crime to have been investigated nor

must a finding of responsibility have been made to disclose the statistic. Professional and Pastoral Counsellors are exempt from this Clery reporting obligation.

### **UNIVERSITY CONSENSUAL RELATIONSHIPS**

When a member of the university community is responsible for any professional, job-related or academic oversight of another individual, a romantic or sexual relationship between the two, even a consensual relationship, is a violation of university policy and must be remedied through the steps outlined in Policy 1-020, Required Professional Boundaries in Relationships.

### **OPEN DISCUSSION POLICY**

The free and open discussion of issues or theories relating to sexuality or gender in an academic or professional setting, when appropriate to subject matter, will be presumed not to constitute sexual harassment even if it offends or embarrasses an individual, unless other factors are involved. Such factors include targeting the discussion to an individual or carrying out the discussion in terms that are both patently unnecessary and gratuitously offensive.

### **NOTICE REGARDING SEX OFFENDERS**

In accordance with the "Campus Sex Crimes Prevention Act" (amends 42 United States Code 14071), the Utah Sex Offender Registration Act (U.C.A. 77-27-21.5) requires notice

to be given to institutions of higher education of persons required by the act to register who are affiliated with the institution. This information is available at the University of Utah Police Department, 1735 E. South Campus Drive, Salt Lake City, UT 84112, 801-585-2677.

Individuals wishing to learn additional information about registered sex offenders may go to the Utah Department of Corrections Sex Offender Registry website at [corrections.utah.gov/index.php](http://corrections.utah.gov/index.php).

### **OTHER EDUCATIONAL PROGRAMS AND SERVICES**

The university provides a variety of awareness and prevention programs related to sexual misconduct.

**Student Leader Trainings-** The Center for Campus Wellness engages trainings of many different student leader groups (e.g., Housing & Residential Education Resident Assistants, Orientation Leaders) which consists of ongoing training and education sessions on campus safety, general health topics (sleep health, nutrition, stress management, alcohol/drug use and abuse, and policy enforcement), sexual health, healthy relationships, consent, sexual and relationship violence prevention/education, and bystander intervention techniques. These presentations are also available and utilized upon request.

**Student & Family Orientation-** Organized by the Office of Orientation and Transition, the Center for Student Wellness and the Office of the Dean of Students present information

about healthy relationships, consent, and other forms of sexual communication. Definitions of all forms of sexual misconduct are addressed (definitions are also published in the University Bulletin and [registrar.utah.edu/handbook/campusafety.php](http://registrar.utah.edu/handbook/campusafety.php)), as well as concepts such as retaliation, quid pro quo, bystander intervention, how to report sexual misconduct and consequences for engaging in such conduct. During this presentation, the university Title IX coordinator information is provided. Information on how students can keep themselves and other members of their community safe is discussed. Orientation sessions are offered to international students, families and are mandatory for all new and transfer students.

**Office of Equal Opportunity and Affirmative Action Training Programs-** Upon request, the OEO/AA will provide training on sexual misconduct to any university affiliated group or individual.

**Title IX Trainings to Athletes-** The Office of Equal Opportunity and Affirmative Action in partnership with the Office of the Dean of Students meets with athletic teams to discuss university policies that prohibit discrimination and sexual misconduct and discuss the disciplinary process and possible outcomes as it relates to sexual misconduct and other acts of prohibited discrimination. The Center for Student Wellness provides annual, mandatory presentations to all student athletes on consent, sexual health, and bystander intervention.



**Sexual Assault Awareness and Prevention Presentations to Fraternity and Sorority Members-** Each fall and spring, the Office of Equal Opportunity and Affirmative Action in partnership with the Office of the Dean of Students meets with fraternity and sorority members to talk about Title IX and sexual misconduct. Definitions are provided as well as university policies and expectations for bystander intervention.

**New Employee Orientation** - All new employees hired at the University of Utah are made aware of the existence and location of the annual security report through our online orientation. The online orientation is required for all new employees and contains a brief summary of the ASR and a quick link report located online.

**Title IX Trainings to Hinckley Institute of Politics Interns-** The Office of Equal Opportunity and Affirmative Action in partnership with the Office of the Dean of Students meets with local, domestic and international interns during their orientation program to discuss university policies that prohibit discrimination and sexual misconduct. Even though these interns are working off campus for a company, they are still offered the same protections as they are registered students at the University of Utah.

**Sexual Assault Awareness Month (SAAM)**

April is SAAM and the Center for Campus Wellness collaborates with students and campus partners on a campaign focused on education, outreach, prevention, and resources for sexual assault.

**Domestic Violence Awareness Month (DVAM)**

October is DVAM and the Center for Campus Wellness collaborates with students and campus partners on a campaign focused on education, outreach, prevention, and resources for domestic and dating violence and stalking.

**Voices for Change/Graduate Student Upstanders-** Part of the Community Standards Courses, these interactive online courses are designed to educate students about healthy relationships, consent, and bystander intervention. The interactive platform challenges assumptions and promotes building healthy relationships and environments. These courses also alert students to campus, local, and national resources available to them and provides them with the opportunity to review relevant local laws as well as campus policies regarding sexual misconduct. All incoming, degree-seeking students are required to complete the course

during their first semester. Incoming students have a hold placed on their record that is removed after they have completed this course. Students are thereafter required to complete a refresher training annually.

The University of Utah's policy concerning the monitoring and recording of criminal activity at off-campus locations of officially recognized student organizations can be found in the Regulations Library at Policy 1-011(III)(D) (located at [regulations.utah.edu/general/1-011.php](https://regulations.utah.edu/general/1-011.php)). No provisions beyond normal local law enforcement efforts are made to monitor any off-campus locations of student organizations officially recognized by the university, except for the fraternity and sorority community as outlined by Policy 6-402 (located at [regulations.utah.edu/academics/6-402.php](https://regulations.utah.edu/academics/6-402.php)).

# OFF-CAMPUS STUDENT ORGANIZATIONS

## FRATERNITY AND SORORITY LIFE

The Office of Fraternity and Sorority Life at the university maintains regular contact with recognized fraternity and sorority organizations. The Office of Fraternity and Sorority Life and University of Utah Safety Department also maintain a working relationship with the Salt Lake City Police Department.

The University of Utah hosts 12 national men's fraternity and eight national women's sorority chapters. Twelve of these chapters own and manage houses in which members may reside. These properties are directly adjacent to the university and are governed by each chapters' national organization and the City of Salt Lake as well as the University of Utah through the Greek Council Constitution and Bylaws, and University Policy 6-402: Fraternal Social Organizations. Criminal activity at recognized fraternity and sorority residences is monitored and recorded by the Salt Lake City Police Department, not University of Utah Police. Additionally, local law [Salt Lake City Ordinance 21A.36.150] requires either the university or fraternities and sororities to fund a two-officer roving patrol on Friday and Saturday nights. The patrol monitors fraternity and sorority compliance with "all applicable city and county ordinances, state laws, and college or university regulations." The officers on the roving patrol send a weekly report during the academic year to the Director of Fraternity and Sorority Life. The Director of Fraternity

and Sorority Life maintains records of all citations and infractions issued by the Salt Lake City Police Department.

Local law [City Ordinance 21A.36.150] also requires the university to have specific regulations governing fraternities and sororities. Among these, regulations require fraternities and sororities to register non-philanthropic events with the Office of Fraternity and Sorority Life to prohibit consumption of alcohol on fraternity or sorority property by individuals under age 21, to provide alternative nonalcoholic beverages, to hire uniformed officers for gatherings of 60 or more and to require all gatherings to end by 11 p.m. (12 a.m. on a Friday or Saturday before any legal holiday). Fraternities and sororities are also required to review City Ordinance 21A.36.150 and provide an up-to-date risk management policy to the Office of Fraternity and Sorority Life on an annual basis. The Director of Fraternity and Sorority Life compiles and maintains an annual certification record that is received by the city annually. This certification outlines all ways in which the University of Utah complies with and promulgates the requirements outlined in City Ordinance 21A.36.150. In addition to these pieces, the staff in the Office of Fraternity and Sorority Life provide trainings and education for organization leaders and community members around topics of risk reduction, harm prevention, and health and wellness to aide in students understanding of rules, guidelines, and expectations.









# CAMPUS SAFETY

## IMPROVEMENTS AND PLANNING

### EFFORTS TO INCREASE CAMPUS SAFETY DURING THE PAST 18 MONTHS

The University of Utah remains committed to improving campus safety and recognizes that safety looks and feels different to everyone. For members of the campus community to thrive, their need to feel safe, welcome, and a sense of belonging must be met. The new University Safety Department, led by the Chief Safety Officer, serves as a centralized resource for coordinating safety initiatives across campus to create an environment that meets these needs.

Some of the efforts to increase campus safety during the past 18 months include:

- The ODOS has been working with Campus Safety to finalize the Threat Assessment Team and processes. The work is ongoing, but the team has made significant progress in reviewing best practices from professional organizations and partner institutions and completing additional education and training. They have submitted recommendations to the Chief Safety Officer and Deputy General Counsel.
- A new SafeU Student Ambassador program launched in fall 2021. The year-long paid leadership cohort program focuses on improving campus safety, gaining leadership experience, and giving students and opportunity to interact with staff and officials at the U.

- The University Center for Student Wellness hosted a variety of events in April 2021 in recognition of Sexual Assault Awareness Month.
- The Gender-Based Violence Consortium at the University of Utah held a daylong symposium in April 2021 called “Visualizing Change, Resisting Violence,” and featured experts from across the country. The consortium aims to increase public recognize of and deepen public knowledge about this type of violence.
- New digital signage placed throughout campus offer a place to broadcast emergency messaging and other safety information.
- Throughout the COVID-19 pandemic, the University of Utah worked to follow public health guidelines and best practices to protect its community. From providing free face coverings to offering testing and vaccines, the U recently announced plans to require COVID-19 vaccinations for students and healthcare workers.
- The University Counseling Center began providing more services to students without charging session fees thanks to a new Student Mental Health Fee and other creative solutions.
- The University of Utah launched the new Center for Violence Prevention aimed at bridging the gap between research and practice by bringing together researchers, prevention

educators and students. The center will work to better understand and analyze perpetration and peer culture as it relates to relationship and sexual violence.

- University Safety established the Public Safety Advisory Committee to assist the chief safety officer with the development of the strategic direction of the department in order to enhance the safety and overall quality of life for the U community. The committee is chaired by two students and includes student, faculty, and staff representatives from across the campus.
- University Safety implemented the Independent Review Committee to help ensure confidence in the U’s public safety functions by reviewing complaints made against public safety personnel, evaluating the actions of public safety personnel, and making recommendations regarding policies and procedures. The IRC is chaired by a law professor and includes student, faculty, and staff representatives.
- To support the University of Utah’s commitment to safety, diversity, and inclusion, University Safety created a new Special Assistant to the Chief Safety Officer position to coordinate community engagement initiatives with organizations across campus, as well as implement new response protocols developed by the Racist and Bias Incident Response Team. This

position works closely with the divisions of Student Affairs and Equity, Diversity, and Inclusion to comprehensively evaluate and improve safety efforts.

- University Police began using body-worn cameras in August 2021 to promote accountability; increase public trust; provide supportive documentation for complaints, investigations, and prosecutions; and improve training opportunities.
- The University Police Department became the first law enforcement agency in Utah to join the 30x30 initiative in July 2021 to increase the representation of women in police recruit classes to 30% by 2030. "

### **PLANS TO INCREASE CAMPUS SAFETY DURING THE NEXT 24 MONTHS**

Over the next 24 months, the University of Utah plans to continue implementing safety measures and building a culture of safety in a way that meets the unique needs of the University of Utah community. Some of these plans are listed below:

- The ODOS will begin implementing the recommendations for TAT, including embedding a Threat Management Response Team (TMRT) within the existing Behavioral Intervention team and utilizing the case management system used by the BIT. Both the Associate Dean of Students and the Dean

of Students are preparing to take an Association of Threat Assessment Professionals (ATAP) certification course in late Fall 2023.

- University Safety continues to work toward achieving accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA), which is expected to be completed in 2023.
- The university's public safety divisions moved into a new building in July 2022. The building has a designated suite to serve victims and other parties in need of assistance; will house a state-of-the-art space to support emergency response and safety monitoring; have a multi-purpose room to be used for trainings, meetings, and community functions and will provide flexible workspace during crisis events; and will include an emergency generator and back-up systems to maintain emergency communication functions, data connectivity, and building functionality to primary systems if an outage occurs.
- University Safety plans to move to a new records management system, which will allow it to improve information sharing, use data to improve services, as well as provide data to the public to increase transparency.
- University Safety will engage with campus partners to

administer surveys and conduct research to better understand currently perceptions about safety, understand how the community consumes safety information, and gather baseline information to help inform the growth and development of the department and safety initiatives.

- Work with students to continue a Courageous Conversations series to improve communication and dialogue on difficult topics related to safety.
- U Health Security plans to continue its expansion into the community clinics, which will ensure that U Health employees, as well as patients and visitors, receive the same level and standards of protection throughout the health system.
- A new SafeU App will be available to the campus community, including visitors, and will provide access to resources and features designed to enhance personal safety.
- UHealth has proposed to add 736 more C-Cure doors (monitored access doors).
- UHealth has proposed to add 10 more panic buttons in locations in the University of Utah Hospital.
- UHealth has proposed to add 320 more cameras in the hospital system).

# ANNUAL FIRE SAFETY REPORT

## DESCRIPTION OF STUDENT HOUSING FIRE SYSTEMS

The university operates two on-campus student housing options: Housing & Residential Education facilities ("HRE facilities") and the University Student Apartments facilities ("USA facilities").

## HOUSING AND RESIDENTIAL FACILITIES

All Heritage Commons Residence Halls are equipped with fire alarms and full fire sprinkler systems.

- The building alarms sound when a smoke detector in the main corridor of the building is activated or a sprinkler head detects heat or is broken.
- Each individual bedroom and all common areas are equipped with smoke detectors and sprinkler heads.
- Interior room/apartment alarms do not sound the entire building alarm when activated.
- Sprinklers activate building alarms.
- Smoke detectors activated in an ADA room sound the building alarm and an automated phone message is sent to the on-call HRE staff member, who reports to the location of the alarm with fire personnel.
- Facilities Operations Technicians enter each space monthly to visually inspect each smoke detector. Smoke detectors are tested on a semi-annual basis to ensure that

they are functioning properly.

- All HRE apartment buildings are equipped with fire extinguishers and fire alarms.
- Individual bedrooms and common areas in all HRE apartments are equipped with smoke detectors.
- All HRE apartments have full sprinkler systems.

## UNIVERSITY STUDENT APARTMENTS FACILITIES

- » **Cedar East and Cedar West Courts:** Each apartment is equipped with a fire extinguisher that is located in either the kitchen, living room, or inside the stairwell. Each apartment is also equipped with a battery operated smoke detector.
- » **Aspen Courts:** Each apartment is equipped with a fire extinguisher that is located in either the kitchen, living room, or the bottom and top of the stairwell. Each apartment is also equipped with a battery operated smoke detector.
- » **Medical Towers Townhouses and Fort Douglas Houses:** Each unit is equipped with a fire extinguisher that is located in the kitchen. Each unit also has a battery operated smoke detector on every floor.
- » **North and South Medical Towers:** Each floor is equipped with a fire extinguisher that is located in the interior corridor. Each apartment and interior corridor is equipped with fire sprinklers for the purpose of fire suppression. The fire sprinkler

will not activate from the presence of smoke alone. The fire sprinkler is activated by excessive heat. The fire sprinkler could activate if tampered with. Each floor and apartment is equipped with a hard wired smoke detector and integrated alarm system.

- » **Additional Information on Fire Extinguishers:** It is the resident's responsibility to know where fire extinguishers are located in their apartment or building. If a fire extinguisher is used, residents are responsible to notify the Maintenance Office immediately (801-581-8668) Extinguishers are recharged at no cost The University Fire Marshal or Maintenance staff inspect fire extinguishers at least annually.
- » **Additional Information on Smoke Detectors:** It is the resident's responsibility to advise the Maintenance Office whenever their smoke detector is inoperable; replacement batteries are available at the Maintenance Office at no charge.

## **FIRE SAFETY POLICIES AND PROCEDURES**

The university has policies and procedures relating to fire safety. Below is a data of policies and rules regarding portable electronic appliances, smoking, and open flames in student housing facilities; procedures for evacuating student housing facilities in the case of a fire; and policies on fire safety education and training programs provided to students and employees.

Items Not Allowed in the Residence Halls – Items that contain/use an open heating element or immersion coil are not permitted in residence halls, and individual bedrooms within apartments. These items include but are not limited to hot plates, toasters, toaster ovens, and “George Foreman” type indoor grills. Halogen lamps and water furnishings such as waterbeds are prohibited.

It is against the university’s Student Code to intentionally set off a fire alarm, report fire, or tamper with a fire extinguisher or other emergency equipment, except when done with the reasonable belief in the existence of a need. It is unlawful to interfere with any fire equipment apparatus, to use a fire extinguisher or other fire protection equipment for other than its intended purpose.

HRE Policies and Rules related to fire prevention can be found at [housing.utah.edu/living-the-u/resident-policies-responsibilities/](https://housing.utah.edu/living-the-u/resident-policies-responsibilities/)  
USA Policies and Rules related

to fire prevention can be found at [apartments.utah.edu/resident-handbook/index.php](https://apartments.utah.edu/resident-handbook/index.php)

Additional information related to, kitchen fire safety, smoking, hallway obstructions can also be found in the welcome letter and Kitchen Fire Safety and Maintenance Tips handouts supplied to residents during orientation. These tips include:

- Neglecting appliances (including cooking appliances) while in use is extremely dangerous and therefore prohibited
- Hallways must be kept clear at all times. Putting trash in the hallways is prohibited. Residents may not store any personal items in the hallways.

### **PROCEDURES FOR EVACUATION FROM STUDENT HOUSING FACILITIES IN THE CASE OF A FIRE**

Whenever a fire alarm sounds at any on-campus student housing facility, all residents, guests, and staff should immediately evacuate and assemble at appropriate nearby locations.

- » Residents of HRE facilities are instructed to assemble at their building’s pre-designated meeting point so that Resident Assistants can take roll.
- » Residents at USA facilities are encouraged to assemble at nearby safe locations.

In the case of an actual fire at an on-campus student housing facility, re-entry is not permitted until the fire department or emergency crews

provide an all-clear.

The following are fire safety evacuation guidelines for residents, guests, and employees at on-campus student housing facilities (these guidelines are also applicable to other university buildings):

1. Know where the exits are for building.
2. Know where the fire extinguisher(s) are located on the floor.
3. If there is smoke:
  - Keep low to the floor.
  - Feel the door and door knob for heat, and if the door or door knob is hot, DO NOT open the door—call (911) or University of Utah Safety Department (801-585-2677); provide the building and room number.
  - Hang a towel or bright object out of your window if unable to escape.
  - Place a wet towel in front of the door to block smoke infiltration.
4. If it is safe to exit:
  - Leave quickly, exiting the building by the closest exit.
  - Leave the door unlocked.
  - Close all doors.
  - Take keys and ID with you.
  - Assemble with others at a nearby safe location or assemble at the pre-designated evacuation assembly point and check in.
5. Re-entry:
  - Only re-enter the building after the appropriate emergency personnel have indicated that it is safe to do so.



**POLICIES ON FIRE SAFETY EDUCATION AND TRAINING OF UNIVERSITY STUDENTS AND EMPLOYEES**

Annual staff training includes, the proper use of fire extinguishers and evacuation procedures. Resident Advisors/ Assistants instruct residents.

**REPORTING FIRES**

Students and employees are instructed to report fires occurring in, on, or around university buildings by calling 911 once you are safe. Do not place yourself or others in harms way. If a fire has been extinguished, contact the Department of Public Safety (801-585-2677) to investigate and notify the Fire Marshal..

**REPORTING FIRES OCCURRING AT HRE FACILITIES**

Residents and employees at HRE facilities should report fires by calling 911. In addition, if feasible, also report fires occurring at HRE facilities to the position listed below:

<b>Name</b>	<b>Position Title</b>	<b>Contact Information</b>
Peterson Heritage Center Front Desk	24-Hour Assistance	801-587-2000



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### REPORTING FIRES OCCURRING AT USA FACILITIES

Residents and employees at USA facilities should report fires occurring at USA facilities by calling 911. In addition, if feasible, also report a fire to any of the positions listed below\*:

Name	Position Title	Contact Information
Maintenance Office	Maintenance Office (handles emergencies from 8 a.m.-4:30 p.m.)	801-581-8668
On-Call Maintenance Representative	On-Call Maintenance Representative (handles emergencies after hours)	Pager: 801-339-0304 Cell: 801-560-1434
University Police	University Police	911

\* USA Residents may also contact their Resident Assistant to report a fire.

### REPORTING FIRES OCCURRING AT ALL OTHER UNIVERSITY BUILDINGS

Visitors, faculty, staff, and students should call 911 to report fires occurring at all other university buildings. When possible, faculty, staff, and students should also report fires to their cognizant Supervisor or Program Director. *See* University Policy 3-300.

### PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

The university is continually evaluating fire safety improvements through the university's Capital Improvements Program.



**UNIVERSITY OF UTAH RESIDENTIAL HOUSING FIRE SAFETY SYSTEMS**

Building Number	Building Name	Fire Alarm Monitoring	Partial Sprinkler	Full Sprinkler	Smoke Detection	Fire Extinguishers	Evacuation Plans	2022 Number of Fire Drills
46	Lassonde Studios	yes	n/a	yes	yes	yes	yes	2
112	Honors Housing	yes	n/a	yes	yes	yes	yes	2
114	Kahlert Village	yes	n/a	yes	yes	yes	yes	2
606	Fort Douglas Duplex	no	no	no	yes	yes	yes	2
607	Emma Eccles Jones Fine Arts House	no	no	no	yes	yes	yes	2
608	S.J. and Jessie Eccles Quinney House	no	no	no	yes	yes	yes	2
609	First Security House	no	no	no	yes	yes	yes	2
610	Poulson House	no	no	no	yes	yes	yes	2
611	Kennecott House	no	no	no	yes	yes	yes	2
612	O.C. Tanner Humanities House	no	no	no	yes	yes	yes	2
613	Gary and Ann Crocker Science House	no	no	no	yes	yes	yes	2
614	Lowell Bennion Service House	no	no	no	yes	yes	yes	2
615	Fort Douglas Duplex	no	no	no	yes	yes	yes	2
621	Fort Douglas House	no	no	no	yes	yes	yes	2
623	Fort Douglas House	no	no	no	yes	yes	yes	0
624	Fort Douglas House	no	no	no	yes	yes	yes	0
625	Fort Douglas House	no	no	no	yes	yes	yes	0
656	Fort Douglas Duplex	no	no	no	yes	yes	yes	0
657	Fort Douglas Duplex	no	no	no	yes	yes	yes	0
658	Fort Douglas Duplex	no	no	no	yes	yes	yes	0
660	Fort Douglas Duplex	no	no	no	yes	yes	yes	0
661	Fort Douglas House	no	no	no	yes	yes	yes	0
662	Fort Douglas House	no	no	no	yes	yes	yes	0
663	Fort Douglas House	no	no	no	yes	yes	yes	0
664	Fort Douglas Duplex	no	no	no	yes	yes	yes	0
701	University Student Apts Tower 1	yes	N/A	yes	yes	yes	yes	0



Building Number	Building Name	Fire Alarm Monitoring	Partial Sprinkler	Full Sprinkler	Smoke Detection	Fire Extinguishers	Evacuation Plans	2022 Number of Fire Drills
702	University Student Apts Tower 2	yes	N/A	yes	yes	yes	yes	0
706	Medical Towers Townhouses	no	no	no	yes	yes	yes	0
707	Medical Towers Townhouses	no	no	no	yes	yes	yes	0
723	University Village West 100A	no	no	no	yes	yes	yes	0
724	University Village West 100B	no	no	no	yes	yes	yes	0
725	University Village West 100C	no	no	no	yes	yes	yes	0
726	University Village West 200A	no	no	no	yes	yes	yes	0
727	University Village West 200B	no	no	no	yes	yes	yes	0
728	University Village West 200C	no	no	no	yes	yes	yes	0
729	University Village West 200D	no	no	no	yes	yes	yes	0
746	University Village West 700A	no	no	no	yes	yes	yes	0
747	University Village West 700B	no	no	no	yes	yes	yes	0
748	University Village West 700C	no	no	no	yes	yes	yes	0
749	University Village West 100D	no	no	no	yes	yes	yes	0
750	University Village West 800A	no	no	no	yes	yes	yes	0
751	University Village West 800B	no	no	no	yes	yes	yes	0
752	University Village West 800C	no	no	no	yes	yes	yes	0
753	University Village West 900A	no	no	no	yes	yes	yes	0
754	University Village West 900B	no	no	no	yes	yes	yes	0



Building Number	Building Name	Fire Alarm Monitoring	Partial Sprinkler	Full Sprinkler	Smoke Detection	Fire Extinguishers	Evacuation Plans	2022 Number of Fire Drills
755	University Village West 900C	no	no	no	yes	yes	yes	0
756	University Village West 900D	no	no	no	yes	yes	yes	0
757	University Village West 1000A	no	no	no	yes	yes	yes	0
758	University Village West 1000B	no	no	no	yes	yes	yes	0
759	University Village West 1000C	no	no	no	yes	yes	yes	0
761	University Village East 1100A	no	no	no	yes	yes	yes	0
762	University Village East 1100B	no	no	no	yes	yes	yes	0
763	University Village East 1100C	no	no	no	yes	yes	yes	0
764	University Village East 1100D	no	no	no	yes	yes	yes	0
765	University Village East 1200A	no	no	no	yes	yes	yes	0
766	University Village East 1200B	no	no	no	yes	yes	yes	0
767	University Village East 1300A	no	no	no	yes	yes	yes	0
768	University Village East 1300B	no	no	no	yes	yes	yes	0
769	University Village East 1400A	no	no	no	yes	yes	yes	0
770	University Village East 1400B	no	no	no	yes	yes	yes	0
771	University Village East 1400C	no	no	no	yes	yes	yes	0
772	University Village East 1400D	no	no	no	yes	yes	yes	0
773	University Village East 1500A	no	no	no	yes	yes	yes	0
774	University Village East 1500B	no	no	no	yes	yes	yes	0

Building Number	Building Name	Fire Alarm Monitoring	Partial Sprinkler	Full Sprinkler	Smoke Detection	Fire Extinguishers	Evacuation Plans	2022 Number of Fire Drills
802	Chapel Glen 802	yes	N/A	yes	yes	yes	yes	2
803	Chapel Glen 803	yes	N/A	yes	yes	yes	yes	2
804	Chapel Glen 804	yes	N/A	yes	yes	yes	yes	2
806	Gateway Heights 806	yes	N/A	yes	yes	yes	yes	2
807	Gateway Heights 807	yes	N/A	yes	yes	yes	yes	2
810	Sage Point 810	yes	N/A	yes	yes	yes	yes	2
811	Sage Point 811	yes	N/A	yes	yes	yes	yes	2
812	Sage Point 812	yes	N/A	yes	yes	yes	yes	2
813	Sage Point 813	yes	N/A	yes	yes	yes	yes	2
814	Sage Point 814	yes	N/A	yes	yes	yes	yes	2
820	Benchmark Plaza 820	yes	N/A	yes	yes	yes	yes	2
821	Benchmark Plaza 821	yes	N/A	yes	yes	yes	yes	2
822	Benchmark Plaza 822	yes	N/A	yes	yes	yes	yes	2
825	Shoreline Ridge 825	yes	N/A	yes	yes	yes	yes	2
826	Shoreline Ridge 826	yes	N/A	yes	yes	yes	yes	2
827	Shoreline Ridge 827	yes	N/A	yes	yes	yes	yes	2
828	Shoreline Ridge 828	yes	N/A	yes	yes	yes	yes	2
829	Shoreline Ridge 829	yes	N/A	yes	yes	yes	yes	2
830	Shoreline Ridge 830	yes	N/A	yes	yes	yes	yes	2
3601	349 1 <sup>st</sup> Avenue Downtown Commons	yes	no	no	yes	yes	yes	2
3602	43 South 400 East Downtown Commons	yes	no	no	yes	yes	yes	2
n/a	400 South 400 East Block 44	yes	no	no	yes	yes	yes	2



**2022 FIRE REPORT**

Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
46	Lassonde Studios	1	22-0381	Dryer lint caught fire inside the dryer	0	0	\$2500.00
112	Honors Housing	0	0	0	0	0	0
114	Kahlert Village	0	0	0	0	0	0
606	Fort Douglas Duplex	0	0	0	0	0	0
607	Emma Eccles Jones Fine Arts House	0	0	0	0	0	0
608	S.J. and Jessie Eccles Quinney House	0	0	0	0	0	0
609	First Security House	0	0	0	0	0	0
610	Poulson House	0	0	0	0	0	0
611	Kennecott House	0	0	0	0	0	0
612	O.C. Tanner Humanities House	0	0	0	0	0	0
613	Gary and Ann Crocker Science House	0	0	0	0	0	0
614	Lowell Bennion Service House	0	0	0	0	0	0
615	Fort Douglas Duplex	0	0	0	0	0	0
621	Fort Douglas House	0	0	0	0	0	0
623	Fort Douglas House	0	0	0	0	0	0
624	Fort Douglas House	0	0	0	0	0	0
625	Fort Douglas House	0	0	0	0	0	0
656	Fort Douglas Duplex	0	0	0	0	0	0
657	Fort Douglas Duplex	0	0	0	0	0	0
658	Fort Douglas Duplex	0	0	0	0	0	0
660	Fort Douglas Duplex	0	0	0	0	0	0
661	Fort Douglas House	0	0	0	0	0	0
662	Fort Douglas House	0	0	0	0	0	0
663	Fort Douglas House	0	0	0	0	0	0

Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
664	Fort Douglas Duplex	0	0	0	0	0	0
701	University Student Apts Tower 1	0	0	0	0	0	0
702	University Student Apts Tower 2	0	0	0	0	0	0
706	Medical Towers Townhouses	0	0	0	0	0	0
707	Medical Towers Townhouses	0	0	0	0	0	0
723	University Village West 100A	0	0	0	0	0	0
724	University Village West 100B	0	0	0	0	0	0
725	University Village West 100C	0	0	0	0	0	0
726	University Village West 200A	0	0	0	0	0	0
727	University Village West 200B	0	0	0	0	0	0
728	University Village West 200C	0	0	0	0	0	0
729	University Village West 200D	0	0	0	0	0	0
746	University Village West 700A	0	0	0	0	0	0
747	University Village West 700B	0	0	0	0	0	0
748	University Village West 700C	0	0	0	0	0	0
749	University Village West 100D	0	0	0	0	0	0
750	University Village West 800A	0	0	0	0	0	0
751	University Village West 800B	0	0	0	0	0	0
752	University Village West 800C	0	0	0	0	0	0
753	University Village West 900A	0	0	0	0	0	0
754	University Village West 900B	0	0	0	0	0	0
755	University Village West 900C	0	0	0	0	0	0
756	University Village West 900D	0	0	0	0	0	0
757	University Village West 1000A	0	0	0	0	0	0
758	University Village West 1000B	0	0	0	0	0	0
759	University Village West 1000C	0	0	0	0	0	0
761	University Village East 1100A	0	0	0	0	0	0
762	University Village East 1100B	0	0	0	0	0	0
763	University Village East 1100C	0	0	0	0	0	0



Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
764	University Village East 1100D	0	0	0	0	0	0
765	University Village East 1200A	0	0	0	0	0	0
766	University Village East 1200B	0	0	0	0	0	0
767	University Village East 1300A	0	0	0	0	0	0
768	University Village East 1300B	0	0	0	0	0	0
769	University Village East 1400A	0	0	0	0	0	0
770	University Village East 1400B	0	0	0	0	0	0
771	University Village East 1400C	0	0	0	0	0	0
772	University Village East 1400D	0	0	0	0	0	0
773	University Village East 1500A	0	0	0	0	0	0
774	University Village East 1500B	0	0	0	0	0	0
802	Chapel Glen 802	0	0	0	0	0	0
803	Chapel Glen 803	0	0	0	0	0	0
804	Chapel Glen 804	0	0	0	0	0	0
806	Gateway Heights 806	0	0	0	0	0	0
807	Gateway Heights 807	0	0	0	0	0	0
810	Sage Point 810	0	0	0	0	0	0
811	Sage Point 811	0	0	0	0	0	0
812	Sage Point 812	0	0	0	0	0	0
813	Sage Point 813	0	0	0	0	0	0
814	Sage Point 814	0	0	0	0	0	0
820	Benchmark Plaza 820	0	0	0	0	0	0
821	Benchmark Plaza 821	0	0	0	0	0	0

Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
822	Benchmark Plaza 822	0	0	0	0	0	0
825	Shoreline Ridge 825	0	0	0	0	0	0
826	Shoreline Ridge 826	0	0	0	0	0	0
827	Shoreline Ridge 827	0	0	0	0	0	0
828	Shoreline Ridge 828	0	0	0	0	0	0
829	Shoreline Ridge 829	0	0	0	0	0	0
830	Shoreline Ridge 830	0	0	0	0	0	0
3601	349 1 <sup>st</sup> Avenue Downtown Commons	0	0	0	0	0	0
3602	43 South 400 East Downtown Commons	0	0	0	0	0	0
N/A	400 South 400 East Block 44	0	0	0	0	0	0



## 2021 FIRE REPORT

Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
46	Lassonde Studios	0	0	0	0	0	0
112	Honors Housing	0	0	0	0	0	0
114	Kahlert Village	0	0	0	0	0	0
606	Fort Douglas Duplex	0	0	0	0	0	0
607	Emma Eccles Jones Fine Arts House	0	0	0	0	0	0
608	S.J. and Jessie Eccles Quinney House	0	0	0	0	0	0
609	First Security House	0	0	0	0	0	0
610	Poulson House	0	0	0	0	0	0
611	Kennecott House	0	0	0	0	0	0
612	O.C. Tanner Humanities House	0	0	0	0	0	0
613	Gary and Ann Crocker Science House	0	0	0	0	0	0
614	Lowell Bennion Service House	0	0	0	0	0	0
615	Fort Douglas Duplex	0	0	0	0	0	0
621	Fort Douglas House	0	0	0	0	0	0
623	Fort Douglas House	0	0	0	0	0	0
624	Fort Douglas House	0	0	0	0	0	0
625	Fort Douglas House	0	0	0	0	0	0
656	Fort Douglas Duplex	0	0	0	0	0	0
657	Fort Douglas Duplex	0	0	0	0	0	0
658	Fort Douglas Duplex	0	0	0	0	0	0
660	Fort Douglas Duplex	0	0	0	0	0	0
661	Fort Douglas House	0	0	0	0	0	0
662	Fort Douglas House	0	0	0	0	0	0
663	Fort Douglas House	0	0	0	0	0	0
664	Fort Douglas Duplex	0	0	0	0	0	0



Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
701	University Student Apts Tower 1	0	0	0	0	0	0
702	University Student Apts Tower 2	0	0	0	0	0	0
706	Medical Towers Townhouses	0	0	0	0	0	0
707	Medical Towers Townhouses	0	0	0	0	0	0
723	University Village West 100A	0	0	0	0	0	0
724	University Village West 100B	0	0	0	0	0	0
725	University Village West 100C	0	0	0	0	0	0
726	University Village West 200A	0	0	0	0	0	0
727	University Village West 200B	0	0	0	0	0	0
728	University Village West 200C	0	0	0	0	0	0
729	University Village West 200D	0	0	0	0	0	0
730	University Village West 300A	0	0	0	0	0	0
731	University Village West 300B	0	0	0	0	0	0
732	University Village West 300C	0	0	0	0	0	0
733	University Village West 300D	0	0	0	0	0	0
734	University Village West 400A	0	0	0	0	0	0
735	University Village West 400B	0	0	0	0	0	0
736	University Village West 400C	0	0	0	0	0	0
737	University Village West 400D	0	0	0	0	0	0
738	University Village West 500A	0	0	0	0	0	0
739	University Village West 500B	0	0	0	0	0	0
740	University Village West 500C	0	0	0	0	0	0
741	University Village West 500D	0	0	0	0	0	0
742	University Village West 600A	0	0	0	0	0	0
743	University Village West 600B	0	0	0	0	0	0
744	University Village West 600C	0	0	0	0	0	0
745	University Village West 600D	0	0	0	0	0	0
746	University Village West 700A	0	0	0	0	0	0
747	University Village West 700B	0	0	0	0	0	0



Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
748	University Village West 700C	0	0	0	0	0	0
749	University Village West 100D	0	0	0	0	0	0
750	University Village West 800A	0	0	0	0	0	0
751	University Village West 800B	0	0	0	0	0	0
752	University Village West 800C	0	0	0	0	0	0
753	University Village West 900A	0	0	0	0	0	0
754	University Village West 900B	0	0	0	0	0	0
755	University Village West 900C	0	0	0	0	0	0
756	University Village West 900D	0	0	0	0	0	0
757	University Village West 1000A	0	0	0	0	0	0
758	University Village West 1000B	0	0	0	0	0	0
759	University Village West 1000C	0	0	0	0	0	0
761	University Village East 1100A	0	0	0	0	0	0
762	University Village East 1100B	0	0	0	0	0	0
763	University Village East 1100C	0	0	0	0	0	0
764	University Village East 1100D	0	0	0	0	0	0
765	University Village East 1200A	0	0	0	0	0	0
766	University Village East 1200B	0	0	0	0	0	0
767	University Village East 1300A	0	0	0	0	0	0
768	University Village East 1300B	0	0	0	0	0	0
769	University Village East 1400A	0	0	0	0	0	0
770	University Village East 1400B	0	0	0	0	0	0
771	University Village East 1400C	0	0	0	0	0	0
772	University Village East 1400D	0	0	0	0	0	0
773	University Village East 1500A	0	0	0	0	0	0
774	University Village East 1500B	0	0	0	0	0	0
802	Chapel Glen 802	0	0	0	0	0	0
803	Chapel Glen 803	0	0	0	0	0	0
804	Chapel Glen 804	0	0	0	0	0	0
806	Gateway Heights 806	0	0	0	0	0	0

Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
807	Gateway Heights 807	0	0	0	0	0	0
810	Sage Point 810	0	0	0	0	0	0
811	Sage Point 811	0	0	0	0	0	0
812	Sage Point 812	0	0	0	0	0	0
813	Sage Point 813	0	0	0	0	0	0
814	Sage Point 814	0	0	0	0	0	0
820	Benchmark Plaza 820	0	0	0	0	0	0
821	Benchmark Plaza 821	0	0	0	0	0	0
822	Benchmark Plaza 822	0	0	0	0	0	0
825	Shoreline Ridge 825	0	0	0	0	0	0
826	Shoreline Ridge 826	0	0	0	0	0	0
827	Shoreline Ridge 827	0	0	0	0	0	0
828	Shoreline Ridge 828	0	0	0	0	0	0
829	Shoreline Ridge 829	0	0	0	0	0	0
830	Shoreline Ridge 830	0	0	0	0	0	0
3601	349 1 <sup>st</sup> Avenue Downtown Commons	0	0	0	0	0	0
3602	43 South 400 East Downtown Commons	0	0	0	0	0	0
N/A	400 South 400 East Block 44	0	0	0	0	0	0



## 2020 FIRE REPORT

Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
46	Lassonde Studios	0	0	0	0	0	0
112	Honors Housing	0	0	0	0	0	0
606	Fort Douglas Duplex	0	0	0	0	0	0
607	Emma Eccles Jones Fine Arts House	0	0	0	0	0	0
608	S.J. and Jessie Eccles Quinney House	0	0	0	0	0	0
609	First Security House	0	0	0	0	0	0
610	Poulson House	0	0	0	0	0	0
611	Kennecott House	0	0	0	0	0	0
612	O.C. Tanner Humanities House	0	0	0	0	0	0
613	Gary and Ann Crocker Science House	0	0	0	0	0	0
614	Lowell Bennion Service House	0	0	0	0	0	0
615	Fort Douglas Duplex	0	0	0	0	0	0
621	Fort Douglas House	0	0	0	0	0	0
623	Fort Douglas House	0	0	0	0	0	0
624	Fort Douglas House	0	0	0	0	0	0
625	Fort Douglas House	0	0	0	0	0	0
656	Fort Douglas Duplex	0	0	0	0	0	0
657	Fort Douglas Duplex	0	0	0	0	0	0
658	Fort Douglas Duplex	0	0	0	0	0	0
660	Fort Douglas Duplex	0	0	0	0	0	0
661	Fort Douglas House	0	0	0	0	0	0
662	Fort Douglas House	0	0	0	0	0	0
663	Fort Douglas House	0	0	0	0	0	0
664	Fort Douglas Duplex	0	0	0	0	0	0
701	University Student Apts Tower 1	0	0	0	0	0	0

Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
702	University Student Apts Tower 2	0	0	0	0	0	0
706	Medical Towers Townhouses	0	0	0	0	0	0
707	Medical Towers Townhouses	0	0	0	0	0	0
723	University Village West 100A	0	0	0	0	0	0
724	University Village West 100B	0	0	0	0	0	0
725	University Village West 100C	0	0	0	0	0	0
726	University Village West 200A	0	0	0	0	0	0
727	University Village West 200B	0	0	0	0	0	0
728	University Village West 200C	0	0	0	0	0	0
729	University Village West 200D	0	0	0	0	0	0
730	University Village West 300A	0	0	0	0	0	0
731	University Village West 300B	0	0	0	0	0	0
732	University Village West 300C	0	0	0	0	0	0
733	University Village West 300D	0	0	0	0	0	0
734	University Village West 400A	0	0	0	0	0	0
735	University Village West 400B	0	0	0	0	0	0
736	University Village West 400C	0	0	0	0	0	0
737	University Village West 400D	0	0	0	0	0	0
738	University Village West 500A	0	0	0	0	0	0
739	University Village West 500B	0	0	0	0	0	0
740	University Village West 500C	0	0	0	0	0	0
741	University Village West 500D	0	0	0	0	0	0
742	University Village West 600A	0	0	0	0	0	0
743	University Village West 600B	0	0	0	0	0	0
744	University Village West 600C	0	0	0	0	0	0
745	University Village West 600D	0	0	0	0	0	0
746	University Village West 700A	0	0	0	0	0	0
747	University Village West 700B	0	0	0	0	0	0
748	University Village West 700C	0	0	0	0	0	0
749	University Village West 100D	0	0	0	0	0	0
750	University Village West 800A	0	0	0	0	0	0



Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
751	University Village West 800B	0	0	0	0	0	0
752	University Village West 800C	0	0	0	0	0	0
753	University Village West 900A	0	0	0	0	0	0
754	University Village West 900B	0	0	0	0	0	0
755	University Village West 900C	0	0	0	0	0	0
756	University Village West 900D	0	0	0	0	0	0
757	University Village West 1000A	0	0	0	0	0	0
758	University Village West 1000B	0	0	0	0	0	0
759	University Village West 1000C	0	0	0	0	0	0
761	University Village East 1100A	0	0	0	0	0	0
762	University Village East 1100B	0	0	0	0	0	0
763	University Village East 1100C	0	0	0	0	0	0
764	University Village East 1100D	0	0	0	0	0	0
765	University Village East 1200A	0	0	0	0	0	0
766	University Village East 1200B	0	0	0	0	0	0
767	University Village East 1300A	0	0	0	0	0	0
768	University Village East 1300B	0	0	0	0	0	0
769	University Village East 1400A	0	0	0	0	0	0
770	University Village East 1400B	0	0	0	0	0	0
771	University Village East 1400C	0	0	0	0	0	0
772	University Village East 1400D	0	0	0	0	0	0
773	University Village East 1500A	0	0	0	0	0	0
774	University Village East 1500B	0	0	0	0	0	0
802	Chapel Glen 802	0	0	0	0	0	0
803	Chapel Glen 803	0	0	0	0	0	0
804	Chapel Glen 804	0	0	0	0	0	0
806	Gateway Heights 806	0	0	0	0	0	0
807	Gateway Heights 807	0	0	0	0	0	0
810	Sage Point 810	0	0	0	0	0	0

Building Number	Building Name	Total Fires in each Building	Fire Number	Cause of Fire	Number of injuries requiring medical treatment at a medical facility	Number of deaths related to Fire	Value of Property Damage Caused by Fire (in dollars)
811	Sage Point 811	0	0	0	0	0	0
812	Sage Point 812	0	0	0	0	0	0
813	Sage Point 813	0	0	0	0	0	0
814	Sage Point 814	0	0	0	0	0	0
820	Benchmark Plaza 820	0	0	0	0	0	0
821	Benchmark Plaza 821	0	0	0	0	0	0
822	Benchmark Plaza 822	0	0	0	0	0	0
825	Shoreline Ridge 825	0	0	0	0	0	0
826	Shoreline Ridge 826	0	0	0	0	0	0
827	Shoreline Ridge 827	0	0	0	0	0	0
828	Shoreline Ridge 828	0	0	0	0	0	0
829	Shoreline Ridge 829	0	0	0	0	0	0
830	Shoreline Ridge 830	0	0	0	0	0	0
3601	349 1 <sup>st</sup> Avenue Downtown Commons	0	0	0	0	0	0
3602	43 South 400 East Downtown Commons	0	0	0	0	0	0
N/A	400 South 400 East Block 44	0	0	0	0	0	0





# SAFETY COORDINATION AND COMMUNICATION AMONG CAMPUS RESOURCES

The University of Utah proactively seeks to collaborate across the numerous departments that work to support campus safety through a number of both formal and informal processes.

**Behavioral Intervention Team (BIT):** On a weekly basis, representatives from the Office of the Dean of Students, Housing & Residential Education, University Safety, Office of the Chief Safety Officer, Mental Health First Responders, the Office of Equal Opportunity & Affirmative Action, Center for Student Wellness, the Office of General Counsel, Human Resources, the University Counseling Center, Academic Advising, and the Office of Faculty Affairs meet to discuss individuals whose behaviors are concerning, disruptive, or threatening toward themselves or others. BIT's primary function is to help keep the university community safe and connect distressed individuals to support services.

**Clery Committee:** University Safety, the Office of the Dean of Students, the Office of Equal Opportunity and Affirmative Action, the Center for Campus Wellness, and Housing & Residential Education and others meet regularly to review and discuss data to include in the Annual Security and Fire Report. Data is also gathered from Occupational Environmental Health and Safety, Campus Security Authorities, and numerous law enforcement agencies that

provide services to university-controlled facilities and properties within their jurisdictions.

**Campus Safety Task Force:** Two new public safety committees were created in September 2020 by University of Utah inaugural Chief Safety Officer Marlon C. Lynch and appointed by U President Ruth W. Watkins. The Public Safety Advisory Committee and Independent Review Committee are comprised of students, faculty, and staff from across the institution and are designed to ensure a broad representation of constituents are included in public safety decision-making.

The Public Safety Advisory Committee is charged with assisting the chief safety officer with the development of the strategic direction of the department in order to enhance the safety and overall quality of life for the U community. The committee will offer advice and constructive criticism to the CSO and will assist in educating the U community about programs, services and initiatives offered by the department.

The Independent Review Committee exists to help ensure confidence in the U's public safety functions by reviewing complaints made against public safety personnel, evaluating the actions of public safety personnel, and when necessary, making recommendations regarding policies and procedures. It will review complaints made by the public that

are directly or indirectly related to issues of excessive force, violation of rights, abusive language or dereliction of duty. The committee is independent from the department and is not intended to replace the existing formal internal review and disciplinary procedures.

## STUDENT ORGANIZATION TRAINING

Since Fall 2016, the University of Utah has been providing sexual assault prevention training to all incoming, degree-seeking students. This course is an interactive online program designed to educate students about healthy relationships, consent, and bystander intervention. The interactive platform challenges assumptions and promotes building healthy relationships and environments. This course also alerts students to campus, local, and national resources available to them and provides them with the opportunity to review relevant local laws as well as campus policies regarding sexual misconduct. This course became mandatory for all incoming, degree-seeking students in July 2019. A hold is placed on every student's record preventing registration until the course has been successfully completed. A refresher course is then assigned to each student annually.

# CAMPUS AND COMMUNITY SERVICES

## LAW ENFORCEMENT

*Emergency Numbers:*  
911

*University Safety Department*  
[safety.utah.edu](http://safety.utah.edu)  
801-585-2677

*Campus Security Escorts*  
Main Campus: 801-585-2677 |  
University Hospital: 801-581-2294

*Salt Lake City Police Department*  
[slcpd.com](http://slcpd.com)  
801-799-3000

*Salt Lake County Sheriff (Unified  
Police Department)*  
[updsl.org](http://updsl.org)  
801-743-7000

### Sandy Center

*Sandy City Police Department*  
801-568-7200

### Graduate Center at St. George

*St. George Police Department*  
435-627-4300

### Rio Mesa Research Center

*Grand County Sheriff*  
435-259-8115

### Range Creek Research Center

*Emery County Sheriff*  
435-564-3431

### Taft-Nicholson Research Center

*Beaverhead County Sheriff*  
406-683-3700

## Herriman Campus

*Department of Public Safety - Utah  
Highway Patrol*  
801-957-3800

## HEALTH SERVICES

*Poison Control*  
[poisoncontrol.utah.edu](http://poisoncontrol.utah.edu)  
800-222-1222

*University of Utah Hospital*  
[healthcare.utah.edu/hospital](http://healthcare.utah.edu/hospital)  
801-585-2031

*University of Utah Emergency Room*  
[healthcare.utah.edu/emergency](http://healthcare.utah.edu/emergency)  
801-581-2291

*Primary Children's Medical Center*  
[intermountainhealthcare.org/  
hospitals/primarychildrens](http://intermountainhealthcare.org/hospitals/primarychildrens)  
801-588-2000

*Primary Children's Medical Center  
Security*  
[intermountainhealthcare.org/  
hospitals/primarychildrens](http://intermountainhealthcare.org/hospitals/primarychildrens)  
801-662-1020

*Women's Health Services*  
[healthcare.utah.edu/womenshealth](http://healthcare.utah.edu/womenshealth)  
801-213-2995

*Student Health Center*  
[studenthealth.utah.edu](http://studenthealth.utah.edu)  
801-581-6826

### Sandy Center

*Lone Peak Hospital*  
11800 S. State St.  
Draper, UT 84020  
801-545-8000

## Graduate Center at St. George

*St. George Regional Hospital*  
265 N. 200 East  
St. George, UT 84770  
435-251-1000

## Rio Mesa Research Center

*Moab Regional Hospital*  
450 Williams Way  
Moab, UT 84532  
435-719-3500

## Range Creek Research Center

*Castleview Hospital*  
300 Hospital Dr.  
Price, UT 84501  
435-637-4800

## Taft-Nicholson Research Center

*Barrett Hospital & HealthCare*  
600 State Hwy 91 S  
Dillon, MT 59725

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## **CAMPUS RESOURCES**

### *Center for Campus Wellness*

The CCW strives to cultivate a holistically well and safe campus community. Wellness is the foundation of success and equitable access to inclusive wellness services, education and support will create a more resilient, thriving University of Utah. The CCW provides resources and services including Victim-Survivor Advocacy, health education, workshops and trainings (e.g. Bystander Intervention, Healthy Relationships, Low Risk Drinking), STI/HIV testing, wellness coaching, and student involvement opportunities.

The CCW's Victim-Survivor advocates provide free, confidential and trauma-informed services to support students, faculty and staff who have experienced interpersonal violence (e.g. sexual assault, rape, gender-based harassment, stalking, dating and domestic violence).

[wellness.utah.edu](http://wellness.utah.edu)  
801-581-7776

### *Office of the Dean of Students*

The Office of the Dean of Students coordinates the Student Accountability process, and serves as a support for students facing challenges to their academic success. They have staff ready to assist students, staff, faculty, family members, and community members with student issues and concerns.

[deanofstudents.utah.edu](http://deanofstudents.utah.edu)  
801-581-7066

### *Equity and Diversity*

Office for Equity, Diversity, and Inclusion is proud to lead the university's efforts to support the success and achievement of faculty, students, and staff who self-identify as African American, Latina/o or Chicana/o, Asian American, Pacific Islander, American Indian, members of the Lesbian, Gay, Bisexual, Transgender and Questioning community, and women in underrepresented fields.

[diversity.utah.edu](http://diversity.utah.edu)  
801-585-3312

### *Center for Disability & Access*

The Center for Disability & Access is the designated office at the University of Utah which evaluates disability documentation, determines eligibility, and implements reasonable accommodations for enrolled students as guided by Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and university policy.

[disability.utah.edu](http://disability.utah.edu)  
801-581-5020

### *Women's Resource Center*

The Women's Resource Center (WRC) at the University of Utah serves as the central resource for educational and support services for women. Honoring the complexities of women's identities, the WRC facilitates choices and changes through programs, counseling, and training grounded in a commitment to advance social justice and equality.

[womenscenter.utah.edu](http://womenscenter.utah.edu)  
801-581-8030

### *SafeU*

Initiated through the Presidential Task Force on Campus Safety, SafeU is a centralized and comprehensive campus safety website. Students and community members can utilize this site to find important information on a range of topics, from how to report a crime to where to learn about various safety-related and prevention trainings available on campus.

[safeu.utah.edu](http://safeu.utah.edu)



### ***University Counseling Center***

The University Counseling Center offers opportunities for personal development that will lead to enhanced learning and contribution to the university. The Center helps students, staff, and faculty resolve existing problems, prevent potential problems, and develop new skills that will enrich their lives. Services address personal, career, and academic learning issues. Formats include individual and group counseling, classes, and workshops. Consultation and outreach services are also available to university organizations and departments.

[counselingcenter.utah.edu](http://counselingcenter.utah.edu)  
801-581-6826

### ***Housing & Residential Education***

Housing & Residential Education provides undergraduate housing options in both residences hall and apartment style living. Living on campus helps students connect with other students who share common interests and/or academic pursuits and these students are more likely to become more engaged in their overall college experience.

[housing.utah.edu](http://housing.utah.edu)  
801-587-2002

### ***University Student Apartments***

The University of Utah family and graduate housing program accommodates students from all over the world. Our apartment community fosters individual lifestyles and educational opportunities within a framework of responsible freedom. Residents enjoy children's programs, cultural activities and individual participation in community affairs.

[apartments.utah.edu](http://apartments.utah.edu)  
801-581-8667

### ***Environmental Health and Safety***

EHS promotes, creates and maintains a safe and healthful campus environment.

[oehs.utah.edu/about](http://oehs.utah.edu/about)  
801-581-6590

### ***Commuter Services***

Information on parking, shuttle services, campus construction and other modes of transportation.

[commuterservices.utah.edu](http://commuterservices.utah.edu)  
801-581-6415

### ***ASUU Student Resources Board***

The purpose of the Student Resources Board is to be a supporter and an outlet for students in need. They provide resource programs, contact information, and student-to-student consultation for those in need. The Board advocates for all students in need of unbiased assistance, including: legal referrals, emergency loans, renter's issues, food insecurity, and miscellaneous advice.

[asuu.utah.edu](http://asuu.utah.edu)  
801-581-2788

### ***Office of Equal Opportunity and Affirmative Action***

The Office of Equal Opportunity and Affirmative Action (OEO/AA) is committed to ensuring a quality environment at the University of Utah where all members of the university community are treated in an equitable and fair manner.

[oeo.utah.edu](http://oeo.utah.edu)  
801-581-8365

### ***Student Health Center***

All University of Utah students, their spouses, and dependents are eligible for care at the Student Health Center.

[studenthealth.utah.edu](http://studenthealth.utah.edu)

*Office for Inclusive Excellence*

Inclusive Excellence aims to engage, support, and advance a living, learning, and working environment that fosters respect, diversity, equity, inclusivity, and academic excellence for students in our increasingly global community. Office for Inclusive Excellence strives to nurture a culture of diversity that respects the humanity of all peoples and does not support acts of intolerance against another's race, ethnicity, age, sexual orientation, gender, gender identity and expression, ability, socioeconomic status, veteran status, size, national origin, language, religion or any other real or perceived differences based on an individual's identity.  
[inclusive-excellence.utah.edu](http://inclusive-excellence.utah.edu)  
801-585-5994

**COMMUNITY RESOURCES**

*24/7 Stalking Helpline: 800-621-4673*  
[safehorizon.org/get-help/stalking/](http://safehorizon.org/get-help/stalking/)

*SAFEUT Smartphone App available through the App store or Google Play.*  
[bit.ly/2GIASk8](http://bit.ly/2GIASk8) or [healthcare.utah.edu/uni/safe-ut/](http://healthcare.utah.edu/uni/safe-ut/)  
1-800-273-8255

*Rape Sexual Assault Hotline*  
[raperecoverycenter.com](http://raperecoverycenter.com)  
801-467-7273

*Salt Lake Rape Recovery Center*  
[raperecoverycenter.com](http://raperecoverycenter.com)  
801-467-7282

*Domestic Violence Hotline*  
[udvc.org/resources/get-help-now.html](http://udvc.org/resources/get-help-now.html) OR [bit.ly/2LnjUWL](http://bit.ly/2LnjUWL)  
1-800-897-5465  
(8:30 a.m.-9 p.m.)

*Rape, Abuse and Incest National Network*  
[rainn.org](http://rainn.org)  
1-800-656-4673

*Valley Behavioral Health & Crisis Hotline*  
[valleycares.com](http://valleycares.com)  
888-949-4864

*Utah Transit Authority (UTA)*  
[rideuta.com](http://rideuta.com)  
801-743-3882

*Legal Aid Society*  
[legalaidsocietyofsaltlake.org](http://legalaidsocietyofsaltlake.org)  
801-328-8849

*Utah Legal Services*  
[utahlegalservices.org](http://utahlegalservices.org)  
801-328-8891 or 1-800-662-4245

*Utah Office for Victims of Crimes*  
[crimevictim.utah.gov](http://crimevictim.utah.gov)  
801-238-2360

*Family Justice Center*  
[slcfamilyjusticecenter.org](http://slcfamilyjusticecenter.org)  
801-236-3370

*YWCA*  
[ywcautah.org/what-we-do](http://ywcautah.org/what-we-do)  
855-992-2752







# **Utah State University Annual Security & Fire Safety Report**





# TABLE OF CONTENTS

Acronyms	4
USU Policies Referenced	5
A Message from USU Public Safety	6
Introduction	7
The Clery Act	7
Preparing the Annual Security Report	7
Campus Law Enforcement Authority	8
Logan Campus	8
USU Eastern (Price) Campus	8
Crime Alerts for USU Campuses	9
Reporting Crimes and Other Emergencies	9
Local Law Enforcement Agencies	10
Logan	10
USU Eastern (Price)	11
USU Blanding	13
Statewide Campuses	13
Crime Awareness and Prevention Programs	13
Logan	15
Improving Campus Safety	15
Timely Warning Notification Process	16
Missing Person Process	16
Alcohol and Drug Policies	17
Legal Sanctions	17
Health Risks	17
Drug and Alcohol Programs	17
Security of and Access to USU Facilities	18
Security Considerations Related to Maintenance Programs	18
Emergency Response	19
Emergency Confirmation Process	19
Emergency Notifications	19
Emergency Procedures	20
Dating Violence, Domestic Violence, Sexual Assault, and Stalking Policies and Procedures	23
Procedures for Reporting a Complaint	23
University Disciplinary Actions for Sexual Misconduct	25
Victim Notification	26
Resources Available	26
Prevention Programs	28
Sex Offender Registry	31

<b>Crime Definitions</b>	<b>31</b>
<b>FBI Crime Definitions</b>	<b>31</b>
<b>Federal Clery Act Definitions of Dating Violence, Domestic Violence, Sexual Assault, and Stalking</b>	<b>32</b>
<b>Utah Definitions of Domestic Violence, Sexual Assault, and Stalking</b>	<b>33</b>
<b>Consent Definitions</b>	<b>35</b>
<b>Campus Crime Statistics</b>	<b>36</b>
<b>Crime Statistics</b>	<b>36</b>
<b>Hate Crimes</b>	<b>37</b>
<b>Logan Crime Statistics</b>	<b>39</b>
<b>Logan Housing Crime Statistics</b>	<b>40</b>
<b>USU Eastern (Price) Crime Statistics</b>	<b>45</b>
<b>USU Eastern (Price) Housing Crime Statistics</b>	<b>46</b>
<b>USU Blanding Crime Statistics</b>	<b>47</b>
<b>USU Blanding Housing Crime Statistics</b>	<b>48</b>
<b>Other Statewide Crime Statistics (by Campus)</b>	<b>50</b>
<b>Statewide Campus Locations</b>	<b>77</b>
<b>Statewide Campus and USU Locations Addresses</b>	<b>78</b>
<b>Fire Safety Report</b>	<b>80</b>
<b>Fire Safety Contacts</b>	<b>80</b>
<b>USU Policy on Portable Electrical Appliances, Smoking, and Open Flames in Student Housing Facilities</b>	<b>81</b>
<b>Fire Statistics in USU Residential Facilities</b>	<b>84</b>
<b>Logan Campus</b>	<b>84</b>
<b>USU Eastern (Price) Campus</b>	<b>86</b>
<b>USU Blanding Campus</b>	<b>86</b>
<b>Fire Safety Systems and Drills in On-Campus Student Housing</b>	<b>87</b>
<b>Logan Campus</b>	<b>87</b>
<b>USU Eastern (Price) Campus</b>	<b>89</b>
<b>USU Blanding Campus</b>	<b>89</b>
<b>Campus Resources</b>	<b>91</b>
<b>Off-Campus Resources</b>	<b>91</b>
<b>Statewide</b>	<b>91</b>
<b>Logan</b>	<b>91</b>
<b>USU Eastern (Price)</b>	<b>91</b>

# ACRONYMS

<b>ASR</b>	<b>Annual Security and Fire Safety Report</b>
<b>CAPS</b>	<b>Counseling and Psychological Services</b>
<b>CAPSA</b>	<b>A Logan-based domestic violence shelter and sexual assault response advocates</b>
<b>Clery Act</b>	<b>Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act</b>
<b>CSA</b>	<b>Campus Security Authorities</b>
<b>FBI</b>	<b>Federal Bureau of Investigation</b>
<b>LCPD</b>	<b>Logan City Police Department</b>
<b>NIBRS</b>	<b>National Incident Based Reporting System</b>
<b>SAAVI</b>	<b>Sexual Assault and Anti-Violence Information (office)</b>
<b>TSC</b>	<b>Taggart Student Center</b>
<b>USU</b>	<b>Utah State University</b>
<b>USUPD</b>	<b>Utah State University Police Department</b>
<b>USUEPD</b>	<b>Utah State University Eastern Police Department</b>
<b>UCR</b>	<b>Uniform Crime Reporting</b>
<b>UL</b>	<b>Underwriters Laboratory</b>
<b>VAWA</b>	<b>Violence Against Women Act</b>



# USU POLICIES REFERENCED

USU POLICY	CONDUCT COVERED	PEOPLE COVERED
339/339A/340: Sexual Misconduct	Prohibited sexual misconduct, including sexual harassment, sexual assault, stalking, and dating and domestic violence (relationship violence).	All students, employees, and campus visitors involved in USU programs and activities.
305: Discrimination	Prohibited discrimination and harassment based on protected classes.	All students, employees, and campus visitors involved in USU programs and activities.
533: Public Safety, Response, and Reporting	Outlines the response to reports of crime and defines reporting guidelines, as well as how the university will respond in an emergency and alert campus.	All students, employees, and campus visitors involved in USU programs and activities.
313: Drug and Alcohol-free Workplace; Drug and Alcohol Testing	Expectations for USU employees, requirement for employees to report to work assignments unimpaired, and procedures and disciplinary action for employees who violate the policy.	Employees.
520: Building Access Control	Outlines protocols to secure campus while allowing as much freedom as possible.	All students and employees.
303: Affirmative Action/Equal Opportunity	USU's commitment to equal opportunity in all programs and activities.	All students, employees, and campus visitors involved in USU programs and activities.
407: Academic Due Process: Sanctions and Hearing Procedures	Procedures for imposing sanctions on faculty members for misconduct, including procedure for conducting a grievance hearing.	Faculty.
342: Violence in the Workplace	Defines prohibited violent conduct, procedures for reporting workplace violence, and sanctions for threats of violence.	All students and employees.
Student Code: Article VII	Procedures for imposing sanctions for misconduct.	All students.
Student Code: Article V-3.B: Misconduct	Defines prohibited conduct related to illicit drugs and alcohol, sexual harassment, theft, and other forms of misconduct.	All students.
Student Code: Article V-5	Discipline regarding misconduct violations.	All students.



## A MESSAGE FROM USU PUBLIC SAFETY

**THE UTAH STATE UNIVERSITY DEPARTMENT OF PUBLIC SAFETY** supports the university mission of excellence, access, and inclusion as a premier land- and space-grant institution by ensuring a safe and secure living, learning, and working environment. The Department of Public Safety strives to improve the quality of life for all Aggies and visitors to campus through education, prevention, and collaboration.

The USU Annual Security and Fire Safety Report is published in compliance with the Jeanne Clery Act that requires each institution of higher education to provide transparency around crime statistics on campus.

This report includes campus crime, arrests, and referral statistics reported to USU Police Department (USUPD), Campus Security Authorities, and local law enforcement for locations owned or controlled by USU. In addition to campus crime statistics, the report also includes fire statistics for residence halls and university policies and procedures concerning alcohol, drugs, sexual assault, relationship violence, stalking, and general safety on the USU campuses.

Your safety is a priority, and USUDPS is committed to providing excellence in public safety while promoting an inclusive campus environment. We encourage you to read this report, and we welcome your concerns, suggestions, and ideas on working together to make all our campuses the safest place to learn, work, and live.

Sincerely,

**Jason Brei, Chief of Police**  
Utah State University Police Department

**Ellis Bruch, Executive Director**  
Utah State University Department of Public Safety

# INTRODUCTION

**UTAH STATE UNIVERSITY'S ANNUAL SECURITY AND FIRE SAFETY REPORT** is provided to students, faculty, staff, and the public as part of Utah State University's commitment to safety and security on campus. This report acts as USU's Campus Safety Plan (see Utah Code Section 53B-28-401) and complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). This report covers all of USU's statewide campuses and is designed to educate all campus community members, prospective students, and the public about the policies, procedures, and programs that exist to aid in protecting the safety and wellbeing of campus constituents and visitors to USU. This report contains information current as of Oct. 1, 2023.

## THE CLERY ACT

**THE CLERY ACT IS NAMED FOR JEANNE CLERY**, a 19-year-old Lehigh University student who was raped and killed in her dorm room in 1986. The law was originally enacted in 1990 and requires all postsecondary educational institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. Specifically, these institutions subject to the law must do the following:

- Collect, report, and disseminate crime data in a daily crime log.
- Develop policies, policy statements, and procedures regarding campus safety.
- Prepare and distribute an annual security and fire safety report.
- Issue timely warnings and emergency notifications to the campus community.
- Submit crime statistics to the U.S. Department of Education.

The Clery Act was amended by the Violence Against Women Reauthorization Act of 2013 (VAWA) to address incidents of sexual assault, dating violence, domestic violence, and stalking. VAWA requires certain policies and procedures to be in place to reduce these crimes and meet the needs of victims, and this information is also included in this report.

## PREPARING THE ANNUAL SECURITY REPORT

The report is prepared by the USU Clery Compliance Committee, which includes representatives from USU's Police Department (USUPD), Public Safety, Legal Affairs, the Office of Equity (Title IX), and University Marketing and Communications. Information is gathered from a variety of sources, including USUPD, Residence Life, Office of Student Conduct, the Office of Equity, and local law enforcement agencies that have jurisdiction over non-campus properties or jurisdiction over all Clery geography (please see pages 10-13). USU's executive director of Public Safety, or appointed designee, will fill the role of Clery Compliance Officer, who will serve on the Compliance Committee and collect crime statistics, disciplinary referrals, and other information required by the Clery Act for the three most recent calendar years. The Clery Compliance Officer carefully analyzes all crimes reported, and all crimes subject to the Clery Act are accurately reported and published on an annual basis in the ASR. The Compliance Committee helps gather the appropriate information, ensures that USU's campus safety plan is accurate and addressing current trends, and recommends to the executive director of Public Safety and/or appointed designees solutions for USU's campus safety. For additional information or to submit changes and corrections, please contact Jason Brei, Chief of USU Police, at (435) 797-1939 | [jason.brei@usu.edu](mailto:jason.brei@usu.edu).

### 1. Daily Crime Log

USUPD keeps a daily crime log in accordance with the Clery Act for its statewide campuses. The daily crime log includes the date, time, general location, nature of the incident, and the status (arrest, active, inactive). Entries do not include personally identifying information or specific enough information that could reveal a victim's name.

**USU Logan and Statewide Campuses daily crime log:** [usu.edu/dps/police/daily-crime-log](https://usu.edu/dps/police/daily-crime-log)

**USU Eastern (Price) daily crime log:** [eastern.usu.edu/campus-safety/calls-for-service](https://eastern.usu.edu/campus-safety/calls-for-service)

### 2. Collection of Statistics from Local Law Enforcement Agencies

Prior to the preparation of the ASR, the Clery Compliance Officer or Executive Director of Public Safety will undertake a good faith effort to collect crime statistics from any law enforcement agency having jurisdiction over any property subject to reporting under the Clery Act (Clery geography). This includes any criminal activity on public property adjacent to USU or at non-campus locations owned by student organizations officially recognized by USU, including fraternities and sororities. USUPD also uses the same software to track crime reports as other local police departments near the Logan campus to facilitate coordination and collaboration, as well as collect crime information. Reports made in this system that include known USU students or fraternity or sorority housing are flagged for USUPD.

### 3. Distribution of the Annual Security Report (ASR)

The Clery Compliance Officer shall distribute the ASR annually in accordance with the requirements of the Clery Act. The ASR is published on USU's website, and appropriate notice is provided to current, incoming, and prospective students and employees.

# CAMPUS LAW ENFORCEMENT AUTHORITY

**UTAH STATE UNIVERSITY HAS A DEPARTMENT OF PUBLIC SAFETY** that includes, but is not limited to, an executive director, USUPD, USU Eastern Police Department (USUEPD), a fire marshal, deputy fire marshals, the director of USU Emergency Management, emergency management coordinators, and others. While Public Safety works with other statewide campuses on safety concerns, only the campuses in Logan and Price have law enforcement agencies provided by USU Public Safety.

All police officers receive ongoing training under regulatory guidelines established by the Utah Department of Public Safety. This training includes such areas as crime prevention, domestic violence, active shooter, criminal investigation, first aid, firearms, defensive tactics, crowd control, traffic accident investigation, and constitutional and statutory law, etc. The primary objective of USU Public Safety is to provide a campus environment where students, faculty, and staff feel safe to pursue the academic mission of USU without the fear of crime.

## LOGAN CAMPUS

**USUPD HAS JURISDICTION OVER AND INVESTIGATES ALL LAW ENFORCEMENT RELATED ISSUES** occurring on the Logan campus. USUPD has 15 full-time and six part-time police officers with full officer status, including the authority to enforce criminal statutes and make arrests (see Utah Code Section 53B-3-105). USUPD also has a security supervisor and part-time student security officers that help keep the campus safe; they do not have the ability to make arrests. Additionally, USUPD has dispatchers who take emergency and safety calls on campus, a fingerprint technologist, and an administrative assistant who aid in responding to law enforcement related issues and needs.

Crimes in progress, suspicious circumstances, medical emergencies, and other campus emergencies should be immediately reported to USUPD. A university officer will respond to investigate and will initiate an incident report. In the event of an emergency, you should dial 911 to report the incident. If you are on a campus phone, your call will be received by USUPD. If you are on a cell phone, your call will be received by the Logan City Emergency Dispatch Center, which will forward information you provide to USUPD for response. USUPD takes the following steps to ensure campus safety on the Logan campus:

- 24-hour/7 days/week dispatch center.
- 24-hour patrol of campus.
- A USU police officer provides safety patrols, responds to all reports of crime or suspicious activity, and conducts follow-up investigations on all leads.
- The Logan City Fire Department and USUPD respond to reports of fire and medical emergencies on campus.

You can contact USUPD for the Logan campus at the following:

**Address:** 1250 N. 800 E., Logan, Utah

**Emergency:** 911

**Dispatch Non-Emergency:** (435) 797-1939

**Report a tip through the Aggie Safe App:** [usu.edu/dps/safeapp](https://usu.edu/dps/safeapp)

## USU EASTERN (PRICE) CAMPUS

**USUEPD HAS JURISDICTION OVER AND INVESTIGATES** all law enforcement related issues occurring on the USU Eastern campus in Price, Utah. USUEPD has two full-time and six part-time police officers with full officer status, including the authority to enforce criminal statutes and make arrests (see Utah Code Section 53B-3-105).

Crimes in progress, suspicious circumstances, medical emergencies, and other campus emergencies should be immediately reported to USUEPD. A university officer will respond to investigate and will initiate an incident report. When dialing 911, campus phones and cell phones connect directly with Price Public Safety Dispatch. Dispatchers then forward the call to USUEPD.

You can contact USUEPD for the Price campus at the following:

**Address:** 530 N. 300 E., Price, Utah

**Emergency:** 911

**Dispatch Non-Emergency:** (435) 637-0890

**Report a tip through the Aggie Safe mobile app:** [usu.edu/dps/safeapp](https://usu.edu/dps/safeapp)

# CRIME ALERTS FOR USU CAMPUSES

IN THE EVENT OF AN ONGOING SAFETY CONCERN, USU will send an Aggie Alert text and email to the campus community. Please see the Emergency Response section on page 19.

## REPORTING CRIMES AND OTHER EMERGENCIES

### 1. Reporting Crimes and Emergencies

Students and others who become aware of criminal actions or other emergencies on campus should report these activities for assistance, to prevent crime, to help the university make timely warning reports, to improve safety, and for purposes of including the activities in the ASR. Reports may be in any form desired, including via phone, in writing, or in person. The university encourages accurate and prompt reporting of all crimes to USUPD and other appropriate police agencies. Reports of crimes should be made by phone, in person, or online using the contact information for the campuses above. Individuals on the Logan campus may use any of the 28 blue emergency phones located in parking lots and public areas.

USUPD and USUEPD respond to reports in accordance with law enforcement protocol and may make informational and/or disciplinary referrals to other university offices when appropriate.

Criminal actions and other prohibited conduct may also be reported to the following USU offices:

- Office of Student Conduct in the Division of Student Affairs.
- Department of Human Resources.
- USU Residence Life on the Logan campus.
- An employee designated as a Campus Security Authority (CSA).
- The Office of Equity, which has Title IX oversight.

Reports made to these persons or offices and not made to USUPD may be included in the crime statistics section in the ASR but may not necessarily be investigated by the police. Although USU strongly encourages all members of the campus community to report crimes to law enforcement, it is ultimately the victim's choice whether or not to make such a report, and the victim has the right to decline involvement with the police or other campus officials, subject to the reporting requirements in section 4.1.2 of USU Policy 533. University employees at the offices listed above will assist any victim with notifying the police, if the victim so desires.

Anyone concerned about the well-being of a student may also inform the university, which may forward reports of distressed or disruptive students to the Behavioral Intervention Team (BIT Team). This team includes representatives from the Office of Student Conduct, Counseling and Psychological Resources, Residence Life, and USUPD.

### 2. Campus Security Authority's Responsibility to Report

Pursuant to the Clery Act, any faculty or staff who have a significant responsibility for student and campus activities are designated at USU as a Campus Security Authority (CSA). See USU Policy 533 for a complete list of CSAs. The following is a list of some, but not all, CSAs for the university:

- A member of the campus police or security department.
- Reporting for campus security, but not as a campus police officer.
- An individual designated by the institution as someone to whom crimes should be reported.
- Someone with significant responsibility for student and campus activities.

Any CSA who becomes aware of an alleged or actual Clery crime that occurred within Clery geography is required to report all information known about the crime to USUPD. CSA reports can be made at [usu.edu/dps/about/clery](https://usu.edu/dps/about/clery).

### 3. Reporting Crimes on a Voluntary, Confidential Basis

To the extent possible, USU wants to support individuals who have been the victim of or witnessed a crime. In particular, the university encourages those who have been the victim of sexual violence or dating/domestic violence to talk to someone about what happened in order to get needed support. However, certain policies and laws prevent the university from guaranteeing complete confidentiality, as more fully described below. See USU Policy 533, section 4.1.3.



- a. Under USU Policy 340, unless specifically exempted, all employees are Reporting Employees and are required to report information to the Office of Equity regarding sexual misconduct, which includes reports of sexual assault, dating violence, domestic violence, stalking, etc.
- b. All employees who are CSAs, as defined herein, must report criminal activities in accordance with this policy and the Clery Act.
- c. University Police, the Office of Equity, and other university authorities must comply with applicable law in determining whether certain crimes must be investigated or disclosed further to others. The university may be required to disclose information beyond the university under federal law, state law, or court order.
- d. Disclosure of information is always limited to those who need to know in order to keep the campus community safe and to comply with applicable law.
- e. Individuals who witness or are the victim of a crime, but who are concerned about identifying information being shared with others, should make those concerns known prior to reporting to a university employee. Employees responsible for reporting such information should alert individuals of their reporting responsibilities as soon as possible. If the employee is required to make a report to other university officials, such employees should communicate the desires of the witness or victim regarding confidentiality.
- f. Even if confidentiality or no action on a report of crime is requested, the occurrence of the crime (but not identifying information) will be included in the university's ASR, and the information available will be evaluated to determine if there is a pattern of crime with regard to a particular location, method, or suspect. In appropriate circumstances, USU Public Safety will alert the campus community of the occurrence of the crime (but not identifying information) pursuant to section 4.7 of USU Policy 533.
- g. Individuals may file an anonymous report of a crime. However, such anonymous reports are not considered notice by the university and may limit the ability of the police or others to provide specific assistance, or to investigate or solve a crime. Students may make an online anonymous report at [usu.edu/equity/report](https://usu.edu/equity/report). These crimes will be reported in the university's ASR in accordance with the Clery Act.
- h. Professional and pastoral counselors are not required to report crimes disclosed to them for inclusion in the annual disclosure of crime statistics. However, professional and pastoral counselors are encouraged, if and when they deem it appropriate, to inform the persons they are counseling of how to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

#### 4. Preservation of Evidence

It is important to preserve evidence that may assist in proving the alleged criminal offense occurred or for obtaining a protection order. As time passes, evidence may dissipate or become lost or unavailable, making investigations, possible prosecutions, disciplinary proceedings, or obtaining orders for protection from abuse related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, they nevertheless should consider speaking with USUPD or other law enforcement to preserve evidence in the event they change their mind at a later date (USU Policy 533, section 4.1.4).

#### 5. False Accusations

Individuals who intentionally and knowingly make false accusations of criminal activity or provide false information to university officials in connection with an accusation and/or investigation of criminal activity are subject to discipline under university policy as well as criminal and/or civil penalties under applicable law (USU Policy 533, section 4.1.5).

## LOCAL LAW ENFORCEMENT AGENCIES

### LOGAN

USUPD HAS A CLOSE WORKING RELATIONSHIP with the Logan City Police Department (LCPD), Cache County Sheriff's Office (CCSO), North Park Police Department (NPPD), Smithfield City Police Department (SCPD), and other law enforcement agencies throughout the State of Utah. Personnel from USUPD attend monthly meetings with other law enforcement agencies in the Cache Valley to exchange ideas and discuss problems that may be of concern to the university community. Because the USUPD has full police authority by state statute, there is no memorandum of understanding with local police departments regarding the investigation of alleged criminal offenses on university property. USU does have agreements with local police departments regarding mutual aid and interlocal cooperation.

#### LOGAN CITY POLICE DEPARTMENT

Students may report crimes that occur off campus to LCPD, whose jurisdiction includes all off-campus student housing facilities within the Logan city limits. Specifically, housing facilities of fraternities and sororities are not university property. LCPD provides law enforcement services for these locations and provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

LCPD can be contacted at:

**Address:** 62 W. 300 N., Logan  
**Emergency:** 911  
**Non-Emergency Dispatch:** (435) 716-9300

## NORTH PARK POLICE DEPARTMENT

Students who live in North Logan or Hyde Park may report crimes to the NPPD, whose jurisdiction includes all off-campus housing within the North Logan and Hyde Park city limits. NPPD provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

NPPD can be contacted at:

**Address:** 575 E. 2500 N., North Logan  
**Emergency:** 911  
**Non-Emergency Dispatch:** (435) 753-7600

## SMITHFIELD CITY POLICE DEPARTMENT

Students living within the Smithfield city limits can report crimes to the SCPD. SCPD provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

SCPD can be contacted at:

**Address:** 55 E. 100 S., Smithfield  
**Emergency:** 911  
**Non-Emergency Dispatch:** (435) 563-8501

## CACHE COUNTY SHERIFF'S OFFICE

Students living in other cities and unincorporated areas of Cache County can report crimes to CCSO. CCSO also generally responds to reports of crime on property owned by USU that is situated in the more remote areas of Cache County, including the USU Equestrian Center. CCSO provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

CCSO can be contacted at:

**Address:** 1225 West Valley View (200 N.), Logan  
**Emergency:** 911  
**Non-Emergency Dispatch:** (435) 755-1000

## USU EASTERN (PRICE) CAMPUS

USUEPD HAS A CLOSE WORKING RELATIONSHIP with the Price City Police Department (PCPD), the Carbon County Sheriff's Office (Carbon CSO), the Helper City Police Department (HCPD), the Wellington City Police Department (WCPD), East Carbon City Police Department (ECCPD), and other law enforcement agencies throughout the state of Utah. USUEPD personnel meet with local law enforcement agencies to exchange ideas and discuss problems that may be of concern to the university community. Because USUEPD has full police authority by state statute, there is no memorandum of understanding with local police departments regarding the investigation of alleged criminal offenses on university property. USU does have agreements with local police for mutual aid and interlocal cooperation.

The following is a list of local police departments and their jurisdictions. Housing facilities of non-campus student organizations are not university property, and students should call the police department that has jurisdiction for that location.

## PRICE CITY POLICE DEPARTMENT

Students may report crimes that occur off campus to the PCPD, whose jurisdiction includes all off-campus student housing facilities within the Price city limits. PCPD provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

PCPD can be contacted at:

**Address:** 910 N. 700 E., Price

**Emergency:** 911

**Non-Emergency Dispatch:** (435) 637-0890

## CARBON COUNTY SHERIFF'S OFFICE

Students living in the county and unincorporated areas of the county, including housing facilities of on-campus student organizations, may report crimes that occur off campus to the Carbon CSO. Carbon CSO provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

Carbon CSO can be contacted at:

**Address:** 240 W. Main St., Price

**Emergency:** 911

**Non-Emergency Dispatch:** (435) 637-0890

## HELPER CITY POLICE DEPARTMENT

Students living in Helper may report crimes that occur off campus to the HCPD, whose jurisdiction includes all off-campus student housing facilities within the Helper city limits. HCPD provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

HCPD can be contacted at:

**Address:** 97 S. Main St., Helper

**Emergency:** 911

**Non-Emergency Dispatch:** (435) 637-0890

## WELLINGTON CITY POLICE DEPARTMENT

Students may report crimes that occur off campus to the WCPD, whose jurisdiction includes all off-campus student housing facilities within the Wellington city limits. WCPD provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

WCPD can be contacted at:

**Address:** 150 W. Main Street, Wellington

**Emergency:** 911

**Non-Emergency Dispatch:** (435) 637-0890

## EAST CARBON POLICE DEPARTMENT

Students may report crimes that occur off campus to the ECPD, whose jurisdiction includes all off-campus student housing facilities within the East Carbon, Sunnyside, and Columbia city limits. ECPD provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

ECPD can be contacted at:

**Address:** 101 W. Geneva Drive, East Carbon

**Emergency:** 911

**Non-Emergency Dispatch:** (435) 637-0890

## USU BLANDING

USU PUBLIC SAFETY does not maintain a presence on the USU Blanding campus, but security officers reporting to the USU Blanding administration provide security during evening hours. All crimes that occur on the Blanding campus should be reported to local law enforcement.

### BLANDING CITY POLICE DEPARTMENT

Students may report crimes to the BCPD, whose jurisdiction includes all on- and off-campus student housing facilities within the Blanding city limits. BCPD provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

BCPD can be contacted at:

**Address:** 167 E. 500 N., Blanding

**Emergency:** 911

**Non-Emergency Dispatch:** (435) 678-2334

### SAN JUAN COUNTY SHERIFF'S OFFICE

Students may report crimes that occur to the SJCSO, whose jurisdiction includes all off-campus student housing facilities outside Blanding city limits and within San Juan County. SJCSO provides USUPD with statistics of crimes covered under the Clery Act included in this report that occur within Clery geography.

SJCSO can be contacted at:

**Address:** 297 S. Main St., Monticello

**Emergency:** 911

**Non-Emergency Dispatch:** (435) 587-2237

## STATEWIDE CAMPUSES

TO REPORT CRIMES ON OR NEAR ALL OTHER USU STATEWIDE CAMPUSES, please contact the local law enforcement agency with jurisdiction for the area where the crime occurred.

The Salt Lake campus has an agreement with the Unified Police Department to provide security on campus during evening hours.

# CRIME AWARENESS AND PREVENTION PROGRAMS

USUPD AND USUEPD offer several crime prevention programs to educate campus groups about ways to protect themselves and their property and encourage the immediate reporting of all crimes or suspicious incidents. These programs are provided upon request to campus groups and on a scheduled basis to staff in Residence Life before the beginning of each academic year. Programs include:

- Alcohol awareness: effects, impairment, laws, and USU's rules.
- Theft: identify and document belongings, how to secure belongings.
- Workplace violence/active shooter: warning signs, what to do, how to protect yourself.
- Crime prevention: overall crime prevention practices and tips.
- Bicycle safety: rules of the road, helmets, right-of-way to pedestrians.

Security or police officers provide a 24-hour walking escort to students and employees to and from campus destinations on both the Logan and USU Eastern (Price) campuses. Students can call the non-emergency dispatch number for the appropriate campus to schedule a safety escort.

Additionally, information about crime prevention and reporting to police is included in online orientation for new students at all statewide campuses. Prevention programs provided by other campus partners and targeting sexual violence are described later in this document.



IN 2022, THE USUPD CONDUCTED 82 OUTREACH EVENTS AND TRAININGS for a total attendance of 12,491. Most programs are offered toward the beginning of the semesters.

- USUPD offers Rape Aggression Defense every semester as a 1-credit class through the Department of Kinesiology and Health Science. RAD is also offered by request, as well as other seminars and workshops about rape risk reduction and awareness, self-defense technique, and general self-protection awareness.
- At the beginning of each academic year, the university student newspaper, the Utah Statesman, publishes a full-page ad about USUPD services.
- Information about risk reduction, USUPD services, and how to report are provided through the student handbook, the new student parent handbook, new student online orientation, and on-campus student orientation.
- USUPD provides multiple workshops during the first-year student success class, Connections, taken by the majority of new students on the Logan campus each fall semester. USUPD also participates in the International Student Orientation program during fall, spring, and summer semesters.
- USU Public Safety offers the Aggie Safe mobile security app to improve security on USU campuses. The app includes safety tools that allow anyone on Logan or USU Eastern campuses to request a Public Safety escort. Additionally, the Aggie Safe app helps anyone find campus resources quickly for those in crisis, reporting options, support resources, campus maps, and other safety tools.

## IMPROVING CAMPUS SAFETY

**WORKING WITH CAMPUS PARTNERS,** USU Public Safety and the Office of Equity accomplished the following over the past 18 months:

- Established an e-bike patrol to provide more visibility in the interior of campus and engage more with students.
- Utilized a confidential SAAVI advocate in USUPD to help with any calls involving trauma, including sexual violence.
- Hired a full-time civilian Clery compliance officer to manage federal reporting and data collection from all campuses and learning centers in the USU system.
- USU continues to work with the U.S. Department of Justice after signing a resolution on Feb. 12, 2020 ([usu.edu/sexual-respect/resolution](https://usu.edu/sexual-respect/resolution)).
- Completed all trauma-informed training recommended in the U.S. Department of Justice resolution.
- Adopted an affirmative definition for sexual consent and updated sexual misconduct policies and procedures in February 2023.
- Partnered with local domestic violence shelter CAPSA to host the second annual Northern Utah Conference to End Violence, which encourages community collaboration on sexual assault and relationship violence issues.
- The Office of Equity created several new support positions, including adding a sexual violence prevention specialist at the USU Blanding campus.
- Conducted USU's biannual sexual misconduct surveys for students and employees in spring 2023.
- Utilized current blue emergency phones to install cameras and to connect the speaker system to the USUPD call center for campus broadcasts in the event of an emergency. Conducted a test of this system in the spring of 2022.
- Created and implemented a lockdown process from dispatch to control locks on doors wherever USU has access control. Tested this system in fall 2022 and spring 2023.
- Formed a community policing/housing unit that will allow officers to foster lasting and positive relationships with students living on campus as well as assist in crime prevention programs and response.

Over the course of the next 24 months, USU is planning the following to improve campus safety:

- Create marketing campaigns about crime prevention and when to call 911.
- Create and implement safety trainings for students and employees.
- Link to existing cameras at USU Housing and the Space Dynamics Laboratory.
- Pass and implement a final sexual misconduct policy and grievance procedures.
- Increase educational opportunities and training programs for members of Public Safety that are relevant and contemporary to the populations we serve.
- Develop and implement a student education program in conjunction with the Utah State University Student Association.
- Begin the application and accreditation process with IACLEA.
- Develop a campus-oriented policing program within the Department of Public Safety.
- Develop and implement a new Resident Life training program from the Department of Public Safety.
- Complete a search for an all-encompassing campus alerting system to incorporate Aggie Alerts, rapid campus response, indoor and outdoor loudspeaker system, and Aggie Blue Phones.

- Reorganize the Department of Public Safety in an effort to substantially increase positive community engagement and responsiveness with students, faculty, and staff.
- Work with SAAVI on developing and implementing a call-out process for after hours and weekends.

*This information is provided in accordance with Utah System of Higher Education Rule 262.*

## TIMELY WARNING NOTIFICATION PROCESS

**IN THE EVENT THAT** 1) a Clery act crime is reported to a CSA, USUPD, OR USUEPD; 2) it occurred within Clery geography; and 3) it poses a serious or continuing threat to students or employees, USU will issue a timely warning notice to the applicable campus or campus location. Timely warnings may be sent for criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, hate crimes, dating violence, domestic violence, or stalking, as well as other crimes if they present a serious or continuing threat to the campus community.

Timely warnings are sent through the Aggie Alert system and may be sent by text and/or email, and for the Logan campus, by push notification to the Aggie Safe app, on the USU homepage, and via the USU main Twitter account. Additional information about campus alerts can be found in USU Policy 533, section 4.7.

The executive director of Public Safety (or a designee), in consultation with University Marketing and Communications and Legal Affairs, will determine if a timely warning should be sent, along with the content and target audience for the warning. Decisions are made on a case-by-case basis. Timely warnings exclude information that would reveal personal identifying information of the victim or information that may jeopardize an investigation. USU will work to send a timely warning as soon as possible, and sometimes this may be before all the facts surrounding a criminal incident have been collected or verified. Learn more at [usu.edu/dps/about/clery](https://usu.edu/dps/about/clery).

Anyone with information for any statewide campus warranting a timely warning notice should report the circumstances to USU Public Safety by calling (435) 797-1939.

## MISSING PERSON PROCESS

**THE CLERY ACT** requires institutions that maintain on-campus housing facilities to establish a missing student notification policy and related procedures. The term “missing student” refers to any USU student residing in on-campus student housing who is reported missing from a residence.

USU maintains on-campus student housing on three campuses: Logan, USU Eastern (Price), and USU Blanding. Every student who resides in on-campus housing may confidentially register one or more individuals to be a contact strictly for missing person purposes. Students provide this information in their housing application and are again asked during room check-in. The contact person can be anyone. Only authorized campus officials and law enforcement officers involved in a missing person investigation may have access to this information. This information will not be disclosed outside of a missing person investigation. Even if a resident does not register a contact person, law enforcement will be notified if the resident is reported missing.

When a student has been missing for 24 hours, students, employees, and other individuals must report this to USUPD at (435) 797-1939. Any person to whom a missing student report is made should immediately refer the matter to USUPD, who will generate a missing person report and initiate an investigation or refer the report to the appropriate local authority. If someone believes that a student living in off-campus housing is missing, they should notify the local law enforcement agency with jurisdiction in that area (USU Policy 533, section 4.8).

The USUPD will immediately initiate an investigation of a missing person report. Should the investigation result in the conclusion that the student is missing, and has been missing for 24 hours, the student’s missing person contact shall be notified within 24 hours of the determination. If the missing student is under the age of 18, and not an emancipated individual, the student’s parent or legal guardian will be notified within 24 hours of a determination that the student is missing. In addition, notification will be made to any other contact person(s) designated by the student.

# ALCOHOL AND DRUG POLICIES

**USU HAS A STRONG COMMITMENT TO THE WELL-BEING OF ITS FACULTY, STAFF, AND STUDENTS.** USU policy supports an alcohol-free and drug-free environment. Possession, use, and sale of alcoholic beverages by students and employees are addressed in USU Student Code V-3.B 1-4 and USU Policy 313. These policies specifically prohibit the possession, use, or sale of alcoholic beverages or drugs on USU property, including inside athletic events. Utah law prohibits the consumption of alcohol inside any public arena or stadium. Anyone found in violation of these regulations is subject to being ejected from the facility and/or arrested. Students and employees found to violate USU policy will face sanctions varying from warning to expulsion/dismissal, depending on the circumstances.

## LEGAL SANCTIONS

**UTAH LAW PROHIBITS THE PURCHASE, POSSESSION, OR CONSUMPTION OF ALCOHOL BY A MINOR** (anyone under the age of 21). It is unlawful for anyone to provide alcohol to a minor. USUPD and other local law enforcement agencies enforce state underage drinking laws.

The following enforcement options are used:

- Warning.
- Referral to Student Conduct.
- Referral to Housing and Residence Life.
- Citation (also referred to Student Conduct).
- Physical arrest (also referred to Student Conduct).

Utah and federal law prohibit possessing, using, or selling hallucinatory, narcotic, or other controlled substances. USUPD works closely with the Cache/Rich Drug Task Force, a local law enforcement task force, to enforce state and federal laws regarding these substances. Violation of the law could lead to serious legal penalties, from 5 years to life in prison.

## HEALTH RISKS

**THE USE OF ANY ILLICIT DRUG OR ABUSE OF ALCOHOL IS POTENTIALLY HAZARDOUS**, and faculty, staff, and students should evaluate the health risks associated with the use of illicit drugs or abuse of alcohol. Synthetically produced drugs may contain impurities, and the true amounts of ingredients are rarely known. For this reason, the effects of an illicit drug may be significantly different with each use. Some of the major health risks of alcohol abuse and illicit drug use include lasting detrimental effects on the brain, aggressive behavior and sexual assault, suicide, death, psychosis, hallucinations, altered perceptions of time and distance, insomnia, paranoia, fatigue, relaxed inhibitions, as well as others.

## DRUG AND ALCOHOL PROGRAMS

**THE USUPD PROVIDES SEMINARS BY REQUEST** about driving under the influence to educate the university community on the effects of alcohol and drugs in the human body as it relates to driving.

USU's Division of Student Affairs offers students on the Logan campus several programs, including:

- Annual new student orientation education about university policies and the legal and health consequences of substance abuse.
- Campus referral system to provide assessment, education and/or referral for treatment.
- Up to 10-hour alcohol/drug education class.
- Annual alcohol and drug awareness week.
- AlcoholEdu—an online educational program offered to all new undergraduate students.
- Educational workshops and/or presentations on alcohol or other drug-related issues upon request.
- Life Skills Center to teach life skills that prevent substance abuse through enhancing one's ability to function personally, socially, emotionally, educationally, and economically.

USU Eastern Residence Life offers the following through wellness programming:

- An annual student orientation dealing with policies and the legal and health consequences of substance abuse.
- A campus referral system provides assessment, education and/or referral for treatment.
- An alcohol/drug education class.
- An annual alcohol and drug awareness week.
- Educational workshops and/or presentations on alcohol or other drug-related issues upon request.



Though counseling is available for both employees and students, USU does not offer addiction-related services. Local health departments and other organizations throughout the state of Utah provide addiction treatment and counseling. Resources for all areas of Utah can be found by visiting the Utah Department of Human Services: Substance Abuse and Mental Health.

# SECURITY OF AND ACCESS TO USU FACILITIES

**USU'S BUILDING ACCESS CONTROL POLICY** has the goal to provide a reasonable level of security for the university and, at the same time, allow as much freedom of building access as possible to the campus community (USU Policy 520).

USU Public Safety is responsible for securing buildings on both the Logan and USU Eastern (Price) campuses, including more than 60 buildings on the Logan campus. Each building has a scheduled time to be secured. In Logan, part-time, unarmed student security officers secure buildings. Security officers begin locking buildings at 6:30 p.m. each day. The last buildings are scheduled to be secured by 12:30 a.m. Lockup times for some buildings may vary depending on class schedules and other reservations. Several buildings are equipped with automated electronic locking and unlocking devices that operate according to a prescribed schedule. This is controlled through University Access Control and USUPD dispatch.

Graduate students who have been issued keys to a building are allowed to remain in the building after hours.

USU has established a well-defined access control policy. Only select administrators are authorized to approve the issuance of keys to individuals within their assigned areas. The executive director of Public Safety, or designee, must approve all master key requests. Periodic surveys and audits of campus departments are conducted to determine the status of keys issued to department personnel. It is against USU policy for individuals to duplicate any USU key.

USUPD provides a service to individuals who need access to an area after hours. Individuals may be allowed into an area when prior written approval has been given by an appropriate dean, vice president, department head, or instructor. In cases where written approval has not been received, a student may gain access if the reporting dean, vice president, or department head calls USUPD and gives verbal approval. Under special circumstances, an officer may escort an individual into an area to retrieve his or her personal property.

USU manages building access according to the building type and purpose and considers security in construction and maintenance of campus facilities. Residence halls are locked 24 hours per day, except for some common areas. Access to the residence halls is restricted to residents, their guests, and other approved members of the campus community (USU Policy 533, section 4.3). Persons not authorized to be in a residence hall are subject to arrest for trespassing. All Housing maintenance personnel wear name badges identifying them as staff. Maintenance personnel only enter rooms or apartments to respond to work orders for needed repairs requested by the residents or for identified emergencies.

Academic buildings and buildings with ancillary services (e.g., USU Bookstore, Parking, Aggie Print) are open to the public during business hours. While these are public areas, Utah law gives USU the right to remove individuals from campus who violate the law, rules, and regulations of the university, or who disrupt the peaceful conduct of the institution.

All USU students and employees are issued USU identification cards and are encouraged to carry the cards while on campus.

# SECURITY CONSIDERATIONS RELATED TO MAINTENANCE PROGRAMS

**USU FACILITIES HAS A REGULAR PREVENTIVE MAINTENANCE PROGRAM** for the outside lighting system on all campuses. Periodic light surveys are completed, and lights that are out or in need of repair are taken care of in a timely manner. In addition, as USUPD and USUEPD officers make their regular rounds and find lights out or other problems that need attention, they complete a work order to have the necessary repairs made.

Access points to buildings are well maintained. When a broken lock, door, or window is found, on-call locksmiths and other USU Facilities workers are available 24 hours a day to make repairs to maintain the security of our buildings. Each spring, trees and shrubbery around campus are trimmed to keep pathways throughout the campus as safe as possible.

# EMERGENCY RESPONSE

**WHEN A SERIOUS INCIDENT OCCURS** that causes an immediate threat to the campus, law enforcement and emergency medical services will be summoned. First responders, the first responders' on-duty supervisor, and/or university communications are responsible for carrying out the university's emergency operation plan.

The first responders to emergencies on the Logan and USU Eastern (Price) campus are typically USU Public Safety, local law enforcement, and the local fire department. These agencies work together to manage an incident, pursuant to emergency management and interlocal cooperation agreements. Though USU Public Safety is not a first responder to emergencies on other statewide campuses, the department will be involved in supporting local responders as needed. Depending on the nature of the incident, other USU departments and other local or federal agencies could also be involved in responding to and managing the incident.

Resources that may be called upon include:

- USU Environmental Health and Safety.
- USU Facilities.
- USU Risk Management.

USU's emergency operations plan includes information about the university's response to any natural or man-made disaster or hazard that affects campus and poses an actual or potential threat to public health and safety, as well as the response to a regional or national crisis that affects the university. The USU Department of Public Safety has the responsibility of responding to and summoning the necessary resources to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation.

## EMERGENCY CONFIRMATION PROCESS

**IN THE EVENT OF A SIGNIFICANT EMERGENCY OR DANGEROUS SITUATION ON CAMPUS** involving an immediate threat to the health or safety of students or employees, those with immediate information regarding the event (first responders) will contact the executive director of USU Public Safety or designee, who will confirm the existence of the emergency situation. If needed, the executive director will consult with campus partners, including Environmental Health and Safety or Facilities (USU policy 533, section 4.6).

## EMERGENCY NOTIFICATIONS

**UPON CONFIRMATION OF A SIGNIFICANT EMERGENCY OR DANGEROUS SITUATION** involving an immediate threat to the health or safety of students or employees occurring on campus, the university will utilize multiple avenues for alerting the campus community. These may include Aggie Alert texts and emails; push notifications through Aggie Safe, USU's mobile safety app; USU's main social media accounts (primarily Facebook and Twitter); posting alerts on the USU homepage ([usu.edu](http://usu.edu)); contacting media; electronic bulletin boards on campus; posting flyers on bulletin boards in areas affected; reverse broadcast through campus emergency phones; the Cache County Emergency Notification System (CodeRed); PA systems in USU Police vehicles; and through local radio stations and the media (USU Policy 533, section 4.6.2).

The University Emergency Team, without delay, and taking into account the safety of the community, will determine the content of the notification and initiate the campus alert systems, unless issuing such a notification will, in the professional judgment of reporting authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The emergency team will consider technology and communications tools available at the time and will select those that would deliver a message to the campus community in the quickest way possible. This may depend on the scope of the emergency and if it affects power, internet connection, etc. Likewise, the team will target the notification to those who are affected or threatened by the emergency. Learn more at [usu.edu/dps/about/clery](http://usu.edu/dps/about/clery).

## DISSEMINATING INFORMATION TO THE LARGER COMMUNITY

The university may disseminate emergency information to the larger community in a variety of ways. Some non-university organizations located in close proximity to the university may receive notifications sent via Aggie Alerts. Additionally, information received by USU Public Safety may be shared with local emergency managers, dispatchers, and authorities. University Marketing and Communications may disseminate information to various news media outlets. Information affecting the larger community may then be distributed via Wireless Emergency Alerts and through local emergency alerting systems (USU Policy 533, section 4.6.3).

## FOLLOW-UP MESSAGES/NOTIFICATIONS

Follow-up messages/notifications will be disseminated in the same manner the original message/notification was administered. Follow-up notifications will take place during the emergency and when the emergency is terminated (USU Policy 533, section 4.6.4).

## EMERGENCY PROCEDURES

**EMERGENCY RESPONSE AND EVACUATION PROCEDURES** for the Logan campus are published in the Public Safety procedures contained in the Public Safety building. Each statewide campus maintains its own evacuation procedures.

## TESTING EMERGENCY RESPONSE AND EVACUATION PROCEDURES

On at least an annual basis, the university tests the emergency response and evacuation procedures. The university publicizes its emergency response and evacuation procedures in conjunction with this test and documents, for each test, a description of the exercise, the date and time of the exercise, and whether the exercise was announced or unannounced. The documentation is published in the ASR. Individual departments also exercise their emergency response plans annually, outside of university tests.

## SHELTER IN PLACE

Shelter in place is a precaution aimed to keep you safe while remaining indoors. It refers to taking refuge in an area of safety within a building such as a small, interior room with no or few windows. It does not mean sealing off your entire residence or building. If USU instructs you to shelter in place, follow these instructions:

- Stop classes, work, or close business operations.
- Share the notification with others in the building if possible, but do not leave the area where you were instructed to shelter in place.
- Close all windows, exterior doors, and any other openings to the outside.
- Select interior room(s) above the ground floor with the fewest windows or vents.
- Gather essential disaster supplies if possible.
- Under certain circumstances (criminal activity), it may be necessary to lock the door to the area where you are located.
- Monitor Aggie Alerts and [emergency.usu.edu](https://emergency.usu.edu) for follow-up instructions. In some events, further information may be delivered through local radio, television, or other emergency alerting systems. University and local officials are the best source of information for your particular situation. Be cautious of rumors passed through social media.

## LOCKDOWN

Lockdown is appropriate for threats posed from outside or inside the building. These threats could include a violent person attempting to enter the building, a perpetrator already inside, or nearby criminal or terrorist activity. If you are told to implement lockdown procedures, follow these instructions:

- Check outside of the room or office for nearby individuals and move them into a room.
- Close and lock all doors and windows, and barricade any entrance.
- Cover any door windows and close window blinds if available.
- Get to a position out of the line of sight of doors and windows.
- Turn off room/office lights and remain quiet.
- Silence cell phones.
- If there is a group, spread throughout the room.
- Make a plan to protect yourselves in the event that the perpetrator enters the room.
- Anyone in the outdoors should move away from the danger to an appropriate, safe location.
- Anyone in common areas should proceed immediately to the nearest room and follow the lockdown procedures.
- Let roommates or family members know where you are and if you are safe.
- Remain in your location until an all-clear message is received.

## EVACUATION

In the event of a serious threat, evacuations may be ordered from a building, a group of buildings, or the entire campus. Though fire is the most common reason to initiate an evacuation, it is not the only reason. Some of the more prevalent reasons are:

- Biohazards (release of biologically hazardous materials).
- Chemical hazards (dangerous chemical spill, dangerous gas releases).
- Radiation hazards (spill of radioactive material, release of a radioactive gas).
- Fire hazards (smell or sight of smoke or flames).
- Terrorist threat, active shooter, or criminal activity.
- Natural disaster.

### BUILDING EVACUATION

If you come upon a situation that calls for an evacuation of the building you are occupying, either from a fire alarm or an emergency notification, proceed as follows:

- Exit the building through the nearest exit.
- Follow the direction of evacuation team leaders if present.
- Do not use elevators.
- Do not re-enter the building until USUPD, Logan City Fire Department, the fire marshal, or other university official (e.g., Environmental Health and Safety representative) gives an all-clear.
- The silencing of the alarm bells is not an all-clear to re-enter the building.
- If you suspect someone was not evacuated or you have any information on the incident that prompted the alarm, report to an emergency responder in the area.
- Let roommates or family members know where you are.
- Instructors should ensure the evacuation of their classes.

### CAMPUS-WIDE EVACUATION

If a serious threat to the entire campus is determined by the USUPD to be legitimate, a campus-wide evacuation will be ordered. If such an order is given, proceed as follows:

- Stop classes, work, or close business operations.
- Secure offices and workplaces.
- Whether by vehicle, bus, riding, or walking, immediately take the nearest route off of campus and away from the threat.
- Follow the directions of public safety officials regarding direction of travel when coming out of parking lots. They may not let you take the quickest route to your destination, but they will provide a more orderly flow of traffic that avoids vehicle bottlenecks and will not impede the flow of emergency responders.

If an on-campus emergency is determined to be a threat to the larger community, the local police department or fire department will determine the information that will be distributed. Information can be distributed through media alerts to local radio stations and newspapers, and through social media. Follow-up messages will be distributed through the Aggie Alert system by email or text messages, through the university's Aggie Safe mobile safety app, and on the USU homepage ([usu.edu](https://www.usu.edu)).

All members of the USU community are encouraged to notify USU Public Safety of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus.

## EMERGENCY EVACUATION EXERCISES

USU conducts at least one test of the university's emergency response and evacuation procedures each year. In conjunction with that, USU's emergency response and evacuation procedures are available through Public Safety. In addition, other emergency response tests are conducted each year, such as tabletop exercises, field exercises, or tests of the emergency notification system. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. During the 2022 calendar year, USU officials conducted a test of the emergency notification and lockdown system over winter and summer breaks.



# DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING POLICIES AND PROCEDURES

## PROCEDURES FOR REPORTING A COMPLAINT

REPORTS OF DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING may be reported to law enforcement for an investigation and/or to the university as outlined in the previous section “Reporting Crimes and Other Emergencies” on page 9. Information about reporting options for sexual assault, dating/domestic violence, stalking, sexual harassment, and sexual exploitation as well as seeking confidential advocacy and counseling, is available at [sexualrespect.usu.edu](https://sexualrespect.usu.edu).

Incidents of on-campus dating violence, domestic violence, sex offenses, or stalking may be reported to USUPD on the Logan campus, USUEPD on the USU Eastern (Price) campus, or to the appropriate local law enforcement agency for other statewide campuses. Off-campus incidents should be reported to appropriate local law enforcement officials. If asked by the victim, advocates in USU's SAAVI office will assist in notifying law enforcement, regardless of the location of the incident.

A victim of these offenses has the option to decline to notify law enforcement but still report the incident to the Title IX Coordinator in the Office of Equity. Prompt reporting helps the victim receive medical assistance, counseling, or other supportive measures (e.g., housing relocation, change in classes, etc.), and allows for the collection and preservation of crucial evidence. It is important to preserve evidence that may assist in proving that the alleged criminal offense occurred.

Victims of sexual assault have the following options:

- Find a safe place as soon as possible.
- Find a trusted individual to provide moral support and company. Trained advocates are available through USU's SAAVI Office to help students navigate their reporting and support options. Advocates and other resources can be found at [usu.edu/sexual-respect/resources](https://usu.edu/sexual-respect/resources).
- Use the campus and community resources listed in this publication or online at [sexualrespect.usu.edu](https://sexualrespect.usu.edu) to aid in recovery.
- Seek medical attention if needed.
- Report the offense immediately to the police. If the victim lives in an on-campus residence hall, the resident director or resident assistant can help contact the proper authorities. USU Public Safety can help identify which police department to report to if it is unclear. Learn more about reporting to police at [usu.edu/dps/police/sexual-assault](https://usu.edu/dps/police/sexual-assault).
- Whether or not the victim contacts the police, they are encouraged to contact an advocate at SAAVI or through a local community-based organization.
- Depending upon circumstances, a perpetrator of a sexual assault may be charged with crimes ranging from a class B misdemeanor to a first-degree felony. USUPD and USUEPD vigorously work to prosecute anyone who commits a sexual assault.
- Report to the Title IX Coordinator at [equity.usu.edu/report](https://equity.usu.edu/report).

USUPD and USUEPD report sexual misconduct to the USU Title IX Coordinator, who also reaches out to the victim with resources and options to file a complaint with the university.

## PRESERVATION OF EVIDENCE

It is important to preserve evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protective order. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigations, possible prosecutions, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, they nevertheless should consider speaking with law enforcement to preserve evidence in the event that the victim changes their mind at a later date (USU Policy 533, section 4.1.4).

In order to preserve importance evidence, save all text messages and emails that received from the suspect, as well as all text messages and emails sent to others in reference to the incident.

## SEXUAL ASSAULT FORENSIC (CODE R) EXAMS

If a victim would like to have a sexual assault forensic (Code R) exam performed, the following actions are recommended to preserve evidence: Try not to bathe, shower, use the restroom, change clothes, comb hair, or clean up. If the victim must use the restroom, use a clean jar to collect any urine. If a sexual assault forensic exam is done, certain information must be given to the law enforcement agency with jurisdiction according to Utah law, but a victim is not required to pursue an investigation. The exam is free for victims in the state of Utah in accordance with Utah Administrative Code R270-1-23. Victims are also treated for injuries and infections during the exam. Locations that provide Code R exams in Logan, Price, Blanding, and Roosevelt are below. For all other statewide campuses, visit [usu.edu/sexual-respect/resources](https://usu.edu/sexual-respect/resources) to find the hospital nearest you that provides a forensic exam.

### **Cache Valley Hospital**

(435) 719-9700  
2380 N. 400 E., North Logan

### **Castleview Hospital**

(435) 637-4800  
300 N. Hospital Drive, Price

## WRITTEN EXPLANATION OF PROCEDURES

When dating violence, domestic violence, sexual assault, stalking, sexual harassment, and sexual exploitation is reported to the university, whether the offense occurred on campus or off campus, the Office of Equity provides the student or employee a written explanation of the reporting options, resources, and supportive measures that may be available for victims and procedures for university disciplinary action, if applicable. USU provides a “Sexual Misconduct Resource Guide” to all university offices who may serve victims and distributes it to partners within the community.

## UNIVERSITY POLICIES AND PROCESSES

Acts of violence, including sexual assault, dating violence, domestic violence, stalking, and other violent, threatening, or destructive acts may violate one or more university policies, including USU policies 303, 305, 339, 339A, 340, 342, 407, and Article V of the Student Code. These policies set standards of conduct for students, faculty, and staff. USU policies 305, 407, and Article VII of the Student Code describe the processes for responding to claims that violate these standards.

Where it is complained that acts are motivated by discriminatory intent (animus based on sex/gender/sexual orientation/gender identity, race/ethnicity, religion, age, disability, and other “protected classifications”), rights and processes described in USU policies 303, 305, 339, 339A, 340, 342, 407, and Article VII of the Student Code are applied regardless of the status of the respondent as staff, faculty, or student, with appeal rights through the policies described above.

Information about proceedings, standards of review, time frames, protective measures and supportive measures, individual protective orders, resources, and procedures related dating violence, domestic violence, sexual assault, stalking, and retaliation are found within USU Policies 303, 305, 339, 339A, 340, 342, and 407.

## SUPPORTIVE MEASURES FOR VICTIMS

Victims of dating violence, domestic violence, sexual assault, stalking, sexual harassment, and sexual exploitation who report to the Office of Equity will be given written notification of options for protective measures, as well as how to request changes to on-campus academic, living, transportation, and employment situations. When reasonably available, regardless of whether the victim chooses to pursue a formal complaint with the university or local law enforcement, the following supportive measures can be requested by the victim:

- Access to academic accommodations, including classroom changes, extensions, rescheduling exams, and withdrawals.
- Change in campus housing.
- Change in on-campus work schedule.
- Implementation of a “no-contact order.”
- Change in parking assignment.

To request supportive measures, including a “mutual no-contact order,” a victim should contact the Office of Equity. In appropriate cases, USU will issue mutual no-contact orders as part of the campus administrative process. As a party in the campus grievance process, an individual also has the option to request safety escorts from USUPD or USUEPD. The Office of Equity will provide written notification to victims of dating violence, domestic violence, sexual assault, stalking, sexual harassment, and sexual exploitation regarding resources for counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid assistance, and other services for victims both on campus and in the community.

The privacy of victims and other parties is maintained to the greatest extent possible. Supportive measures are coordinated by the supportive measures specialists in the Office of Equity. Information about the victim's experience is kept private, and the specialist only shares what is necessary to help the victim receive appropriate accommodations. Only those individuals who must know in order to provide the requested accommodations will be advised of the victim's identity. Personally identifying information is not included in Clery Act reporting and disclosures.

## PROTECTIVE ORDERS

Victims have a right to seek a protective order from the courts against an aggressor. To seek a protective order, a victim should contact USU's SAAVI Office at (435) 797-1510. Students on the Logan campus may also contact CAPSA, a local victim advocate organization, at (435) 753-2500 to seek help in obtaining protective orders. Preserved evidence may be helpful in obtaining a protective order. If a victim obtains a protective order, a copy of that order should be provided to USU Public Safety so that it can be distributed to the university campus it may apply to. Protective order violations will be enforced when they occur on the USU campus.

## FILING A FORMAL COMPLAINT

Disclosures related to sexual misconduct with those listed below is treated as confidentially as possible, but other university employees may need to be consulted in order to appropriately address the information in the disclosure. An action may need be taken in the interest of campus safety, such as a university-driven investigation of the reported incident or issuing a timely warning notice. In planning any response, the wishes of the claimant are given consideration when possible. Reporting to university employees is not the same as reporting to the police. The university process is an administrative procedure, not a criminal/legal procedure. Unlike criminal procedures, the university's administrative process uses a "preponderance of the evidence" standard of evidence.

### **Office of Equity**

Phone: (435) 797-1266

In person: Distance Education, Room 404, Logan campus

Online: [equity.usu.edu](http://equity.usu.edu)

*Serves all statewide campuses through investigations into policy violations and providing supportive measures.*

Victims may seek assistance from campus employees, either faculty or staff. University reporting employees are required to report any information they receive about sexual misconduct to the Title IX Coordinator.

To report to law enforcement, please see pages 9-13. Reporting to law enforcement is not the same as reporting to campus authorities. Reporting to law enforcement is a criminal/legal procedure, not an administrative one. Conversations and the information shared with law enforcement are treated as confidentially as possible (according to state law), but police may need to consult with others (including campus authorities) if an action needs to be taken in the interest of public safety, including the issuance of a timely warning notice. When police reports become public records, the personally identifiable information of the victim is redacted before the report is released, in accordance with state law.

# UNIVERSITY DISCIPLINARY ACTIONS AGAINST FOR SEXUAL MISCONDUCT

**IF A STUDENT OR EMPLOYEE** is found to be responsible for violating USU policies, then an appropriate disciplinary action will be imposed by the Office of Student Conduct and Community Standards (students: Student Code Article V, section 4), Human Resources Office (staff: Policy 311), or appropriate academic department (faculty member: Policy 407).

The sanction is provided in writing to both parties—claimant and respondent—and either party can appeal within 10 days. All disciplinary procedures will be conducted with a prompt, fair, and impartial process from the formal complaint to the completion of the appeal process. Any disciplinary hearing will be conducted by officials who do not have a conflict of interest or bias for or against the claimant or the respondent, and who receive annual training on issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process.

The claimant and respondent in a disciplinary proceeding can expect these rights:

- Respectful treatment by university officials.
- Notification of available resources both on and off campus.



- Supportive measures.
- Notification that retaliation is prohibited. Retaliation is against USU policy and should be reported.
- To have an advisor or support person of their choosing to accompany them through the process.
- In formal adjudicatory hearings, to have an advisor ask questions on their behalf.
- An equal opportunity to present evidence and access to evidence used in determining the finding.
- An equal opportunity to be heard and to identify witnesses.
- To decide whether they participate in the process.
- An impartial and prompt investigation of the allegations in the formal complaint.
- Updates on the investigation and process.
- To receive a written determination at the end of the investigation.

Victims of sexual misconduct receive amnesty for student code violations involving drugs and alcohol. Sanctions for students found to have been in violation of the student code are imposed based on the severity of violation. For example, a student who is found to have engaged in sexual assault will face harsher sanctioning, from suspension to expulsion. For less severe policy violations, possible sanctions may include a warning, community service, or probation, or some combination thereof. If the respondent is suspended, conditions may be placed on a student's readmission.

Possible sanctions for employees include verbal warning or reprimand, written warning, probation, suspension, reduction in rank, and dismissal or termination.

The decision of a hearing panel may be appealed by the student or employee who was found to have committed a sexual misconduct violation. In sexual misconduct cases, both the claimant and the respondent may appeal the finding and/or sanctioning decision. The appeal must be made in writing within 10 business days from the date of the issuance of the hearing panel's written determination (Procedures 305, 339, and 339A). The university will provide an explanation of these procedures to both parties.

## VICTIM NOTIFICATION

USU WILL DISCLOSE to an alleged victim of a crime of violence, non-forcible sex offense, or policy violation (if the victim is a party to the proceeding), the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or policy violation. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

## RESOURCES AVAILABLE

FOR MORE INFORMATION: [usu.edu/sexual-respect/resources](https://usu.edu/sexual-respect/resources)

### CONFIDENTIAL RESOURCES

USU offers confidential resources where conversations are held in confidence. Conversations with these resources are not shared with the Title IX Coordinator without consent of the victim and do not trigger a university action and/or investigation except in rare circumstances. USU's SAAVI Office does report aggregate data to the Title IX Coordinator for inclusion in the ASR crime statistics table. University confidential resources include:

#### **USU SEXUAL ASSAULT AND ANTI-VIOLENCE INFORMATION (SAAVI) OFFICE**

Statewide

(435) 797-1510

Taggart Student Center, Room 311, Logan campus

[saavi.usu.edu](https://saavi.usu.edu)

*Provides free confidential advocacy, counseling, and information related to relationship or sexual violence to students and employees at all USU campuses.*

#### **USU COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)**

Statewide

(435) 797-1012

Taggart Student Center, Room 306, Logan campus

[aggiewellness.usu.edu/caps](https://aggiewellness.usu.edu/caps)

*Provides free confidential counseling to undergraduate students with 9-plus credits and graduate students with 6-plus credits in Logan and at statewide campuses.*

### **USU STUDENT HEALTH AND WELLNESS CENTER**

Logan only

(435) 797-1660

9100 Old Main Hill, Logan

[health.usu.edu](http://health.usu.edu)

*Provides health care for students, but cannot provide Code R exams. When treating a patient for injuries caused by a crime, providers must report the injury to local law enforcement in accordance with state law.*

### **USU EASTERN STUDENT COUNSELING CENTER**

USU Eastern only

Jennifer Leavitt Student Center, room 223, USU Eastern campus

[eastern.usu.edu/mental-wellness](http://eastern.usu.edu/mental-wellness)

*Provides short-term free counseling for students on the USU Eastern campus.*

## OFF-CAMPUS CONFIDENTIAL RESOURCES

### **SafeUT APP**

Statewide

(800) 273-8255

*App available in the app stores allows for confidential chats. App is provided by University of Utah Health Care and provides confidential mental health counseling by trained therapists on a one-time basis.*

### **CAPSA**

Logan only

(435) 753-2500

[capsa.org](http://capsa.org)

*Logan-based organization provides sexual assault advocacy and a domestic violence shelter. Advocates are available 24/7, 365 days/year to respond to calls about sexual assault.*

Community-based confidential resources—including advocates, crisis centers, shelters, and Code R exam providers—throughout the state can be found by visiting [sexualrespect.usu.edu](http://sexualrespect.usu.edu).

## OTHER RESOURCES

### **USU FINANCIAL AID OFFICE**

Statewide

(435) 797-0173

[financialaid@usu.edu](mailto:financialaid@usu.edu)

[usu.edu/financial-support](http://usu.edu/financial-support)

*Provides financial aid services for all students. For accommodations, victims should reach out to the Office of Equity.*

### **IMMIGRANT LEGAL SERVICES**

Non-profit and statewide

(801) 888-9183

[immigrantlegalservices.org](http://immigrantlegalservices.org)

### **UTAH STATE COURTS SELF-HELP CENTER**

Statewide

(888) 683-0009

[selfhelp@utcourts.gov](mailto:selfhelp@utcourts.gov)

[utcourts.gov/en/self-help.html](http://utcourts.gov/en/self-help.html)

### **PRO BONO ASSISTANCE: UTAH STATE BAR**

Statewide

[utahbar.org/pro-bono](http://utahbar.org/pro-bono)

# PREVENTION PROGRAMS

## EDUCATION AND PREVENTION PROGRAMS

The university makes available educational programs and campaigns regarding campus security that are designed to prevent sexual harassment, domestic violence, dating violence, sexual assault, and stalking, in accordance with the Clery Act, on a regular basis, annually at a minimum. USU's educational programming consists of awareness and primary and secondary prevention programs for all incoming and continuing students and new and continuing employees, as well as awareness and prevention social marketing campaigns. In accordance with USU Policy 533, section 4.11, these programs and campaigns are designed to:

- Inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.
- Inform students and employees about the affirmative definition of consent and the prevention of crimes.
- Identify and promote awareness of domestic violence, dating violence, sexual assault, and stalking as prohibited conduct.
- Define what behavior constitutes domestic violence, dating violence, sexual assault, and stalking according to federal and state law.
- Define what behavior and actions constitute consent to sexual activity.
- Describe safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander.
- Provide information on risk reduction so that students and employees may recognize warning signs of abusive behavior and know where to get help if they are in an unhealthy or abusive relationship.
- Provide an overview of information contained in the Annual Security Report in compliance with the Clery Act.
- Describe the following:
  - Procedures the university will follow when dating violence, domestic violence, sexual assault, and stalking are reported.
  - The rights and options regarding procedures victims should follow.
  - Confidentiality and supportive measures that may be available for victims.
  - Procedures for university disciplinary action, if applicable.

## PRIMARY PREVENTION PROGRAMS

### SEXUAL MISCONDUCT PREVENTION TRAINING

All incoming students are required to participate in a live, facilitator-led sexual misconduct prevention training during their first semester. Those who do not complete the course by the deadline receive a hold that prevents them from registering for future semesters until they finish the training.

All continuing students are also required to participate in an annual sexual misconduct prevention training via an online course. Those who do not complete the course by the deadline receive a hold that prevents them from registering for future semesters until they finish the training.

The trainings for incoming students are tailored to specific student populations (graduate students, undergraduates under 25, and undergraduates over 25). Both the incoming and continuing student trainings provide inclusive and evidence-based education about:

- University policies and Utah laws on consent, sexual harassment, dating violence, domestic violence, sexual assault, and stalking.
- Information about reporting VAWA crimes to local police and the university, as well as how to seek confidential help.
- Safe and effective bystander intervention strategies.
- Gender socialization.
- Aspects of (un)healthy relationships.

The trainings collect survey data to track how perceptions of sexual misconduct change as a result of the training.

New and continuing employees participate in a live facilitator-led sexual misconduct training covering employee reporting obligations, and sexual harassment, dating violence, domestic violence, sexual assault, and stalking. The trainings are provided through the Office of Equity.

### “UPSTANDING” BYSTANDER INTERVENTION TRAINING

The Upstanding bystander intervention program is an audience-led, interactive training that covers the signs of various problematic situations (mental health concerns, bias and discrimination, alcohol and drug misuse, and sexual misconduct) and safe and effective intervention techniques. University resources, including CAPS, SAAVI, and the Office of Equity, are also addressed during the program. The program's content is tailored to each audience group through the use of relevant scenarios.

## ONGOING PREVENTION AND AWARENESS EFFORTS

### RED ZONE

The SAAVI office hosts an annual Red Zone Awareness Day in September. Students, faculty, and staff are invited to visit a variety of exhibits aimed at building awareness of the heightened risk for sexual assault during the first few months of the fall semester (called the “Red Zone”) and drawing attention to campus and community resources for sexual assault victims.

### CLOTHESLINE PROJECT

SAAVI organizes the Clothesline Project, held in October. It is a visual display of shirts with messages and illustrations designed by survivors of domestic violence, their friends, or families. The purpose of this project is to increase awareness of the impact of domestic violence, celebrate an individual's strength to survive, and provide another avenue to courageously break the silence.

### HEALTHY RELATIONSHIPS MONTH

Throughout the month of February, SAAVI hosts a number of events aimed at spreading awareness about healthy, unhealthy, and abusive characteristics of a relationship. These events have included Bagels and Bae-Goals, Love Letters to Survivors, and numerous guest speakers, including Beauty Redefined.

### STALKING AWARENESS CAMPAIGN

Throughout January, SAAVI shares various infographics through social media to raise awareness about stalking behaviors and how to support someone who may be experiencing stalking. This online campaign is accompanied by in-person booths on campus.

### DENIM DAY

USU celebrates the worldwide awareness event, Denim Day, each April. This day of action and awareness is a day in which people are encouraged to wear denim to combat victim blaming and show support for survivors.

### “CONSENT IS” AND “I ASK” CAMPAIGNS

These are ongoing social marketing efforts to educate students about the meaning of consent for sexual activity. These campaigns have included video, print, digital, and social media messages. Additionally, various student leadership groups, including Fraternity and Sorority Life, receive a comprehensive consent workshop each academic year.

### SAFE ONLINE DATING CAMPAIGN

Coordinated by SAAVI, various infographics are shared through social media messaging and digital signage to educate the campus community on how to navigate online dating safely. More information can be found at [usu.edu/saavi/get-info/safe-dating](https://usu.edu/saavi/get-info/safe-dating).

### PRESENTATIONS UPON REQUEST

SAAVI does presentations to various campus groups and classes on trauma-informed response, online dating, healthy relationships, sexual assault, domestic violence, dating violence, and stalking. Participants are given information on the reporting process and the different campus and community resources available to primary and secondary survivors.

### RAPE AGGRESSION DEFENSE

USUPD offers the Rape Aggression Defense program on a scheduled basis. The class is also taught for one credit as PE 1407 through the Department of Kinesiology and Health Science.

## START BY BELIEVING

Coordinated by SAAVI, various offices across campus and organizations from the community come together in April with the message that supporting victims of sexual violence increases reporting and leads to holding offenders accountable, thereby preventing future crimes. More information is available at [startbybelieving.usu.edu](http://startbybelieving.usu.edu).

## RISK REDUCTION

USU uses the following risk reduction information in all education, training, outreach, and timely warnings about sexual assault, dating violence, domestic violence, and stalking. Risk reduction is defined as options designed to decrease perpetration and bystander inaction, increase empowerment for victims in order to promote safety, and help individuals and communities address conditions that facilitate violence. Note that it is never possible to completely eliminate the risk of becoming the target of a crime, and a crime is never the fault of the victim.

### BE AN UPSTANDER

- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together.
- Be aware of your surroundings and people's behaviors. If you notice a problematic situation, be an Upstander by directly addressing the issue, creating a distraction, and/or delegating to others to help.
- Address demeaning, discriminatory, and/or violence-supporting language if you hear it.
- Talk to friends who you know or who you think are in unhealthy relationships. Encourage them to get help from a campus and/or community advocate.
- Support and believe friends if they tell you they have experienced sexual misconduct. Encourage them to seek help from campus and/or community resources.
- If you see something suspicious, contact law enforcement immediately by calling 911.
- If you see someone with a gun or weapon on campus, immediately call 911 to report it.

### ALWAYS GET CONSENT FOR SEXUAL ACTIVITY

- Exercise self-control and respect the boundaries of others. Expect the same of your friends, sexual partners, and acquaintances.
- Make sure you and your sexual partners understand the university's affirmative definition of consent. Learn more at [consent.usu.edu](http://consent.usu.edu).
- Clearly communicate intentions to your sexual partners and give them a chance to clearly relate their intentions to you. Never make assumptions about consent, about someone's sexual availability, about whether they are attracted to you, about how far you can go, or about whether they are physically or mentally able to consent. If you are uncertain whether someone can or has given their consent, stop what is happening and check in with them.
- Understand that crime victims are never reporting for the behavior of perpetrators. If you've been sexually assaulted or victimized, there are resources available to help. Learn more at [sexualrespect.usu.edu](http://sexualrespect.usu.edu).

### PROTECT PERSONAL SAFETY

- Stay alert to your surroundings. Use headphones in only one ear to stay aware of activity around you. This also promotes safety from accidents.
- Be careful about posting your location on social media or sharing it with people you do not completely trust.
- Keep the doors to your home and car locked, and never prop open residence hall doors. Lock your windows at night.
- If you feel uncomfortable walking across campus, USU Police provides safety escorts from one campus destination to another. Call (435) 797-1939 to request a safety escort (expect a 20-minute wait).
- Never leave your belongings unattended, even for a few minutes. Record the serial numbers on valuable items in case they go missing.

### IF YOU DRINK ALCOHOL, DRINK RESPONSIBLY

- Being under the influence of drugs or alcohol does not excuse anyone from ensuring they have willing consent from another before engaging in sexual activity.
- Know your limits when drinking. Keep track of how many drinks you've had and recognize when you or your friends have had too much. If you or a friend has had too much alcohol, find a way to safely leave the party or situation.
- Know the signs of an alcohol emergency, and if you are concerned for someone's life, always call 911.

- Do not pressure others to drink or use drugs and be alert to people pressuring you or others. Each individual has the right to make their own decisions about drinking. No one should be pressured to consume more than they want to. If you notice someone being pressured to drink more than they want to, be an Upstander by directly addressing the issue, creating a distraction, and/or delegating to others to help.
- Some sex offenders target people by using drugs or alcohol as weapons. Get your own drinks; don't leave your drink unattended or let someone continually fill your cup.

## SEX OFFENDER REGISTRY

**THE FEDERAL CAMPUS SEX CRIMES PREVENTION ACT**, enacted on October 28, 2000, and the Adam Walsh Child Protection and Safety Act of 2006 require convicted sex offenders to register with the jurisdiction in which they reside. Offenders are required to submit to the registry if they are working, volunteering, or attending USU. Additional information about the sex offender registry provided by the Utah Department of Correction is available at [communitynotification.com/cap\\_office\\_disclaimer.php?office=54438](http://communitynotification.com/cap_office_disclaimer.php?office=54438).

## CRIME DEFINITIONS

**THE CRIME STATISTICS TABLE** reflects specific crimes and arrests reported to the sources identified in the section on Collecting Crime Reports and Statistics Procedures. In accordance with the Clery Act, these crimes are classified based on the Federal Bureau of Investigation's (FBI) UCR Handbook. For sex offenses only, the definitions are from the FBI's NIBRS edition of the UCR. Hate crimes are defined according to the FBI's Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection.

Although the law states that institutions must use the UCR for defining and classifying crimes, it does not require Clery Act crime reporting to meet all UCR standards.

### FBI CRIME DEFINITIONS

**Murder and non-negligent manslaughter:** The willful (non-negligent) killing of one human being by another.

**Negligent manslaughter:** The killing of another person through gross negligence.

**Sex offenses:**

- **Forcible sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual assault with an object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Forcible fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth 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.

**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. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used that could and probably would result in serious personal injury if the crime was successfully completed).

**Burglary:** The unlawful entry of a structure to commit a felony or theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safecracking, and all attempts to commit any of the aforementioned.

**Motor vehicle theft:** The theft or attempted theft of a motor vehicle. For reporting purposes, this definition includes all cases where automobiles are taken by persons not having lawful access—even if the vehicles are later abandoned (including joyriding).

**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, the personal property of another, etc.

**Hate crimes:** A criminal offense committed against a person or property, which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on one or more of the following actual or perceived characteristics: race, gender, religion, sexual orientation, ethnicity, disability, gender identity, and national origin. For reporting purposes, hate crimes include any of the following offenses that are motivated by bias: murder and non-negligent man-slaughter, sexual offenses (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, theft, simple assault, intimidation, or destruction/damage/vandalism of property.

**Illegal weapons possession:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Included in this classification are the following: the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

**Drug law violations:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. This includes the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance, as well as any arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. Included in this classification are the following: all drugs, without exception, that are illegal under local or state law; and all illegally obtained prescription drugs.

**Liquor law violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages—not including driving under the influence and drunkenness. The following are included in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; and drinking on a public conveyance.

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

**Attempted crimes:** This report does not differentiate between attempted and completed crimes. For example, an incident involving an attempted forcible rape is counted as a forcible sex offense. The only exception to this rule applies to attempts or assaults to murder when the victim does not die. These incidents are classified as aggravated assaults rather than murders.

## FEDERAL CLERY ACT DEFINITIONS OF DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING

THE CLERY ACT (34 C.F.R. § 668.46) defines the crimes of dating violence, domestic violence, sexual assault, and stalking as follows:

**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.

- i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, type of relationship, and frequency of interaction between the persons involved in the relationship.
- ii. For the purposes of this definition:
  - a. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - b. Dating violence does not include acts covered under the definition of domestic violence.
- iii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Domestic violence:**

- i. A felony or misdemeanor crime of violence committed:
  - a. By a current or former spouse or intimate partner of the victim;
  - b. By a person with whom the victim shares a child in common;
  - c. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  - d. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
  - e. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- ii. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Sexual assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program. Per the NIBRS user manual from the FBI UCR program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- i. **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- ii. **Fondling:** The touching of the private parts of another person for the purposes 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.

- iii. **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- iv. **Statutory rape:** Sexual intercourse with a person who is under the statutory age of consent.

#### Stalking:

- i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
  - a. Fear for the person's safety or the safety of others; or
  - b. Suffer substantial emotional distress.
- ii. For the purposes of this definition:
  - a. Course of Conduct means two or more acts, including, but not limited to, acts that the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
  - b. Reasonable Person means a reasonable person under similar circumstances and with similar identities to the victim.
  - c. Substantial Emotional Distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- iii. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

## UTAH DEFINITIONS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

**Domestic violence – 77-36-1(4):** (4) “Domestic violence” means any criminal offense involving violence or physical harm or threat of violence or physical harm, or any attempt, conspiracy, or solicitation to commit a criminal offense involving violence or physical harm, when committed by one cohabitant against another. “Domestic violence” also means commission or attempt to commit, any of the following offenses by one cohabitant against another:

- a. aggravated assault, as described in Section 76-5-103;
- b. aggravated cruelty to an animal, as described in Subsection 76-9-301(4), with the intent to harass or threaten the other cohabitant;
- c. assault, as described in Section 76-5-102;
- d. criminal homicide, as described in Section 76-5-201;
- e. harassment, as described in Section 76-5-106;
- f. electronic communication harassment, as described in Section 76-9-201
- g. kidnapping, child kidnapping, or aggravated kidnapping, as described in Sections 76-5-301, 76-5-301.1, and 76-5-302;
- h. mayhem, as described in Section 76-5-105;
- i. sexual offenses, as described in Title 76, Chapter 5, Part 4, Sexual Offenses, and Section 76-5b-201, Sexual exploitation of a minor—Offenses;
- j. stalking, as described in Section 76-5-106.5;
- k. unlawful detention or unlawful detention of a minor, as described in Section 76-5-304;
- l. violation of a protective order or ex parte protective order, as described in Section 76-5-108;
- m. any offense against property described in Title 76, Chapter 6, Part 1, Property Destruction, Title 76, Chapter 6, Part 2, Burglary and Criminal Trespass, or Title 76, Chapter 6, Part 3, Robbery;
- n. possession of a deadly weapon with criminal intent, as described in Section 76-10-507;
- o. discharge of a firearm from a vehicle, near a highway, or in the direction of any person, building, or vehicle, as described in Section 76-10-508;
- p. disorderly conduct, as defined in Section 76-9-102, if a conviction or adjudication of disorderly conduct is the result of a plea agreement in which the perpetrator was originally charged with a domestic violence offense otherwise described in this Subsection (4), except that a conviction or adjudication of disorderly conduct as a domestic violence offense, in the manner described in this Subsection (4)(p), does not constitute a misdemeanor crime of domestic violence under 18 U.S.C. Sec. 921, and is exempt from the federal Firearms Act, 18 U.S.C. Sec. 921 et seq.;
- q. child abuse, as described in Section 76-5-109.1;
- r. threatening use of a dangerous weapon, as described in Section 76-10-506;
- s. threatening violence, as described in Section 76-5-107;
- t. tampering with a witness, as described in Section 76-8-508;
- u. retaliation against a witness or victim, as described in Section 76-8-508.3;
- v. unlawful distribution of an intimate image, as described in Section 76-5b-203, or unlawful distribution of a counterfeit intimate image, as described in Section 76-5b-205;
- w. sexual battery, as described in Section 76-9-702.1;
- x. voyeurism, as described in Section 76-9-702.7;
- y. damage to or interruption of a communication device, as described in Section 76-6-108; or
- z. an offense described in Subsection 78B-7-806(1).



**Sexual assault:** An offense that meets the definition of rape, fondling, incest, or statutory rape as used by the State of Utah.

- **Rape – 76-5-402**
  1. A person commits rape when the actor has sexual intercourse with another person without the victim's consent.
- **Object rape – 76-5-402.2**
  1. A person [commits object rape] who, without the victim's consent, causes the penetration, however slight, of the genital or anal opening of another person who is 14 years of age or older, by any foreign object, substance, instrument, or device, including a part of the human body other than the mouth or genitals, with intent to cause substantial emotional or bodily pain to the victim or with the intent to arouse or gratify the sexual desire of any person.
- **Fondling – 76-5-404** (Forcible sexual abuse in Utah)
  1. An individual commits forcible sexual abuse if the victim is 14 years of age or older and, under circumstances not amounting to rape, object rape, forcible sodomy, or attempted rape or forcible sodomy, the actor touches the anus, buttocks, pubic area, or any part of the genitals of another, or touches the breast of a female, or otherwise takes indecent liberties with another, with intent to cause substantial emotional or bodily pain to any individual or with the intent to arouse or gratify the sexual desire of any individual, without the consent of the other, regardless of the sex of any participant.
- **Incest – 76-7-102** Incest
  - a. An actor is guilty of incest when, under circumstances not amounting to rape, rape of a child, or aggravated sexual assault, the actor knowingly and intentionally:
    - i. engages in conduct under Subsection (2)(b)(i), (ii), (iii), or (iv); or
    - ii. provides a human egg or seminal fluid under Subsection (2)(b)(v).
  - b. Conduct referred to under Subsection (2)(a) is:
    - i. sexual intercourse between the actor and a person the actor knows has kinship to the actor as a related person;
    - ii. (ii) the insertion or placement of the provider's seminal fluid into the vagina, cervix, or uterus of a related person by means other than sexual intercourse;
    - iii. (iii) providing or making available his seminal fluid for the purpose of insertion or placement of the fluid into the vagina, cervix, or uterus of a related person by means other than sexual intercourse;
    - iv. a woman 18 years of age or older who:
      - a) knowingly allows the insertion of the seminal fluid of a provider into her vagina, cervix, or uterus by means other than sexual intercourse; and
      - b) knows that the seminal fluid is that of a person with whom she has kinship as a related person; or
    - v. providing the actor's sperm or human egg that is used to conduct in vitro fertilization, or any other means of fertilization, with the human egg or sperm of a person who is a related person.
- **Statutory rape – 76-5-401** (Unlawful sexual activity with a minor in Utah)
  1. For purposes of this section "minor" is a person who is 14 years of age or older, but younger than 16 years of age, at the time the sexual activity described in this section occurred.
  2. A person 18 years of age or older commits unlawful sexual activity with a minor if, under circumstances not amounting to rape, in violation of Section 76-5-402, object rape, in violation of Section 76-5-402.2, forcible sodomy, in violation of Section 76-5-403, or aggravated sexual assault, in violation of Section 76-5-405, the actor:
    - i. has sexual intercourse with the minor;
    - ii. engages in any sexual act with the minor involving the genitals of one person and the mouth or anus of another person, regardless of the sex of either participant; or
    - iii. causes the penetration, however slight, of the genital or anal opening of the minor by any foreign object, substance, instrument, or device, including a part of the human body, with the intent to cause substantial emotional or bodily pain to any person or with the intent to arouse or gratify the sexual desire of any person, regardless of the sex of any participant.
- **Stalking – 76-5-106.5** (1), (2) and (3)
  1. Course of conduct means two or more acts directed at or toward a specific person, including
    - i. acts in which the actor follows, monitors, observes, photographs, surveils, threatens, or communicates to or about a person, or interferes with a person's property:
      - a. directly, indirectly, or through a third party; and
      - b. by any action, method, device, or means; or
    - ii. when the actor engages in any of the following acts or causes someone else to engage in any of these acts:
      - a. approaches or confronts a person;
      - b. appears at the person's workplace or contacts the person's employer or coworkers;
      - c. appears at a person's residence or contacts a person's neighbors, or enters property owned, leased, or occupied by a person;
      - d. sends material by any means to the person for the purpose of obtaining or disseminating information about or communicating with the person to a member of the person's family or household, employer, coworker, friend, or associate of the person;

- e. places an object on or delivers an object to property owned, leased, or occupied by a person or to the person's place of employment with the intent that the object be delivered to person; or
  - f. uses a computer, the Internet, text messaging, or any other electronic means to commit an act that is a part of the course of conduct.
2. A person is guilty of stalking who intentionally or knowingly engages in a course of conduct directed at a specific person and knows or should know that the course of conduct would cause a reasonable person:
    - a. to fear for the person's own safety or the safety of a third person; or
    - b. to suffer other emotional distress.
  3. A person is guilty of stalking who intentionally or knowingly violates:
    - a. a stalking injunction issued under Title 78B, Chapter 7, Part 7, Civil Stalking Injunctions; or
    - b. a permanent criminal stalking injunction issued under Title 78B, Chapter 7, Part 9, Criminal Stalking Injunctions.

## CONSENT DEFINITIONS

### STATE OF UTAH DEFINITION

In Utah consent is defined by statute 76-5-406. Sexual offenses against the victim without consent of victim—circumstances, as follows:

2. An act of sexual intercourse, rape, attempted rape, rape of a child, attempted rape of a child, object rape, attempted object rape, object rape of a child, attempted object rape of a child, sodomy, attempted sodomy, forcible sodomy, attempted forcible sodomy, sodomy on a child, attempted sodomy on a child, forcible sexual abuse, attempted forcible sexual abuse, sexual abuse of a child, attempted sexual abuse of a child, aggravated sexual abuse of a child, attempted aggravated sexual abuse of a child, or simple sexual abuse is without consent of the victim under any of the following circumstances:
  - a. the victim expresses lack of consent through words or conduct;
  - b. the actor overcomes the victim through the actual application of physical force or violence;
  - c. the actor is able to overcome the victim through concealment or by the element of surprise;
  - d. (i) the actor coerces the victim to submit by threatening to retaliate in the immediate future against the victim or any other person, and the victim perceives at the time that the actor has the ability to execute this threat; or (ii) the actor coerces the victim to submit by threatening to retaliate in the future against the victim or any other person, and the victim believes at the time that the actor has the ability to execute this threat; (as used in this Subsection (4), "to retaliate" includes threats of physical force, kidnapping, or extortion);
  - e. the actor knows the victim is unconscious, unaware that the act is occurring, or physically unable to resist;
  - f. the actor knows or reasonably should know that the victim has a mental disease or defect, which renders the victim unable to:
    - (i) appraise the nature of the act;
    - (ii) resist the act;
    - (iii) understand the possible consequences to the victim's health or safety; or
    - (iv) appraise the nature of the relationship between the actor and the victim;;
  - g. the actor knows that the victim participates because the victim erroneously believes that the actor is someone else;
  - h. the actor intentionally impaired the power of the victim to appraise or control his or her conduct by administering any substance without the victim's knowledge;
  - i. the victim is younger than 14 years of age;
  - j. the victim is younger than 18 years of age and at the time of the offense the actor was the victim's parent, step-parent, adoptive parent, or legal guardian or occupied a position of special trust in relation to the victim as defined in Section 76-5-404.1;
  - k. the victim is 14 years of age or older, but younger than 18 years of age, and the actor is more than three years older than the victim and entices or coerces the victim to submit or participate, under circumstances not amounting to the force or threat required under Subsection (2)(b) or (d); or
  - l. the actor is a health professional or religious counselor, the act is committed under the guise of providing professional diagnosis, counseling, or treatment, and at the time of the act the victim reasonably believed that the act was for medically or professionally appropriate diagnosis, counseling, or treatment to the extent that resistance by the victim could not reasonably be expected to have been manifested.

## USU DEFINITION

**USU Policy 339:** Consent is an affirmative agreement to do the same thing at the same time in the same way. An affirmative agreement includes an informed, freely and actively given, mutually understandable exchange of unmistakable words or actions, which indicate an affirmative willingness to participate in mutually agreed upon sexual activity. Consent can be withdrawn or modified at any time, as long as such withdrawal or modification is clearly communicated.

Consent cannot be assumed based on silence, the absence of “no” or “stop,” the existence of a prior or current relationship, or prior sexual activity. There is no consent when there is force, coercion, or incapacitation.

Examples of consensual behavior may include, but are not limited to:

- Verbal statements of “yes” or “okay.”
- Head nodding.
- Asking someone to engage in sexual activity.

Examples of non-consensual behavior include, but are not limited to:

- Verbal statements of “no” or “I don’t want to.”
- Verbal statements of “I don’t know” or “maybe.”
- Pushing someone away.
- Resisting contact.
- Shrugging or other uncertain body language.
- Not actively participating in the sexual activity.
- No response or silence.
- Disengaging from previous consensual behavior.
- Force, coercion, or incapacitation.

# CAMPUS CRIME STATISTICS

**THE FOLLOWING STATISTICS** are compiled in accordance with definitions used in the Uniform Crime Reporting System of the Department of Justice and the FBI as modified by the Hate Crime Statistics Act. These statistical tables include the number of all offenses reported to law enforcement, without regard to the findings of a court, coroner, or jury, or the decision of a prosecutor. Under VAWA, effective March 7, 2014, colleges and universities are required to report domestic violence, dating violence, and stalking, beyond crime categories the Clery Act already mandates.

## CRIME STATISTICS

**THIS CRIME STATISTICS REPORT** accurately represents the number of the following defined crimes that were reported to USU Police directly or to campus security authorities. Crimes are reported according to geography, not whether a crime involved students, staff, or faculty. Crime statistics included in this report do not include crimes that occurred off campus that involved students. For more information about the experiences students have with sexual misconduct, both on and off campus, please see the [USU Sexual Misconduct Student Survey](#).

The following geographical categories are defined below: “on-campus,” “non-campus,” and “public property.”

- **On-campus:** Includes crimes that occurred anywhere on campus, including those that occurred in on-campus housing.
- **Non-campus:** Includes off-campus property owned or controlled by officially recognized or registered student organizations, such as fraternities and sororities, as well as property located off campus but owned or controlled by USU, such as remote classrooms or facilities regularly used by statewide campuses, athletic teams, and study abroad students during the time of USU use.
- **Public property:** Includes public property that is adjacent to on-campus property, such as sidewalks, and at the Logan campus, the Logan Cemetery.

**Unfounded:** Reported crimes that are investigated by law enforcement authorities and found to be false or baseless. Only sworn or commissioned law enforcement personnel may find that a crime is unfounded.

Statistical tables are broken out by statewide campuses. The first three are USU’s residential campuses (Logan, USU Eastern, and USU Blanding). Several additional statewide campuses have a building and facility owned by USU, but most are a room or classroom to serve a population in rural Utah.

## HATE CRIMES

**HATE CRIMES** are those crimes that manifest evidence that the victim was intentionally selected because of the perpetrator's bias against race, gender, religion, sexual orientation, ethnicity, disability, national origin, or gender identity. Hate crimes are reported for the following crimes: murder, non-negligent manslaughter, negligent manslaughter, sex offenses (rape, fondling, incest and statutory rape—beginning in 2014), robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, destruction or damage or vandalism of property, and any other crime involving bodily injury.

In 2020, 2021, 2022, there was one hate crime reported at USU campuses.

USU encourages anyone who has experienced discrimination based on a protected class to report it to the Office of Equity, which enforces USU's non-discrimination policy. Visit [equity.usu.edu](https://equity.usu.edu) to learn more. USU also has a Social Climate Support Team that works with students and employees to provide support when an individual or group has experienced a bias incident. Learn more at [usu.edu/dei/social-climate-support](https://usu.edu/dei/social-climate-support).



# LOGAN CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL														
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder/ Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	3	0	0	0	0	0	1	0	0	3	0	0	0
Burglary	0	8	1	5	9	1	1	1	0	0	0	0	6	10	1	0	0	0
Motor Vehicle Theft	0	0	0	3	1	1	0	0	0	0	0	0	3	1	1	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	4	7	8	4	9	9	1	1	0	0	0	0	5	10	9	0	0	0
Fondling	3	8*	4	4	12*	8	0	0	4	0	0	0	4	12*	12	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	5	2	1	5	2	1	0	0	0	0	0	0	5	2	1	0	0	0
Dating Violence	0	0	2	0	1	3	0	0	0	0	0	0	0	1	3	0	0	0
Stalking	5	8	6	6	17	13	0	0	1	0	0	0	6	17	14	0	1	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	15	2	7	19	7	9	0	0	0	0	4	2	19	11	11	0	0	0
Liquor Violation	13	8	21	13	14	23	0	1	0	0	3	0	13	18	23	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0
Drug Law Violation	0	2	0	0	2	0	0	0	0	0	0	0	0	2	0	0	0	0
Liquor Violation	1	4	0	1	4	0	0	0	0	0	0	0	1	4	0	0	0	0

\* A fondling incident that occurred in 2021 was reported in 2022.

# LOGAN HOUSING CRIME STATISTICS P. 1 | 2020–2022

CONSISTENT WITH UTAH CODE section 53B-28-403, the statistics provided below include the number of reports of certain crimes alleged to have occurred at each of the university’s on-campus housing units during the 2022 calendar year. The statistics further include any reports of crime alleged to have occurred at the housing facility of all sororities and fraternities that are officially recognized by the university.

STUDENT LIVING CENTER • REPORTED INCIDENTS (2022)									
CRIME TYPE	Jones Hall	Morgan Hall	Davis Hall	Rich Hall	Lundstrom Hall	Snow Hall	Wasatch Hall	San Juan Hall	Summit Hall
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	1	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	1	0	0	0	0	0	1	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Violations	0	0	0	1	0	0	0	0	0

# LOGAN HOUSING CRIME STATISTICS P. 2 | 2020–2022

CENTRAL CAMPUS / LIVING LEARNING CENTER (LLC) • REPORTED INCIDENTS (2022)												
CRIME TYPE	Central Suites	Mountain View Tower	Richards Hall	Bullen Hall	Unknown LLC	LLC A	LLC B	LLC C	LLC D	LLC E	LLC F	Canyon Crest
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	2	1	2	0	1	0	0	0	0	1	0	1
Fondling	0	1	0	1	0	0	1	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	1	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	1	0	0	0	0	0	0	0	0	0
Stalking	2	0	0	1	0	1	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	1	0	3	0	0	0	0	0	1	0	0	1
Liquor Violations	0	0	4	0	0	1	2	0	1	2	0	10



# LOGAN HOUSING CRIME STATISTICS P. 3 | 2020–2022

AGGIE VILLAGE / WEST STADIUM VILLA / BLUE SQUARE / DARWIN • REPORTED INCIDENTS (2022)								
CRIME TYPE	Aggie Village	West Stadium Villa	Blue Square A	Blue Square B	Blue Square C	Darwin 655	Darwin 685	Darwin 695
Murder/ Non-Negligent Manslaughter	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Domestic Violence	1	0	0	0	0	0	0	0
Dating Violence	0	0	0	1	0	0	0	0
Stalking	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0
Liquor Violations	0	0	0	0	0	0	0	0

# LOGAN HOUSING CRIME STATISTICS P. 4 | 2020–2022

SOUTH CAMPUS • REPORTED INCIDENTS (2022)				
CRIME TYPE	Merrill Hall	Reeder Hall	Greaves Hall	Moen Hall
Murder/ Non-Negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Rape	0	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	0	0	0	0
Weapons Violations	0	0	0	0
Drug Violations	1	0	0	0
Liquor Violations	0	0	0	0

## LOGAN HOUSING CRIME STATISTICS P. 5 | 2020–2022

STUDENT ORGANIZATION NON–CAMPUS • REPORTED INCIDENTS (2022)			
CRIME TYPE	Alpha Chi Omega	Delta Sigma Phi	Kappa Delta
Murder/ Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	3	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Weapons Violations	0	0	0
Drug Violations	0	0	0
Liquor Violations	0	0	0

# USU EASTERN (PRICE) CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder/ Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	1	4	0	1	12	1	0	0	0	0	0	0	1	12	1	0	0	0
Motor Vehicle Theft	0	0	0	0	2	0	0	0	0	0	0	0	0	2	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape*	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0
Fondling	0	1	0	0	1	2	0	0	0	0	0	0	0	2	2	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	0	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	2	0	0	5	0	0	0	0	0	0	0	0	5	0	0	0	0	0
Liquor Violation	1	1	0	1	1	0	0	0	0	0	0	0	1	1	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	4	0	1	4	0	1	0	0	0	0	0	0	4	0	1	0	0	0
Liquor Violation	2	1	3	2	1	3	0	0	0	0	0	0	2	1	3	0	0	0

\*One rape occurred in Aaron Jones Hall in 2008 and was reported in 2022.

# USU EASTERN (PRICE) HOUSING CRIME STATISTICS | 2020–2022

CONSISTENT WITH UTAH CODE section 53B-28-403, the statistics provided below include the number of reports of certain crimes alleged to have occurred at each of the university’s on-campus housing units during the 2022 calendar year. The statistics further include any reports of crime alleged to have occurred at the housing facility of all sororities and fraternities that are officially recognized by the university.

USU EASTERN (PRICE) • REPORTED INCIDENTS (2022)				
CRIME TYPE	Aaron Jones Hall	Tucker Hall	Sessions Hall	Burtenshaw Hall
Murder/ Non-Negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Rape	0*	0	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Domestic Violence	0	0	0	1
Dating Violence	0	0	0	0
Stalking	0	0	0	0
Weapons Violations	0	0	0	0
Drug Violations	0	1	0	0
Liquor Violations	1	2	0	0

\*One rape occurred in Aaron Jones Hall in 2008 and was reported in 2022.

# USU BLANDING CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL														
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder/ Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# USU BLANDING HOUSING CRIME STATISTICS | 2020–2022

CONSISTENT WITH UTAH CODE section 53B-28-403, the statistics provided below include the number of reports of certain crimes alleged to have occurred at each of the university’s on-campus housing units during the 2022 calendar year. The statistics further include any reports of crime alleged to have occurred at the housing facility of all sororities and fraternities that are officially recognized by the university.

USU BLANDING • REPORTED INCIDENTS (2022)		
CRIME TYPE	Cedar Mesa Halls	Monument View Hall
Murder/ Non-Negligent Manslaughter	0	0
Negligent Manslaughter	0	0
Rape	0	0
Fondling	0	0
Incest	0	0
Statutory Rape	0	0
Robbery	0	0
Aggravated Assault	0	0
Burglary	0	0
Motor Vehicle Theft	0	0
Arson	0	0
Domestic Violence	0	0
Dating Violence	0	0
Stalking	0	0
Weapons Violations	0	0
Drug Violations	0	0
Liquor Violations	0	0





# OTHER STATEWIDE CRIME STATISTICS (BY CAMPUS)

## BEAVER CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# BICKNELL CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# BRIGHAM CITY CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# CEDAR CITY CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# DELTA CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL														
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# EPHRAIM CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# HEBER CITY CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

# JUNCTION CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



# KANAB CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# KAYSVILLE CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# MOAB CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>HATE CRIMES</b>																		
Theft-Larceny*	NA	NA	NA	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

\*In March of 2022, a Pride flag was stolen from the Moab campus by a group of juveniles. The flag was then discarded in a nearby secluded area. The Clery hate crime category is Theft-Larceny and the bias category is Sexual Orientation: "A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation." There have been no further reports of hate/bias-related crimes on the Moab campus.

# MONTEZUMA CREEK CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# MONTICELLO CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# MONUMENT VALLEY CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# NEPHI CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# OREM CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



# PANGUITCH CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# PARK CITY CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# RICHFIELD CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# ROOSEVELT CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# SALT LAKE CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# ST. GEORGE CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# TOOELE CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	2	0	0	0	0	0	0	0	2	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0
Drug Law Violation	NA	NA	NA	2	3	0	0	0	0	0	0	2	3	0	0	0	0	0
Liquor Violation	NA	NA	NA	2	0	0	0	0	0	0	0	2	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# TREMONTON CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



# WENDOVER CRIME STATISTICS | 2020–2022

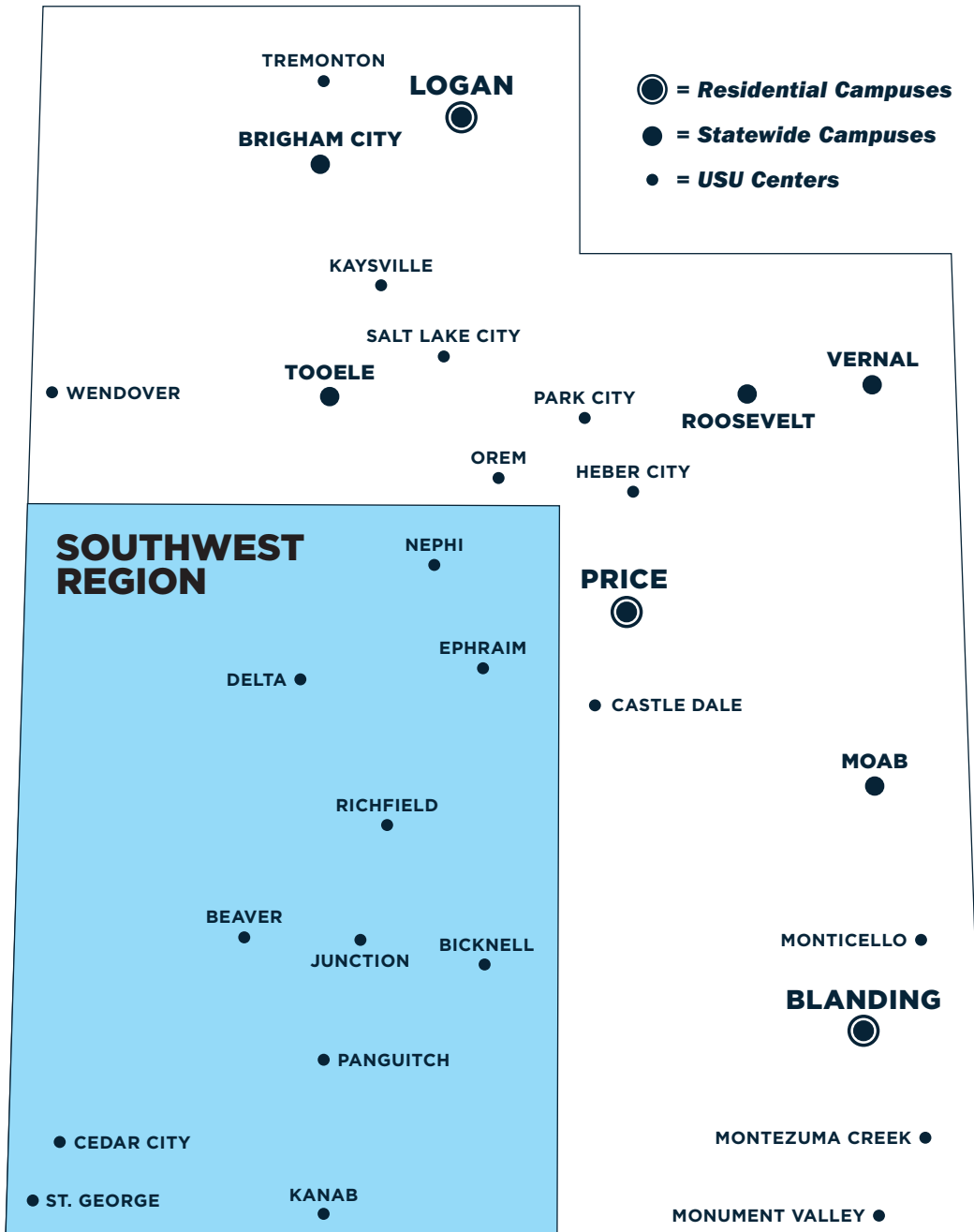
CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL			2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
	2020	2021	2022	2020	2021	2022												
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# VERNAL CRIME STATISTICS | 2020–2022

CRIME TYPE	ON CAMPUS						NON CAMPUS			PUBLIC PROPERTY			TOTAL			UNFOUNDED		
	CAMPUS HOUSING			CAMPUS TOTAL														
	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022	2020	2021	2022
Murder/ Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA OFFENSES</b>																		
Domestic Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>ARRESTS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>REFERRALS</b>																		
Illegal Weapon Possession	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violation	NA	NA	NA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



# STATEWIDE CAMPUS LOCATIONS



Map of Utah State University locations. Not all sites are separate campuses.

# STATEWIDE CAMPUS AND USU LOCATIONS ADDRESSES

## **LOGAN**

Residential campus  
Old Main Hill  
Logan, UT, 84322

## **EASTERN (PRICE)**

Residential campus  
451 E. 400 N.  
Price, UT 84501

## **BLANDING**

Residential campus  
576 W. 200 S.  
Blanding, UT 84511

## **BEAVER**

50 E. 100 N.  
PO Box 1187  
Beaver, UT 84713

## **BICKNELL**

94 W. SR 24  
PO Box 115  
Bicknell, UT 84715

## **BRIGHAM CITY**

USU-owned building  
989 S. Main St.  
Brigham City, UT 84302

## **CEDAR CITY**

A classroom at Southern Utah University  
136 W. University Blvd.  
ELC Bldg 213A  
Cedar City, UT 84720

## **DELTA**

Suite at Millard School Offices  
285 W. 450 N.  
Suite 110  
Delta, UT 84624

## **EPHRAIM**

Classroom at Snow College  
325 W. 100 N.  
Ephraim, UT 84627

## **HEBER CITY**

Classroom at Utah Valley University  
3111 N. College Way  
Heber City, UT 84032

## **JUNCTION**

180 W. 500 N.  
Junction, UT 84740

## **KANAB**

Room in high school  
733 S. Cowboy Way  
Kanab, UT 84741

## **KAYSVILLE**

USU-owned building  
80 E. Segoe Lily Dr.  
Kaysville, UT 84037

## **MOAB**

USU-owned building  
1850 Aggie Blvd.  
Moab, UT 84532

## **MONTEZUMA CREEK**

Family Learning Center  
375 N. 400 W. #1  
Montezuma Creek, UT 84534

## **MONUMENT VALLEY**

4 Rock Door Canyon Rd.  
Monument Valley, UT 84536

## **NEPHI**

Distance Education Building  
346 E. 600 N.  
Nephi, UT 84648

## **OREM**

Suite in a larger building  
1875 S. State Street  
Orem, UT 84097

## **PANGUITCH**

390 E. 100 S.  
Panguitch, UT 84759

## **PARK CITY**

USU-owned building  
1258 Center Dr.  
Park City, UT 84098

## **RICHFIELD**

USU-owned building  
800 W. 200 S.  
Richfield, UT 84701

## **ROOSEVELT**

USU-owned building  
987 E. Lagoon St.  
Roosevelt, UT 84066

## **SALT LAKE**

USU-owned building  
920 W. Levoy Dr.  
Taylorsville, UT 84123

## **ST. GEORGE**

Inside Pine View High School  
2850 W. 750 N.  
St. George, UT 84790

## **TOOELE**

USU-owned building  
1021 W. Vine St.  
Tooele, UT 84074

## **TREMONTON**

Distance education building  
420 W. 600 N.  
Tremonton, UT 84337

## **VERNAL**

USU-owned building  
320 N. Aggie Blvd.  
Vernal, UT 84078



# FIRE SAFETY REPORT

**IN ACCORDANCE WITH FEDERAL LAW**, USU is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. The USU fire marshal serves all residential campuses: Logan, USU Eastern, and USU Blanding. Listed below are the non-emergency numbers to call to report fires that have already been extinguished in on-campus student housing (fires you are unsure whether USU Public Safety knows of). If you find evidence of such a fire or if you hear about such a fire, please contact one of the following.

## FIRE SAFETY CONTACTS

CALL 911 for all emergencies statewide.

**USU Fire Marshal:** (435) 797-1979

**USU Public Safety:** (435) 797-1939

### LOGAN

**Housing Facilities:** (435) 797-3117; (435) 797-3113

**USUPD:** (435) 797-1939

### EASTERN (PRICE)

**Residence Office:** (435) 613-5289

**USUEPD:** (435) 613-0890

### BLANDING

**Residence Office:** (435) 678-8153

**USUPD:** (435) 797-1939

When calling, please provide as much information as possible about the location, date, time, and cause of the fire.



# USU POLICY ON PORTABLE ELECTRICAL APPLIANCES, SMOKING, AND OPEN FLAMES IN STUDENT HOUSING FACILITIES

## PROHIBITED ITEMS AND ACTIONS

The following items or actions can represent a potential fire hazard and are therefore prohibited. A minimum \$25 fine may result for each prohibited item discovered by staff, with fines escalating for repeat offenses.

- Incense and incense burners.
- Candles and other open flame items campus-wide unless authorized by the university fire marshal. Decorative candles may be displayed but are strongly discouraged. Wicks must remain white and unburned. The use of candle warmers was banned in 2007 by the Utah Risk Manager's office for all state property.
- Campus community members may request the use of candles to the university fire marshal for:
  - Theatrical or other entertaining arts performances.
  - Dining Services areas.
  - Special religious ceremonies.
  - Other purposes as may appear necessary.
- All coiled resistance units (such as hot plates).
- Halogen bulbs.
- Space heaters or other portable-heating units, unless provided by Housing and Residence Life.
- Inappropriate indoor storage of flammable liquid.
- Installing plastic or paper liners in and around apartment stoves.
- Taping or hanging material from smoke detectors or fire extinguishers.
- Grilling on BBQs within 25 feet of any on-campus residence hall. Additionally, if your grill uses propane, the tank cannot be stored on a porch or in a room/apartment.
- Smoking in all USU academic buildings and residence halls.

All electrical appliances and cords must meet UL (Underwriters Laboratory) safety standards. UL-approved power strips must be used when more than two electrical items share an outlet. The USU fire marshal highly recommends purchasing extension cords that sense damage caused by overload, overheating, pinching, or aging and shut off the power in 25/1,000 of a second if a dangerous condition is detected.

Mini-refrigerators, freezers, and air conditioners that require 1,500 watts of power use or less are allowed and must be plugged directly into a wall. All appliances, including microwaves, must be plugged directly into a wall outlet, not a surge protector or extension cord as required by state fire code. This policy will be enforced by Housing and Residence Life staff.

## SPACE HEATERS

Approved space heaters are ceramic and oil filled heaters. These space heaters MUST have the following:

- Ceramic element and oil filled.
- Cannot exceed 1000 watts at its highest setting.
- A self-limiting element temperature setting for the ceramic elements.
- A tip-over safety device.
- Built-in timer for hours of operation (time not to exceed 8 hours per setting).
- Programmable thermostat built into the space heater.
- Overheat protection (thermal limiter).

No open-element or metallic-element heaters will be allowed in USU owned and leased property, and no fuel-fired heater, kerosene or propane, will be allowed in USU owned and leased property. Fire code does not permit space heaters to be plugged into extension cords or breaker-outlet strips/surge protectors. They should be plugged directly into a wall outlet. Propane- and kerosene-fueled heaters are prodigious heat producers, but because of their open flames, the risk of carbon-monoxide poisoning, and the hazard associated with handling the fuel, it's best not to use fuel heaters indoors.

## DAILY FIRE LOG

A daily fire log for the most recent 60-day period is available for review 24 hours a day at the USUEPD. Logs older than 60 days will be made available within two business days of a request for public inspections of records. This log can also be found at [usu.edu/dps/police/daily-crime-log](https://usu.edu/dps/police/daily-crime-log).



## FIRE DRILLS

Fire drills or fire safety programs are conducted by the USU fire marshal and Housing and Residence Life to ensure that residents are familiar with emergency evacuation procedures and general fire safety. One fire drill was conducted at the residential facilities on the Logan campus, two on the USU Eastern campus, and two on the USU Blanding campus. When requested or mandated, all occupants must immediately evacuate a residence hall. Interfering with or noncompliance will result in disciplinary action, including a \$100 fine. Residents are also required by the fire marshal to keep hallways, stairwells, and balconies clear of obstructions at all times to facilitate proper access and egress.

## FIRE EXTINGUISHERS

A fire extinguisher is located in all apartments on the kitchen wall. In traditional housing, the extinguisher is located in the hallways on each floor. If the extinguisher is discharged while putting out a fire, promptly notify Housing Facilities during business hours. If it occurs after hours or on weekends, immediately notify USU Public Safety. The extinguisher will be replaced immediately at no cost. The extinguisher must not be re-hung or relocated after discharge. Fire extinguishers or other equipment can only be discharged in an actual fire emergency. Starting fires, tampering with or misuse of fire safety equipment, or falsely reporting a fire may result in criminal prosecution.

Fire extinguishers are checked by the USU fire marshal at least annually. If an extinguisher is found to be empty, tampered with, relocated, or missing, the student apartment will be charged \$75 for recharging and/or replacement. Periodically inspect the fire extinguisher gauge to be certain it is properly charged. If the needle indicates that it is undercharged or overcharged, call Housing Facilities immediately for a replacement.

## SMOKE DETECTORS

Smoke detectors are located in all Housing and Residence Life facilities. When the detector is activated, it will make a loud, piercing sound. When the detector beeps intermittently, the batteries need to be replaced. It is the resident's responsibility to report to Housing Facilities whenever the smoke detector is inoperable or batteries need to be replaced.

Excessive amounts of smoke from cooking or steam from the bathroom may activate a smoke detector. If the smoke detector is overly sensitive, notify Housing Facilities.

Any smoke detector problems after 4:30 p.m. or on weekends can be directed to on-call maintenance staff and will be handled as quickly as possible. Calls can also be left after hours on the dispatch voicemail for Housing Facilities and will be handled the next morning.

Residents should leave their name, apartment number, time of call, and current problem with the detector. If Housing and Residence Life staff determine that the smoke detector or battery has been removed, tampered with, or is inoperable and has not been reported, the student will be charged \$75. If there is a second violation, the student will be charged \$100 and appropriate restorative measures imposed.

## FIRE SPRINKLERS

Many Housing and Residence Life buildings have been retrofitted with fire sprinklers. It is critical that residents not tamper with the sprinkler systems, especially the sprinkler heads. The water in the sprinkler systems is under tremendous pressure, and a damaged sprinkler head or pipe can lead to significant damage to both the building and residents' property.

The resident will be responsible for all damages caused to facilities by breaking/or tampering with a sprinkler head. Housing and Residence Life is not responsible for any damage or losses that occur because of sprinklers being activated for any reason and strongly recommends residents seek insurance for their personal property.

## IN CASE OF FIRE

Before a fire:

- Know the escape route and meeting location your resident assistant has designated for your area. A smoke detector can wake you, but only an escape plan can save you.
- All residents should recognize the alarm signal and how to respond. In the event that you hear a neighbor's smoke detector ringing for an extended period of time, contact the fire department first and Housing Facilities next. After hours, call USU Public Safety.

If a fire occurs:

- Grab your keys (if possible) and walk to the nearest exit. Most smoke and dangerous gases rise, so keep your body low and move quickly. If necessary, crawl so you do not breathe the smoke.
- If you suspect a fire, cover your hand for protection, and touch the door or handle with the back of your hand before opening it. Intense heat, deadly smoke, or gas may be on the other side. If it is not hot, open it cautiously a few inches to check the other side for heat, smoke, or flames. Keep your body out of the doorway and be ready to slam the door shut if any heat or smoke appears.
- Do not waste time getting dressed or gathering valuables. Get out of the building immediately. Call the fire department from OUTSIDE the building. Dial 911 and report the location of the fire. Stay on the telephone until instructed to hang up. If possible, alert other room/apartment occupants.

## USU FIRE SAFETY TRAINING AND SAFETY EDUCATION PROGRAMS

The USU fire marshal conducts an annual fire training class for resident directors, resident advisers, and Housing Facilities employees at the beginning of fall semester each year. The training covers emergency procedures, review of building fire safety systems, evacuation planning, and hands-on fire extinguisher training. This training is also provided to students, faculty, and staff upon request.

## PLANS FOR FUTURE FIRE SAFETY IMPROVEMENTS

USU continues to work to upgrade fire panels across the campus. As needs are identified, buildings on campuses are being equipped with or getting upgrades to fire sprinkler systems.

A new public education program is being developed that will target extinguisher training, fire and life safety training, common fire inspection violations, and childhood safety for our residence halls that house children.



# FIRE STATISTICS IN USU RESIDENTIAL FACILITIES P. 1 | 2020–2022

## LOGAN CAMPUS

FIRES, CAUSE, INJURIES, DEATHS, AND \$\$ LOSS															
HOUSING FACILITIES	2020					2021					2022				
	FIRES	CAUSE	INJURIES	DEATHS	\$\$ LOSS	FIRES	CAUSE	INJURIES	DEATHS	\$\$ LOSS	FIRES	CAUSE	INJURIES	DEATHS	\$\$ LOSS
Aggie Village 1100 E. 1100 N., Logan	1	Cooking	0	0	\$0–99	2	Cooking	0	0	\$0–99	1	Cooking	0	0	\$0–50
Blue Square 1111 N. 800 E., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	1	Cooking	0	0	\$0–50
Bullen Hall 1120 E. 750 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Davis Hall 1230 E. 1000 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	1	Cooking	0	0	\$0–50
Greaves Hall 1040 E. 530 N., Logan	0	NA	0	0	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Jones Hall 1215 E. 1000 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Living Learning Center 800 E. 600 N., Logan	0	NA	NA	NA	NA	1	Cooking	0	0	\$0–99	0	NA	NA	NA	NA
Lundstrom Hall 1295 E. 1000 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	1	Cooking	0	0	\$0–50
Merrill Hall 1080 E. 560 N., Logan	1	Cooking	0	0	\$0–99	3	Cooking	0	0	\$0–99	0	NA	NA	NA	NA
Moen Hall 1000 E. 530 N., Logan	0	NA	NA	NA	NA	NA	NA	0	0	NA	1	Cooking	0	0	\$0–50
Morgan Hall 1255 E. 1000 N., Logan	0	NA	NA	NA	NA	1	Cooking	0	0	\$0–99	0	NA	NA	NA	NA
Mountain View Tower 700 N. 1050 E., Logan	0	NA	NA	NA	NA	NA	NA	0	0	NA	1	Cooking	0	0	\$0–50

## FIRE STATISTICS IN USU RESIDENTIAL FACILITIES P. 2 | 2020–2022

Canyon Crest 1120 E. 800 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Central Suites 1150 E. 800 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Reeder Hall 1070 E. 530 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Rich Hall 1275 E. 1000 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Richards Hall 700 N. 1050 E., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
San Juan Hall 1359 E. 1000 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	1	Cooking	0	0	\$0–50
Snow Hall 1305 E. 1000 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	1	Cooking	0	0	\$0–50
Summit Hall 1379 E. 1000 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Wasatch Hall 1345 E. 1000 N., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
West Stadium Villa 1200 N. 780 E., Logan	1	Cooking (Case # 20–U848)	NA	NA	\$0–99	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Darwin 655 655 Darwin Ave., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Darwin 685 685 Darwin Ave., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Darwin 695 695 Darwin Ave., Logan	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA

# FIRE STATISTICS IN USU RESIDENTIAL FACILITIES P. 3 | 2020–2022

## USU EASTERN (PRICE) CAMPUS

FIRES, CAUSE, INJURIES, DEATHS, AND \$\$ LOSS															
HOUSING FACILITIES	2020					2021					2022				
	FIRES	CAUSE	INJURIES	DEATHS	\$\$ LOSS	FIRES	CAUSE	INJURIES	DEATHS	\$\$ LOSS	FIRES	CAUSE	INJURIES	DEATHS	\$\$ LOSS
Aaron Jones 590 N. 300 E., Price	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Burtenshaw 500 N. 225 E., Price	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Sessions 505 N. 600 E., Price	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA
Tucker 555 N. 300 E., Price	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA

## USU BLANDING CAMPUS

FIRES, CAUSE, INJURIES, DEATHS, AND \$\$ LOSS															
HOUSING FACILITIES	2020					2021					2022				
	FIRES	CAUSE	INJURIES	DEATHS	\$\$ LOSS	FIRES	CAUSE	INJURIES	DEATHS	\$\$ LOSS	FIRES	CAUSE	INJURIES	DEATHS	\$\$ LOSS
Cedar Mesa Hall 220 S. 700 W. and 200 S. 613 W., Blanding	0	NA	NA	NA	NA	1	Electrical Fan	NA	NA	\$100– 999	0	NA	NA	NA	NA
Monument View Hall 265 S. 650 W., Blanding	0	NA	NA	NA	NA	0	NA	NA	NA	NA	0	NA	NA	NA	NA

# FIRE SAFETY SYSTEMS AND DRILLS IN ON-CAMPUS STUDENT HOUSING P. 1 | 2020–2022

## LOGAN CAMPUS

FIRES, CAUSE, INJURIES, DEATHS, AND \$\$ LOSS						
BUILDING	AUTOMATIC SPRINKLER SYSTEM	24-HOUR MONITORED FIRE ALARM SYSTEM	FIRE EXTINGUISHER	MANUAL PULL STATIONS	SMOKE DETECTORS IN ROOM	NUMBER OF FIRE DRILLS
Aggie Village* 1100 E. 1100 N., Logan			x		x	NA*
Blue Square 1111 N. 800 E., Logan	x	x	x	x	x	7
Bullen Hall 1120 E. 750 N., Logan	x	x	x	x	x	2
Canyon Crest 1120 E. 800 N., Logan	x	x	x	x	x	1^
Davis Hall 1230 E. 1000 N., Logan	x	x	x	x	x	2
Greaves Hall 1040 E. 530 N., Logan	x	x	x	x	x	2
Jones Hall 1215 E. 1000 N., Logan	x	x	x	x	x	2
Living Learning Center 800 E. 600 N., Logan	x	x	x	x	x	12
Merrill Hall 1080 E. 560 N., Logan	x	x	x	x	x	2
Moen Hall 1000 E. 530 N., Logan	x	x	x	x	x	2
Morgan Hall 1255 E. 1000 N., Logan	x	x	x	x	x	2
Mountain View Tower 700 N. 1050 E., Logan	x	x	x	x	x	2
Central Suites 1150 E. 800 N.	x	x	x	x	x	2

# FIRE SAFETY SYSTEMS AND DRILLS IN ON-CAMPUS STUDENT HOUSING P. 2 | 2020–2022

Reeder Hall 1070 E. 530 N., Logan	x	x	x	x	x	2
Rich Hall 1275 E. 1000 N., Logan	x	x	x	x	x	2
Richards Hall 700 N. 1050 E., Logan	x	x	x	x	x	2
San Juan Hall 1359 E. 1000 N., Logan	x	x	x	x	x	1
Snow Hall 1305 E. 1000 N., Logan	x	x	x	x	x	2
Summit Hall 1379 E. 1000 N., Logan	x	x	x	x	x	2
Wasatch Hall 1345 E. 1000 N., Logan	x	x	x	x	x	2
West Stadium Villa 1200 N. 780 E., Logan			x		x	NA*
Darwin 655 655 Darwin Ave., Logan			x		x	NA*
Darwin 685 685 Darwin Ave., Logan			x		x	NA*
Darwin 695 695 Darwin Ave., Logan			x		x	NA*

\* These housing facilities have stand-alone, in-unit smoke detectors, so drills cannot be done.

^ Canyon Crest Suites opened Fall 2022 and only required one fire drill.

# FIRE SAFETY SYSTEMS AND DRILLS IN ON-CAMPUS STUDENT HOUSING P. 3 | 2020–2022

## USU EASTERN (PRICE) CAMPUS

FIRES, CAUSE, INJURIES, DEATHS, AND \$\$ LOSS						
BUILDING	AUTOMATIC SPRINKLER SYSTEM	24-HOUR MONITORED FIRE ALARM SYSTEM	FIRE EXTINGUISHER	MANUAL PULL STATIONS	SMOKE DETECTORS IN ROOM	NUMBER OF FIRE DRILLS
Aaron Jones 590 N. 300 E., Price	x	x	x	x	x	2
Burtenshaw 500 N. 225 E., Price	x	x	x	x	x	2
Sessions 505 N. 600 E., Price		x	x	x	x	2
Tucker 555 N. 300 E., Price		x	x	x	x	2

## USU BLANDING CAMPUS

FIRES, CAUSE, INJURIES, DEATHS, AND \$\$ LOSS						
BUILDING	AUTOMATIC SPRINKLER SYSTEM	24-HOUR MONITORED FIRE ALARM SYSTEM	FIRE EXTINGUISHER	MANUAL PULL STATIONS	SMOKE DETECTORS IN ROOM	NUMBER OF FIRE DRILLS
Cedar Mesa Halls 220 S. 700 W. and 200 S. 613 W., Blanding	x	x	x	x	x	2
Monument View Hall 265 S. 650 W., Blanding	x	x	x	x	x	2





# CAMPUS RESOURCES

<b>Emergencies (at any campus)</b>	911
<b>USU Public Safety non-emergency line</b>	(435) 797-1939
<b>USUEPD (USU Eastern)</b>	(435) 613-5612
<b>USU Fire Marshal (all campuses)</b>	(435) 797-1979
<b>USU Emergency Manager</b>	(435) 797-0807
<b>Division of Student Affairs</b>	(435) 797-1712
<b>SAAVI Office</b>	(435) 797-1510
<b>USU Counseling and Psychological Services (CAPS)</b>	(435) 797-1012
<b>Student Counseling Center (USU Eastern)</b>	(435) 613-5670
<b>Office of Student Conduct</b>	(435) 797-0977
<b>Student Health Center</b>	(435) 797-1660
<b>Student Wellness Services (help with alcohol and substance abuse)</b>	(435) 797-1131
<b>Title IX Coordinator (Office of Equity)</b>	(435) 797-1266
<b>Disability Resource Center</b>	(435) 797-2444
<b>Human Resources Office</b>	(435) 797-0216
<b>USU Psychology Community Clinic</b>	(435) 797-3401
<b>Housing Services</b>	(435) 797-3113

# OFF-CAMPUS RESOURCES

## STATEWIDE

<b>988 Suicide and Crisis Lifeline</b>	988
<b>SafeUT Crisis Chat and Tip Line</b>	(833) 372-3388

## LOGAN

<b>CAPSA (domestic violence shelter and abuse prevention)</b>	(435) 753-2500
<b>Alcoholics Anonymous of Cache Valley</b>	(435) 755-7772
<b>Bear River Substance Abuse Counseling</b>	(435) 792-6500
<b>Alcohol Information and Referral Help Line</b>	(800) 265-7142
<b>Substance Abuse and Mental Health National Helpline</b>	(800) 662-HELP
<b>Bear River Mental Health</b>	(435) 752-0750
<b>Bear River Health Department</b>	(435) 792-6500
<b>The Family Place Family Support Center</b>	(435) 752-8880
<b>Logan City Police Department</b>	(435) 716-9300
<b>Cache County Sheriff's Office</b>	(435) 755-1000
<b>Cache Valley Specialty Hospital (sexual assault forensic exams)</b>	(435) 713-9700
<b>Logan Regional Hospital</b>	(435) 716-1000
<b>Center for Pregnancy Choices</b>	(435) 752-1222
<b>Planned Parenthood</b>	(435) 753-0724
<b>Midtown Community Health Center</b>	(435) 752-7060

## USU EASTERN (PRICE)

<b>Carbon County Victim's Advocate/Victims of Crime Services</b>	(435) 636-3251
<b>Four Corners Community Behavioral Health</b>	(435) 637-2358
<b>Substance Abuse and Mental Health National Helpline</b>	(800) 662-HELP
<b>Price Department of Child &amp; Family Services Office</b>	(435) 636-2360
<b>Colleen Quigley Women's Center</b>	(435) 637-6589



In its programs and activities, including in admissions and employment, Utah State University does not discriminate or tolerate discrimination, including harassment, based on race, color, religion, sex, national origin, age, genetic information, sexual orientation, gender identity or expression, disability, status as a protected veteran, or any other status protected by University policy, Title IX, or any other federal, state, or local law. The following individuals have been designated to handle inquiries regarding the application of Title IX and its implementing regulations and/or USU's non-discrimination policies:

**Executive Director of the Office of Equity**

Matthew Pinner

[discrimination@usu.edu](mailto:discrimination@usu.edu)

Distance Education Rm. 401, (435) 797-1266

**Title IX Coordinator**

Cody Carmichael

[titleix@usu.edu](mailto:titleix@usu.edu)

Distance Education Rm. 404, (435) 797-1266

For further information regarding non-discrimination, please visit [equity.usu.edu](http://equity.usu.edu) or contact:

**U.S. Department of Education,**  
Office of Assistant Secretary for Civil Rights  
(800) 421-3481, [OCR@ed.gov](mailto:OCR@ed.gov)

**U.S. Department of Education**  
Denver Regional Office  
(303) 844-5695, [OCR.Denver@ed.gov](mailto:OCR.Denver@ed.gov)

This report is available in Braille, large print, and audio format upon request.

**Mailing address:** 5100 Old Main Hill, Logan, UT 84322



**UtahStateUniversity**



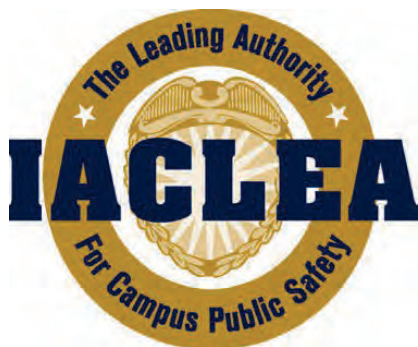


# TABLE OF CONTENTS

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<b>INTRODUCTION</b> .....	<b>4</b>
A MESSAGE FROM THE PRESIDENT, RICHARD “BIFF” WILLIAMS, PHD, ATC.....	
A MESSAGE FROM UT POLICE CHIEF, RON BRIDGE .....	
<b>THE JEANNE CLERY ACT &amp; THE PREPARATION OF THE ASFSR</b> .....	<b>5</b>
<b>CLERY ACT REQUIREMENTS</b> .....	<b>8</b>
<b>DEFINITIONS</b> .....	<b>10</b>
<b>CRIME DEFINITIONS</b> .....	<b>14</b>
<b>DISCLOSURE OF CRIME STATISTICS</b> .....	<b>16</b>
<b>CRIME STATISTICS (CLERY REPORTABLE CRIMES/HATE CRIMES)</b> .....	<b>17</b>
<b>ANNUAL FIRE SAFETY REPORT</b> .....	<b>21</b>
<b>DEPARTMENT OF UNIVERSITY POLICE</b> .....	<b>28</b>
<b>MISSION STATEMENT</b> .....	<b>30</b>
<b>INCIDENT REPORTING AND RESPONSE</b> .....	<b>31</b>
<b>REPORTING CRIMES AND OTHER EMERGENCIES</b> .....	<b>32</b>
<b>CONFIDENTIAL INFORMATION</b> .....	<b>34</b>
<b>PASTORAL/COUNSELOR EXEMPTION</b> .....	<b>36</b>
<b>DAILY CRIME LOG</b> .....	<b>37</b>
<b>EMERGENCY RESPONSE</b> .....	<b>38</b>
<b>EMERGENCY PROCEDURES</b> .....	<b>40</b>
<b>TIMELY WARNINGS</b> .....	<b>41</b>
<b>MISSING PERSON POLICY</b> .....	<b>42</b>
<b>SECURITY, ACCESS, &amp; MAINTENANCE OF CAMPUS FACILITIES</b> .....	<b>43</b>
<b>MAINTENANCE</b> .....	<b>46</b>
<b>ALCOHOL</b> .....	<b>47</b>
<b>ILLEGAL DRUGS</b> .....	<b>49</b>
<b>WEAPONS</b> .....	<b>50</b>

SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING .....	51
REPORTING AN INCIDENT & VICTIM CONFIDENTIALITY .....	106
WHAT TO DO IF YOU HAVE BEEN THE VICTIM OF SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, OR STALKING.....	110
MEDICAL TREATMENT .....	111
FEDERAL CLERY ACT DEFINITIONS AND DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING .....	113
UTAH DEFINITIONS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING .....	114
CONSENT .....	117
RISK REDUCTION WARNING SIGNS OF ABUSE BEHAVIOR AND FUTURE ATTACKS .....	120
POLICIES OR RULES ON ELECTRICAL APPLIANCES, SMOKING, AND OPEN FLAMES IN A STUDENT HOUSING FACILITY .....	121





# INTRODUCTION

## A MESSAGE FROM THE PRESIDENT, RICHARD “BIFF” WILLIAMS, PHD, ATC



Welcome to Utah Tech University! As a member of Trailblazer Nation, your safety is a top priority for us. We know that when our students feel safe and secure, they are better prepared to learn and thrive. That's why we take every measure necessary to keep our campus community protected from crime. Our Utah Tech University Police Department, an accredited body ranked among universities nationwide, is highly qualified and vigilant about campus safety as well as dedicated to ensuring our students have a quality experience on campus.

In addition to Utah Tech Police efforts, we can all play a part in achieving a safe, welcoming, and inclusive educational environment for our entire campus community. Please read the following information to stay aware of campus safety measures and add the police dispatch number, 435-627-4300, to the contacts in your phone so you have it with you at all times if ever needed.

Thank you for your help. Together, we can continue to ensure every day is a great day to be a Trailblazer!

## A MESSAGE FROM UNIVERSITY POLICE CHIEF, RON BRIDGE



University Safety & Risk Management's Utah Tech Police Department is committed to maintaining a safe and secure learning environment for the campus community. The safety and well-being of our Trailblazer Nation requires involvement from the entire community. We ask our community members that if you See Something, Say Something. Through working together, we work to maintain a safe and respectful environment where we live, work, and study. As part of our ongoing commitment to campus safety, Utah Tech Police Department maintains compliance with the Clery Act.

Utah Tech Police Department dedicated staff is committed to providing 24 hours a day, seven days a week, interaction with the campus community and patrolling the surrounding neighborhoods. The police department also provides a self-defense training course to educate and collaborate with UT students, faculty, and staff to help us better protect ourselves.

The Annual Security & Fire Safety Report is comprised of useful statistics, safety services and resources, and key policies and procedures. Thank you for taking the time to review this report and your help in maintaining a campus environment that is safe, respectful, civil, and supportive for all students, faculty, staff, and guests.



# JEANNE CLERY ACT & THE PREPARATION OF THE ASFSR

## THE JEANNE CLERY ACT

The Clery Act was named in memory of Jeanne Clery, a freshman attending Lehigh University. On April 5, 1986, Jeanne was murdered by Joseph Henry, a fellow student that she did not know. Henry entered her residence hall building through a propped open door. That night, Jeanne left her door unlocked for her roommate who had misplaced her key and in the middle of the night, she was awakened by Henry burglarizing her room. Jeanne caught him off guard and he raped and murdered her. It was later revealed that Henry had been out all-night drinking after losing a student election and was out looking to steal; the crime was random. Jeanne's parents were shocked to learn there had been thirty-eight violent crimes on the campus in the three years preceding Jeanne's death. This vital information was not provided to them and could have aided in their decision to send their daughter elsewhere. In 1987, the Clery's began lobbying state legislatures and Congress to require colleges to report campus crimes. In 1990, Congress enacted the Crime Awareness and Campus Security Act. It was later renamed the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, but today it is commonly known as the Clery Act.



Jeanne Clery, Clery Center

The Clery Act requires colleges and universities participating in federal student aid to disclose information about campus crime statistics occurring on Clery geography along with their campus security and safety policies (20 USC § 1092f). The Annual Security Report includes the university's policies concerning campus safety and crime prevention, sexual assault, alcohol and drugs, access to the campus, as well as other important policies and safety information. Compliance with the provisions set forth in this document and specified by the Violence Against Women Reauthorization Act of 2013 does not constitute a violation of section 444 of the General Education Provisions Act (20 USC § 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

The Annual Fire Safety Report is also a requirement of the Higher Education Opportunity Act (PL 110-315) requiring all Institutions of Higher Education who maintain on campus student housing facilities to provide information regarding fire safety practices, standards, statistics for fires that occur in on-campus student housing facilities. This annual report can be published in the Annual Security Report or separately. Utah Tech University includes their Annual Fire Safety Report within the Annual Security Report; thus, the University's report is named Annual Security and Fire Safety Report in compliance with Federal Regulation 34 CFR 668.49.

## PREPARATION OF THE ANNUAL SECURITY & FIRE SAFETY REPORT (ASFSR)

The 2023 Annual Security & Fire Safety Report was compiled and published by the University Clery Compliance Officer from data provided by University Student Housing, the Office for the Dean of Students, Human Resources, the University Police Department, Title IX Office, Athletics Department, Academic Affairs, Student Enrollment, Fire & Life Safety, and Emergency Management. Local law enforcement agencies were contacted based on travel data reported through the online Clery trip tracking form through the University Police Department website. The Clery Compliance Officer contacts all law enforcement agencies for overnight student travel and contacts these agencies by email if one is provided or through U.S. mail to request Clery crime statistics for dates UT students were housed in their jurisdiction. Positive reports collected are submitted to University Police for

classification and are added to the statistics section of the Annual Security Report. University Police is responsible for reviewing police reports and classifying Clery crime statistics for the ASFSR. Title IX works with University Police to identify and report Violence Against Women Act (VAWA) offenses. University Student Housing, the Office for the Dean of Students, Human Resources, the University Police Department, Title IX Office, Athletics Department, Academic Affairs, Student Enrollment, Fire & Life Safety, and Emergency Management classify and maintain their own records for audit trail purposes. The Clery Compliance Officer maintains the audit trail for correspondence requesting Clery crime statistics from local law enforcement agencies.

## DISTRIBUTION

Each year, an email notification is distributed to all current students, faculty, and staff through official University email addresses providing a direct link to the Annual Security & Fire Safety Report (ASFSR) located on the University's website. Prospective employees are notified of the availability of the ASFSR on the "RIGHT TO KNOW" webpage of the Human Resources main webpage [utahtech.edu/right-to-know/](https://utahtech.edu/right-to-know/). Prospective students are notified of the availability of the ASFSR through separate email communication from the Enrollment software system.

### **Printed copies of the ASFSR may be requested by contacting:**

University Police: 435.652.7515

Dean of Students: 435.652.7514

Human Resources: 435.652.7520

Clery Compliance Officer: 435.879.4331

## UNIVERSITY GEOGRAPHY & POLICIES

Utah Tech University's Campus's include the main Dixie campus consisting of 65 buildings spread over 200 acres used by approximately 14,000 students, 600 faculty and 2,000 staff within the City of St. George. This includes Innovation Plaza, Booth Wellness Center, ICL, Taylor Health Science Center, University Inn & University Plaza. Hurricane Education Center is Utah Tech University's separate campus located in Hurricane City, Utah. Other non-campus properties include OC Tanner Amphitheatre, Town of Springdale, Pine Valley Cabin, Town of Pine Valley, and undeveloped property for future campuses in the City of Ivins and Desert Color. Utah Tech University also maintains a lease for classroom space at Kanab High School, Town of Kanab, Water Canyon High School, City of Hilldale, Panguitch High School, Town of Panguitch. In compliance with 34 CFR 668.46(a) "Clery geography," Clery Reportable Crime statistics for leased and non-campus properties are included in the Dixie Campus Crime Statistics. Hurricane Education Center is a separate campus and Clery reportable crime statistics are listed in a separate table. All owned or leased properties must be in compliance with Utah Tech University's policies and procedures which can be found in the University's policy library at [utahtech.edu/policylibrary/](https://utahtech.edu/policylibrary/) and University Safety & Risk Management [safety.utahtech.edu/](https://safety.utahtech.edu/).



# CLERY ACT REQUIREMENTS

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus properties. The statistics must be gathered from University Police, local law enforcement, and other University officials who have “significant responsibility for student and campus activities”:
- Provide “Timely Warning” notices of those crimes that have occurred and pose an “ongoing threat to students and employees”:
- Provide “Emergency Notifications” for dangerous or emergency situations; and
- Disclose in a public crime log any crime that occurred on campus and is reported to the university police.
- Provide survivors of sexual assault, domestic violence, dating violence, and stalking with information on reporting, interim arrangement options, resources, and University disciplinary processes.
- Outline and disclose University policies and procedures within their annual security reports, including those related to disseminating timely warnings and emergency notifications, options for survivors of sexual assault, domestic violence, dating violence, stalking, and campus crime reporting processes.

University Police is required by the Clery Act to report certain types of crimes on an annual basis. As a result, Utah Tech reports all Part 1 Criminal Offenses, as well as Hate Crimes

as required by the Clery Act, for crimes occurring on campus and certain non-campus properties. These crimes include:

- Arrests and disciplinary referrals for violations of weapons, drug, and liquor laws
- Criminal homicide
- Sexual assault, including rape, fondling, incest, and statutory rape
- Stalking
- Domestic violence
- Dating violence
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Hate crimes

The Annual Security and Fire Safety Report (ASFSR) crime statistics are provided below and are also available on the University Police website at [police.utahtech.edu/clery-act/](https://police.utahtech.edu/clery-act/). University Police is responsible for reviewing police reports and classifying Clery crime statistics for the ASFSR. The Clery Compliance Officer collects statistics from local law enforcement agencies and submits these statistics to University Police for classification and recordkeeping for the Annual Security Report.

Members of the Utah Tech University community, prospective employees and students, and their families are encouraged to use this report as a guide for safe practices on and off campus. For a hard copy of this information or alternative formats, please contact the Utah Tech University Police at (435) 652-7515.



## *Annual Security & Fire Safety Report (ASFSR)*

The Clery Act requires those postsecondary institution's participating in the Higher Education Act's Title IV student financial assistance programs and each of their separate campuses to annually publish by October 1, a report containing the campus safety policy statements and Clery Crime statistics for the three most recent calendar years. This annual report is known as the Annual Security Report (ASR). Each campus that maintains an on-campus student housing facility must also publish and distribute an Annual Fire Safety Report by October 1. The AFSR includes the fire statistics and the fire safety policies and procedures for each on-campus student housing facility for the three most recent calendar years. The AFSR may be filed separately or combined with the Annual Security Report. When combined, it must carry the title Annual Security & Fire Safety Report. Utah Tech University has combined both documents for the ASFSR.

## *Campus Security Authority (CSA)*

Individuals at the University who because of their functional role have an obligation to notify the University department responsible for collecting crime information (e.g., the campus police department) of alleged Clery Crimes that are reported to or witnessed by the CSA. CSAs include all members of University Safety & Risk Management, employees who travel with students or have a significant student interaction, members of student government, student leadership involved with student organizations and clubs, faculty and staff mentors, advisors, all athletic employees, front desk attendants, all administrative assistants, and all deans, vice-presidents, and the University President. CSA training is conducted via NEOED for full-time employees and SafeColleges for part-time employees by Human Resources. Volunteers and non-campus workers conducting camps on university property receive CSA training through a video link also provided by Human Resources. CSAs:

- Have responsibility for campus security but who are not employees of a campus police department or campus security department.
- Are specified in the campus ASFSR as an individual to whom students and employees should report criminal offenses; or
- Have significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. The policies and procedures required to be listed in the ASFSR can be found in the Code of Federal Regulations: [Title 34, Section 668.46 \(b, c, q-k\)](#) and [US Code Title 20, Section 1092\(f\)\(1\) and 1092\(f\)\(8\)](#). These policies can also be found in the DOE Handbook for Campus Safety and Security Reporting.

## *Clery Committee*

The mission of the UT Clery Committee is to contribute and review Annual Security & Fire Safety Report content for accuracy and compliance with the Clery Act.

## *Clery Crimes*

The Clery Act requires that certain crimes occurring on campus Clery Geography (as defined below) be tracked and reported annually by the campus each October to the Department of Education and shared with the University Community and prospective employees and students. The following offenses are Clery Crimes:

- Criminal homicide (murder and non-negligent manslaughter and manslaughter by negligence)
- Sex offenses (rape, fondling, incest, and statutory rape)
- Robbery
- Aggravated assault
- Arson
- Burglary
- Motor vehicle theft
- Domestic violence
- Dating violence
- Stalking
- Hate crimes
- Arrests or referrals for disciplinary action for drug abuse, liquor, and or weapons law violations

## *Clery Geography*

The campus geographic areas, as defined by the Clery Act, for which Clery crimes are required to be reported. The geographic categories include the following:

### *On-campus*

Any building or property owned or controlled by the University within the same reasonably contiguous geographic area and used by the University in direct support of, or in a manner related to, the University's educational purposes, including residence halls. Any building or property within or reasonably contiguous to the campus that is owned by the University but controlled by another person, is frequently used by students, and supports institutional purposes, such as a food or other retail vendor.

### *Public Property*

All public properties, including thoroughfares, streets, sidewalks, and parking facilities that are within the campus, or immediately adjacent to and accessible from the campus.

## *Non-campus Property*

Buildings or property that meet the following criteria:

- Owned or controlled by the University and
- Used in direct support of, or in relation to, the University's educational purposes, and
- Frequently used by students, and
- Not within the same reasonably contiguous geographic area of the University campus or
- Any building or properties owned or controlled by a student organization that is officially recognized by the University, or
- Any property outside of the United States if the property otherwise meets the definition of non-campus property described above.

Utah Tech University maintains two campuses. The Dixie campus which is the University's main campus and includes the Taylor Health Sciences Center, both located in St George, Utah and the Hurricane campus located in Hurricane, Utah. The University also owns the O.C. Tanner Amphitheater in Springdale, Pine Valley Cabin in Pine Valley, and undeveloped properties in Ivins and Desert Color. Additionally, the University leases classroom space in Panguitch, Kanab, and Water Canyon. All properties are in Utah.

## *Emergency Notification*

A notification issued by a designated campus official promptly informing the University Community, upon confirmation, of a significant emergency or dangerous situation occurring on the campus involving an immediate threat to the health or safety of the University Community.

## *Emergency Response and Evacuation Procedure Test*

Regularly scheduled drills, exercises, and appropriate follow-through activities designed for assessment and evaluation of emergency plans and capabilities. The campus' procedures to test the emergency response and evacuation procedures are on at least an annual basis and must include Emergency Notification and an evacuation component for a significant portion of the campus.



## ***Hate Crime***

A crime reported to local police agencies or to a CSA that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived:

- Race
- Religion
- Gender
- Gender identity
- Sexual orientation
- Ethnicity
- National origin, and
- Disability

## ***Hate Crime Offenses***

For Clery Act purposes, hate crimes include any of the following offenses that are motivated by bias:

- Murder and non-negligent manslaughter, and manslaughter by negligence
- Sex offenses (rape, fondling, incest, and statutory rape)
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Larceny-theft
- Simple assault
- Intimidation, or
- Destruction/damage/vandalism of property

## ***Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics (Clery Act)***

Also known as the Clery Act, this federal law requires colleges and universities that receive Title IV funding to disclose information about Clery Crimes occurring on Clery Geography and safety related policies.

## ***Licensed Mental Health Counselors***

Individuals whose official responsibilities include providing mental health counseling to members of the University Community and who function within the scope of the counselor's license certification. When acting within the scope of responsibilities, licensed mental health counselors are not CSAs.

## ***Missing Student Notification***

A notification issued to an emergency contact, and or a parent-legal guardian and the local law enforcement agency by a designated campus official when a student who lives in on campus housing has been missing for 24 hours.

## ***Pastoral Counselors***

Individuals associated with and recognized by a religious order or denomination as someone who provides confidential counseling and is functioning with the scope of the recognition. Pastoral Counselors do not have CSA responsibilities.

## ***Safety Notices***

Safety notices are communications to the campus community for crimes that do not occur on UT's Clery geography but are determined to require the awareness of campus for safety purposes, or for situations that are not deemed an emergency or dangerous situation but are determined to require the awareness of campus for notification reasons. Distribution of a Safety Notice is generally by broadcast email by UT Police but could also include text message or social media if determined appropriate.

## ***Timely Warning***

A notification issued by the Campus Police Department to alert the University Community about Clery Crimes occurring within the campus' Clery Geography, which are:

- Reported to, or observed by a CSA; and
- Considered to represent a serious or continuing threat to the University Community.

## ***Uniform Crime Reporting (UCR)***

The Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) program is a nationwide, cooperative statistical effort of nearly 18,000 city, university and college, county, state, tribal, and federal law enforcement agencies voluntarily reporting data on crimes brought to their attention. The UCR program provides definitions of Clery Crimes. The definitions of murder, rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, weapons carrying, possessing, etc., law violations, drug abuse violations, and liquor law violations are from the Summary Reporting System (SRS) User Manual from the FBI's UCR program. The definitions of fondling, incest and statutory rape are from the FBI's National Incident-Based Reporting System (NIBRS) Data Collection Guidelines edition of the UCR. Hate Crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual.



## *Violence Against Women Act (VAWA)*

The Violence Against Women Act was originally signed into law in 1994. Subsequent VAWA amendments to the Clery Act expanded the rights afforded to campus survivors of sexual assault, domestic violence, dating violence, and stalking and created the requirement for the collections of Clery Crime statistics related to those offenses.

# CRIME DEFINITIONS

The Crime Statistics table reflects specific crimes and arrests reported to the sources identified in the Collecting Crime Reports and Statistics Procedures Section. Per the Clery Act, these crimes are classified based on the Federal Bureau of Investigation's (FBI) UCR Handbook. For sex offenses only, the definitions are from the FBI's NIBRS edition of the UCR. Hate crimes are defined according to the FBI's Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection.

Although the law states that institutions must use the UCR for defining and classifying crimes, it does not require Clery Act crime reporting to meet all UCR standards.

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

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

**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. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used.)

**Burglary:** The unlawful entry of a structure to commit a felony or theft. For reporting purposes, this definition includes: unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, safe cracking, and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. For reporting purposes, this definition includes all cases where automobiles are taken by persons not having

lawful access—even if the vehicles are later abandoned (including joyriding).

**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, the personal property of another, etc.

**Hate Crimes:** A criminal offense committed against a person or property, which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on one or more of the following actual or perceived characteristics: race, gender, religion, sexual orientation, ethnicity, disability, gender identity, and national origin. For reporting purposes, hate crimes include any of the following offenses that are motivated by bias: murder and non-negligent manslaughter, sexual offenses (rape, fondling, incest, and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, theft, simple assault, intimidation, or destruction/damage/vandalism of property.

**Illegal Weapons Possession:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Included in this classification are the following: the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons, and attempts to commit any of the above.

**Drug Law Violations:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. This includes the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance, as well as any arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing,

and making of narcotic drugs. Included in this classification are the following: all drugs, without exception, that are illegal under local or state law; and all illegally obtained prescription drugs.

**Liquor Law Violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages-not including driving under the influence and drunkenness. The following are included in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; and drinking on a public conveyance.

**Attempted Crimes:** This report does not differentiate between attempted and completed crimes. For example, an incident involving an attempted forcible rape is counted as a forcible sex offense. The only exception to the rule applies to attempts or assaults to murder when the victim does not die. These incidents are classified as aggravated assaults rather than murders.





# CRIME STATISTICS (CLERY REPORTABLE CRIMES/HATE CRIMES)

## POLICY FOR REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS

The University Police Department and the Title IX Director prepare this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report is prepared in cooperation with local law enforcement agencies.

Campus crime, arrest, and referral statistics include those reported to the University Police, designated campus officials (including but not limited to directors, deans, department heads, advisors to students/student organizations, athletic coaches) and local law enforcement agencies.

## NOTIFICATIONS

Each year, an email notification is made to all current students, faculty, staff and prospective students providing the website to access this report. During the employee interview process, an email is sent to all prospective faculty and staff providing the website to access this report. A copy of the report may be obtained from the Utah Tech University Police Department or by visiting the website [police.utahtech.edu/clery-act/](http://police.utahtech.edu/clery-act/)

## DISCLOSURE OF CRIME STATISTICS

Utah Tech crime statistics include those crimes reported to University Police, Campus Security Authorities and local law enforcement agencies. These statistics may include crimes that have occurred in private residences, including those maintained by university student organizations, and on certain other non-campus property. Each year, an e-mail notification is sent to all enrolled students, faculty and staff that provides the website to access the ASFSR. Prospective students and employees can obtain a copy by visiting Utah Tech Police Department website [police.utahtech.edu](http://police.utahtech.edu). Individuals with disabilities can request the ASFSR in an alternative format by contacting University Police

CLERY REPORTABLE CRIME STATISTICS FOR 2020, 2021, & 2022  
DIXIE CAMPUS

OFFENSE	YEAR	GEOGRAPHICAL LOCATION: DIXIE CAMPUS			
		ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
<b>MURDER/NON-NEGLIGANT MANSLAUGHTER</b>	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
<b>MANSLAUGHTER</b>	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
<b>RAPE</b>	2020	1	1	0	0
	2021	1	1	0	0
	2022	6	5	0	0
<b>FONDLING</b>	2020	1	0	0	0
	2021	1	1	0	0
	2022	6	4	0	0
<b>INCEST</b>	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
<b>STATUTORY RAPE</b>	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
<b>ROBBERY</b>	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
<b>AGGRAVATED ASSAULT</b>	2020	0	0	0	0
	2021	1	0	0	0
	2022	4	3	0	0
<b>BURGLARY</b>	2020	2	0	0	0
	2021	10	4	0	0
	2022	5	3	0	0
<b>MOTOR VEHICLE THEFT</b>	2020	4	0	0	0
	2021	2	0	0	0
	2022	3	0	0	1
<b>ARSON</b>	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0

OFFENSE	YEAR	GEOGRAPHICAL LOCATION: DIXIE CAMPUS			
		ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
<b>ARRESTS - WEAPONS</b> CARRYING, POSSESSING, ETC.	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
<b>DISCIPLINARY REFERRALS</b> WEAPONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
<b>ARRESTS – DRUG ABUSE</b> VIOLATIONS	2020	12	9	3	0
	2021	15	11	0	0
	2022	2	1	0	2
<b>DISCIPLINARY REFERRALS</b> DRUG ABUSE VIOLATIONS	2020	0	0	0	0
	2021	4	4	0	3
	2022	12	11	0	0
<b>ARRESTS – LIQUOR LAW</b> VIOLATIONS	2020	32	31	0	0
	2021	47	45	0	0
	2022	20	16	0	4
<b>DISCIPLINARY REFERRALS</b> LIQUOR LAW VIOLATIONS	2020	0	0	0	0
	2021	19	19	0	0
	2022	34	29	0	2
<b>DOMESTIC VIOLENCE</b>	2020	0	0	0	0
	2021	0	0	0	0
	2022	2	2	0	0
<b>DATING VIOLENCE</b>	2020	0	0	0	0
	2021	2	1	0	0
	2022	1	0	0	0
<b>STALKING</b>	2020	1	0	0	0
	2021	14	3	0	0
	2022	7	0	0	0
<b>HATE CRIMES –</b> SIMPLE ASSAULT, INTIMIDATION, DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	2020	0	0	2	0
	2021	3	1	0	0
	2022	0	0	0	0

(On-Campus Property column also includes statistics listed in On-Campus Student Housing Facilities column.)

CLERY REPORTABLE CRIME STATISTICS FOR 2020, 2021, & 2022  
HURRICANE CAMPUS

OFFENSE	YEAR	GEOGRAPHICAL LOCATION: HURRICANE CAMPUS			
		ON-CAMPUS PROPERTY	NO STUDENT HOUSING	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
<b>MURDER/NON-NEGLIGANT MANSLAUGHTER</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>MANSLAUGHTER</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>RAPE</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>FONDLING</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>INCEST</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>STATUTORY RAPE</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>ROBBERY</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>AGGRAVATED ASSAULT</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>BURGLARY</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>MOTOR VEHICLE THEFT</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>ARSON</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0



OFFENSE	YEAR	GEOGRAPHICAL LOCATION: HURRICANE CAMPUS			
		ON-CAMPUS PROPERTY	NO STUDENT HOUSING	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
<b>ARRESTS - WEAPONS</b> CARRYING, POSSESSING, ETC.	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>DISCIPLINARY REFERRALS</b> WEAPONS	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>ARRESTS – DRUG ABUSE</b> VIOLATIONS	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>DISCIPLINARY REFERRALS</b> DRUG ABUSE VIOLATIONS	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>ARRESTS – LIQUOR LAW</b> VIOLATIONS	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>DISCIPLINARY REFERRALS</b> LIQUOR LAW VIOLATIONS	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>DOMESTIC VIOLENCE</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>DATING VIOLENCE</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>STALKING</b>	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0
<b>HATE CRIMES –</b> SIMPLE ASSAULT, INTIMIDATION, DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	2020	0	N/A	0	0
	2021	0	N/A	0	0
	2022	0	N/A	0	0

# ANNUAL FIRE SAFETY REPORT

Clery Reportable Data for 2020, 2021, & 2022

## PROCEDURES FOR EVACUATION IN CASE OF FIRE

When a building alarm is activated (automatically or manually), Housing and Resident Life staff should:

- Notify residents to evacuate (ensure that individuals with disabilities are aware and receive assistance to evacuate if necessary).
- Call 911 and other Housing/University personnel and be prepared to give specific information regarding self, the building, and the alarm.
- Inform emergency response personnel of any special needs students who may need assistance with evacuating.
- Assist in keeping students in designated evacuation areas until otherwise notified.

If a student hears a fire alarm, or sees smoke/flames in their room/building, they are to leave quickly if it is safe to exit:

- If there is smoke in the room/apartment, keep low to the floor
- Close all the doors as they exit
- Leave the door(s) unlocked
- If possible, and safe to do so, take room/apartment key(s) and ID.

# FIRE SAFETY

## REPORTING ALL FIRES

Housing and Resident Life staff and residents will report all fires to the University Fire Marshal, Fire & Life Safety Officer, or University Police Department. This includes any fire that is extinguished by residents or staff.

## UNIVERSITY FIRE SAFETY

Each campus that maintains an on-campus student housing facility must publish and distribute the Annual Fire Safety Report by October 1. The AFSR includes the fire statistics and the fire safety policies and procedures for each on-campus student housing facility for the three most recent calendar years.

**FIRE SAFETY** is one of the highest priorities at Utah Tech. We take pride in our proactive approach and constant actions to prevent the negative effects of fire. Utah Tech has one certified University Fire Marshal who has been sworn-in by the State of Utah Department of Public Safety's Fire Marshal's Office, and one Fire & Life Safety Officer. They focus on Fire Preventions three E's of fire safety **E**ducation, fire system **E**ngineering's plan review and fire code compliant **E**nforcement.

The UT Fire Marshal is the authority having jurisdiction (AHJ) on fire and life safety code interpretation and compliance for the university. Duties include conducting fire and life safety inspections of alarm and suppression systems, review of special permits and projects – including new construction and renovations of buildings, addressing fire and life safety concerns, public education, and training. As a State of Utah institution of higher learning, Utah Tech University has adopted the International Fire Code.

The purpose of the code is to establish the minimum requirements consistent with nationally recognized good practices for providing a reasonable level of life safety and property protection from hazards of fire, explosion, or dangerous conditions in new and existing buildings, structures, or premises, and to provide safety to fire fighters and emergency responders during emergency operations. Any University representatives or authorized agents who intend to have any of the hereafter special events or projects on campus need to comply with 105 Permit Section of the International Fire Code (IFC).

UT is equipped with state of the art and fire code compliant active and passive fire protection systems (fire alarm detection and notification, fire sprinklers, fire extinguishers, suppression hoods, fire standpipes and pumps) our fire protection systems (fire alarm detection and notification, fire sprinklers, fire extinguishers, suppression hoods, fire standpipes and pumps) our fire prevention programs provide detections, notification, mass communication, occupant protection, containment and extinguishment.

## UNIVERSITY FIRE SAFETY AND TRAINING POLICIES

<https://utahtech.edu/policylibrary/>

Policy 401: Environmental, Occupational Health, & Safety Policy  
<https://utahtech.edu/wp-content/uploads/formidable/193/401-clean.pdf>

Policy 422: Emergency Management Policy  
<https://utahtech.edu/wp-content/uploads/formidable/193/422-clean.pdf>

Information, resources, and fire permit forms can be found on the Fire Marshal & Life Safety website  
<https://safety.utahtech.edu/fire-marshal/>

Fire Safety Education & Training (fire safety, housing evacuation, building evacuation, active shooter, HazCom, BBP, etc.)  
<https://safety.utahtech.edu/training/>

## FIRE DRILL LOG/ FIRE STATISTICS

Housing and Resident Life staff and residents will report all fires to the University Fire Marshal and University Police Department. This includes any fire that is extinguished by residents or staff. All fire incidents can be found in the University Fire Report Log on the Utah Tech University Fire Report at [safety.utahtech.edu](https://safety.utahtech.edu). The Annual Fire Safety Report is published in the Annual Security and Fire Safety Report which is posted to the Fire Marshal, UTPD, and Title IX webpages. The report is also distributed via email to all students and all employees through all email accounts listed in student records and personnel files. The Annual Security and Fire Safety Report is also distributed to prospective students via email communication from Enrollment Management and to prospective employees via email by Human Resources.

# CLERY REPORTABLE STUDENT RESIDENTIAL FACILITY FIRE STATISTICS FOR 2020, 2021, & 2022

The tables below contain a detailed list of statistics for fires that occurred in the Utah Tech University residential facilities over the past three years.

ABBY APARTMENTS					
	# OF FIRES	CAUSE OF FIRE(S)	# OF INJURIES	# OF DEATHS	PROPERTY DAMAGE AMOUNT
2020	0	N/A	0	0	\$0
2021	0	N/A	0	0	\$0
2022	0	N/A	0	0	\$0

CAMPUS VIEW SUITES I					
	# OF FIRES	CAUSE OF FIRE(S)	# OF INJURIES	# OF DEATHS	PROPERTY DAMAGE AMOUNT
2020	2	Cooking fire	0	0	\$0-99
		Cooking fire	0	0	\$0-99
2021	0	N/A	0	0	\$0
2022	0	N/A	0	0	\$0

CAMPUS VIEW SUITES II					
	# OF FIRES	CAUSE OF FIRE(S)	# OF INJURIES	# OF DEATHS	PROPERTY DAMAGE AMOUNT
2020	0	N/A	0	0	\$0
2021	0	N/A	0	0	\$0
2022	0	N/A	0	0	\$0

CHANCELLOR APARTMENTS					
	# OF FIRES	CAUSE OF FIRE(S)	# OF INJURIES	# OF DEATHS	PROPERTY DAMAGE AMOUNT
2020	0	N/A	0	0	\$0
2021	0	N/A	0	0	\$0
2022	0	N/A	0	0	\$0

### TECH VIEW APARTMENTS

	# OF FIRES	CAUSE OF FIRE(S)	# OF INJURIES	# OF DEATHS	PROPERTY DAMAGE AMOUNT
2020	0	N/A	0	0	\$0
2021	0	N/A	0	0	\$0
2022	0	N/A	0	0	\$0

### MORGAN APARTMENTS

	# OF FIRES	CAUSE OF FIRE(S)	# OF INJURIES	# OF DEATHS	PROPERTY DAMAGE AMOUNT
2020	0	N/A	0	0	\$0
2021	0	N/A	0	0	\$0
2022	0	N/A	0	0	\$0

### NISSON TOWERS

	# OF FIRES	CAUSE OF FIRE(S)	# OF INJURIES	# OF DEATHS	PROPERTY DAMAGE AMOUNT
2020	0	N/A	0	0	\$0
2021	0	N/A	0	0	\$0
2022	0	N/A	0	0	\$0

### UNIVERSITY INN

	# OF FIRES	CAUSE OF FIRE(S)	# OF INJURIES	# OF DEATHS	PROPERTY DAMAGE AMOUNT
2020	N/A	N/A	0	0	\$0
2021	N/A	N/A	0	0	\$0
2022	0	N/A	0	0	\$0

## CLERY REPORTABLE STUDENT RESIDENTIAL FACILITY FIRE DRILL LOG FOR 2020, 2021, & 2022

Utah Tech University only maintains student residential facilities on the main campus.

### STUDENT RESIDENTIAL FACILITY FIRE DRILL LOG

# OF DRILLS	ABBY	CAMPUS VIEW SUITES I	CAMPUS VIEW SUITES II	CHANCELLOR	TECH VIEW	MORGAN	NISSON	UNIVERSITY INN
2020	4	4	N/A	4	4	4	4	N/A
2021	3	3	1	3	3	3	3	N/A
2022	4	4	4	3	3	3	3	2

# FACILITY FIRE SAFETY SYSTEM

The following tables contain a detailed list of fire safety systems that are located in Utah Tech University residential facilities over the past three years.

\*All buildings were built according to code at time of construction and have not undergone structural change or alteration.

**Abby Apartments:** These apartments have smoke detectors in each bedroom and in the common areas.

**Campus View Suites I:** These apartments have automatic fire sprinklers and a standpipe system.

**Campus View Suites II:** These apartments have automatic fire sprinklers and a standpipe system.

**Chancellor Apartments:** These apartments have smoke detectors in each bedroom and in the common areas.

**Tech View Apartments:** These apartments have smoke detectors in each bedroom and in the common areas.

**Morgan Apartments:** These apartments have smoke detectors in each bedroom and in the common areas and are family student apartments.

**Nisson Towers:** These dormitory style apartments have monitored smoke detectors in each bedroom. This electronic system automatically calls the fire department and also identifies which smoke detector has issued the alarm. The full system is tested and logged annually, and a record of the alarms is kept electronically. Nisson Towers were vacated in November 2022 and demolition of the dormitory began in January 2023.

**University Inn:** This housing facility was added in December 2022 for Nisson Tower students remaining on campus. This facility will continue to be used as student housing until construction on Campus View Suites III is completed. These dormitory sleep/study rooms have monitored smoke detectors in each bedroom and common area. This electronically calls the fire department and identifies which smoke detector has issued the alarm. The system is tested and logged annually, and a record of the alarms is kept.

FIRE SAFETY SYSTEMS IN UT RESIDENTIAL FACILITIES						
RESIDENTIAL FACILITY	GEOGRAPHICAL LOCATION	EVACUATION PLANS & PLACARDS	FIRE ALARM MONITORING	FIRE EXTINGUISHER DEVICES	*SPRINKLER SYSTEM	SMOKE DETECTION
ABBY APARTMENTS	495 SOUTH 900 EAST	X		X		IN COMMON AREA & EACH BEDROOM
CAMPUS VIEW SUITES I	974 EAST 100 SOUTH	X	X	X	X	IN COMMON AREA & EACH BEDROOM
CAMPUS VIEW SUITES II	180 SOUTH 1000 EAST	X	X	X	X	IN COMMON AREA & EACH BEDROOM
CHANCELLOR APARTMENTS	11 SOUTH 800 EAST	X		X		IN COMMON AREA & EACH BEDROOM
TECH VIEW APARTMENTS	68 SOUTH 800 EAST	X		X		IN COMMON AREA & EACH BEDROOM
MORGAN APARTMENTS	660 SOUTH 800 EAST	X		X		IN COMMON AREA & EACH BEDROOM
NISSON TOWERS	974 EAST 100 SOUTH	X	X	X		IN COMMON AREA & EACH BEDROOM
UNIVERSITY INN	123 EAST 100 SOUTH	X	X	X		IN COMMON AREA & EACH BEDROOM

## PROHIBITED ITEMS IN STUDENT HOUSING FACILITIES

The following list of policies address portable electrical appliances, smoking, and open flames in UT student housing facilities:

**Fire Hazard:** Open flames, candles/incense (even if not lit), fuel and/or lighter fluid are not permitted in On-Campus Housing. Halogen/lava lamps, candle warmers, and/or extension cords are not allowed. Reporting a false fire alarm, including setting off a fire alarm when there is no threat of fire, or tampering with fire safety equipment/devices, including smoke/heat detectors is a violation of the law and University policy and will be enforced.

**Dangerous Items:** Firearms, ammunition, fireworks, incendiaries, combustible fuel or material (e.g., propane, kerosene, etc.), hazardous/dangerous chemicals, explosives, or other potentially dangerous weapons/ items are prohibited, unless otherwise authorized by law. The Housing Office reserves the right to determine if an item is dangerous.

**Smoking/Tobacco:** As per University Policy 156, all forms of smoking are prohibited on campus (including On-Campus Housing), such as tobacco cigarettes, electronic cigarettes (e-cigarettes), and other vaporizing devices designed to function like electronic cigarettes or cigars. Oral or smokeless tobacco, also known as dip, chew, snuff, or snus, in any form, and nasal tobacco are also prohibited on campus (including On-Campus Housing). The use, sale, distribution, or advertising of any regulated or unregulated item containing tobacco, tobacco products, or tobacco flavoring is prohibited on campus (including On-Campus Housing). In addition, products intended to mimic tobacco, containing tobacco flavoring, or intended to deliver nicotine are prohibited. Individuals and/or groups wishing to engage in Native American Cultural Tobacco Use on campus must follow the procedures listed in University Policy 156.

**Prohibited Items:** Appliances or devices with heating elements (e.g., hot plates, toaster/toaster ovens, coffee makers, grills, rice cookers, woks, etc.) that do not have automatic shutoff features are prohibited. Small countertop appliances, with automatic shut-off features that are engaged at all times, are only allowed in units with kitchens, but are prohibited in bedrooms. Extension cords are not allowed in student housing facilities. Grounded power strips with overload shut-off capabilities are allowed but must be plugged directly into an outlet (chaining of extension cords or power strips is prohibited). Electric heaters and personal air conditioners are not permitted.



# CURRENT & FUTURE IMPROVEMENTS IN FIRE SAFETY

Daily, the UT fire alarm detection system is monitored onsite and through the alarm monitoring company to mitigate alerts within the system. This includes: smoke detectors, heat detectors, duct detectors, pull stations, and A/V systems. When the Utah Tech fire alarm detection system is activated, it notifies the monitoring company who notifies Washington County dispatch which dispatches St. George Fire Department (SGFD) and UT Police to the fire alarm / Incident location. The alarm company will notify two (Fire Marshal/designee, Power Plant/designee) Emergency Response Team (ERT) members for response. For adequate response additional authorized ERT may also monitor, be notified, or respond. UT has established an Enterprise Risk Management, Health & Safety Committee which meets quarterly to promote a safe campus environment for all students, faculty, staff, and visitors to the campus. All are encouraged to send campus safety concerns to the incident/injury/hazards report at <https://humanresources.utahtech.edu/incident-injury-report/> or to Josh Thayn, Executive Director (Chief Safety & Risk Officer), University Safety & Risk Management at [josh.thayn@utahtech.edu](mailto:josh.thayn@utahtech.edu).

Annually, UT fire alarm detection system is inspected as required, this includes fire extinguishers, sprinkler systems, hood systems, and pumps. In addition, Resident Assistants (RAs) and Resident Managers (RMs) participate in a fire extinguisher training exercise during the Fall staff training. RA's discuss fire safety with all residents each semester during their community meetings. The Residents Life Handbook <https://housing.utahtech.edu/resident-life-handbook/> provides residents polices and instructions regarding fire safety. All UT colleges, departments, and student clubs interested in fire and life safety training are encouraged to contact University Safety & Risk Management at 435-652-7855 to schedule training for their group.

## UNIVERSITY FIRE SAFETY AND TRAINING POLICIES

Additional University Policies can be found at: [utahtech.edu/policylibrary](https://utahtech.edu/policylibrary)

Policy 401: Environmental, Occupational Health, and Safety Policy

Policy 422: Emergency Management Policy





# UTAH TECH UNIVERSITY POLICE DEPARTMENT

The Utah Tech University's Police Department provides law enforcement and security services to the UT community. UT's Police Department is responsible for all criminal case investigations that occur on university property. Police officers respond to calls for service through our county wide dispatch center. In addition to handling emergencies and other calls for service, officers enforce all of Utah's criminal and traffic laws. Officers also respond to building alarms, provide executive protection, maintain security at many special events, and provide many other services to our UT community.

Utah Tech University Police Department (UTPD) is an authorized police agency established by Utah Code Annotated (UCA) § 53B-3-105, which states that UT Police officers "have all the powers possessed by policemen in cities and by sheriffs, including the power to make arrests on view or on warrant of violation of state statutes and city or county ordinances and also have the power to enforce all rules and regulations promulgated by the board as related to the institution." UCS § 53-13-102 adds that UT Police officers are "sworn and certified peace officers whose primary and principal duties consist of the prevention and detention of crime and the enforcement of criminal statutes or ordinances." UT Police officers are also tasked with enforcing University policies.

Utah Tech University Police Department works collaboratively with all local law enforcement agencies in the city, county, and state. UTPD collaborates primarily with St. George City Police Department, with a written document that provides an understanding of additional police resources, policies, dispatch, and trainings, and allows smooth inter agency service between the departments.

UTPD also works in partnership with many federal agencies, which include the Federal Bureau of Investigation, Homeland Security Investigations, Drug Enforcement Agency, US Marshal's Office, and many others. Utah Tech University Police Department utilizes computer systems and software that links all local, state, and federal records, allowing access to criminal histories, wanted persons, vehicle, and driver's license records, and NCIC databases. UTPD does not have a written Memorandum of Understanding (MOU) with collaborating agencies in Washington County.

Utah Tech University Police Department policy mandates all UTPD officers attend and complete the Utah SB200 Advanced Sexual Assault Training, which teaches specific procedures in response to sexual assault cases. Currently, all nine officers have attended and completed this course. In addition, UTPD provides victim services with a dedicated victim advocate within the police department. This advocate provides resources to sexual assault victims, provides awareness training, and works closely with the Title IX office on all sexual assault cases reported. UTPD has recently added a Soft Interview Room within the police department. This provides a comfortable, safe space for victims/survivors of sexual assault to come forward.

Utah Tech University Police Department will continue fostering positive relationships and providing excellence in service to our UT community. Your suggestions and ideas are encouraged and welcomed as we work together to make Utah Tech University even better. Please visit our website, visit in person, write to the addresses listed below, or contact us at the number below:

Emergency: 911

Police Dispatch: 435-627-4300 (For all requests for police)

UTPD Records/Services/Resources: 435-652-7575

Website: [police.utahtech.edu/](http://police.utahtech.edu/)

Utah Tech University Department of Public Safety (UTPD)

225 South University Avenue St. George, Utah 84770



We will aspire to be a leader in policing, a model for character, innovation, and service. We will strive to protect our diverse and dynamic university community and will work in partnership with students, staff, faculty, and the community, to promote public safety, reduce crime, and improve the overall quality of life enjoyed by all at Utah Tech University. We will professionally execute our role as law enforcement officers and public servants with fairness, integrity, compassion, and respect for the rights of all individuals. Together, we will resolve to develop a creative, forward-thinking workforce, dedicated to raising our level of excellence to meet the challenges of tomorrow.

We will work diligently and tirelessly to continually improve ourselves. Partnerships and collaboration will be the primary themes of building a new strategic plan for our police department. This plan will serve as a living document through which we will both establish and prioritize the goals and objectives of our organization and will also assist us in overcoming the challenges that we currently face. Ultimately, this plan will serve as our road map to the future by focusing us on those things that unify our efforts in fulfilling our mission and achieving our vision.

We will work together as an organization and be ever cognizant that our effort to improve public safety and the quality of life for all at Utah Tech University is our top priority. We will be undeterred in serving with the highest degree of professionalism, accountability, and fairness. We will maximize the effectiveness and efficiency of our organization through strategic alignment of our resources in a manner that best achieves our mission.



# MISSION STATEMENT

The mission of the Utah Tech University Police Department is to work in partnership with students, staff, faculty, and our community, to protect life and property, serve our community, and enhance the quality of life for all at UT. Members of this Police Department commit themselves in the following core tenets:

- Protecting Life and Safety
- Preventing Crime
- Reducing the Fear of Crime
- Bringing Offenders to Justice
- Maintaining Public Accountability

# INCIDENT REPORTING AND RESPONSE

UT employees are required to report campus crimes they witness and/or of which they have knowledge. Victims, witnesses, and any member of the UT community may make reports on a voluntary confidential basis and request that the information remain confidential. The UT Police officer will comply with the request to keep the reporter's identity confidential to the extent allowed by law. Reporting the crime may provide information that helps keep the UT campus safe, provide accurate records of the number of on-campus incidents, contribute to determining if there is a pattern of crime, and alert the University community to potential dangers. Reports of crimes filed with a request for confidentiality are included in the Daily Crime Log and the Annual Security Report (ASFSR). Any criminal offense or suspected criminal activity should be reported directly to University Police by telephone at 911, 435-627-4300, or in person. Campus elevators are also equipped with emergency phones. You can review the entire Campus Safety and Security policy here : <https://utahtech.edu/wp-content/uploads/formidable/193/423-clean.pdf>

University Police will respond as quickly as possible to any request for assistance. Response time is based on current activity and severity of the call. Crimes in progress, alarms,

traffic accidents with injuries and medical assists have higher priority than other types of calls.

We cannot overemphasize the importance of prompt and accurate crime reports, no matter when it occurs. If a crime is not promptly reported, evidence can be destroyed or the potential to apprehend the suspect minimized by the delay. Without timely and accurate reports, leads could be overlooked and investigations misguided. If you witness a crime or emergency, promptly report it to University Police and be prepared to answer questions as accurately as you can. The subsequent investigation can only be as thorough as the information received. If you are the victim of a crime, have seen or received information of criminal activity, or witnessed an emergency situation, please contact University Police immediately.



# REPORTING CRIMES AND OTHER EMERGENCIES

In case of an emergency, call 911. All members of the UT campus community are asked to promptly report any criminal or suspicious activity, any emergency or potential emergency, or any dangerous situation as accurately and promptly as possible to UT Police, other local law enforcement, or a campus security authority.

Police Dispatch: 435-627-4300

Utah Tech University Police Records: 435-652-7575

Emergency Services: 911

At least once each year, UT students and employees will receive notification of the process for reporting crimes and crime prevention measures, including practices to encourage students and employees to be responsible for their own safety and the safety of others in the Annual Security Report (ASFSR).

UT employees are required to report campus crimes they witness and/or of which they have knowledge.

Members of the UT community can make a report of a crime and request that it remain confidential. The UT Police officer will comply with the request to keep the reporter's identity confidential to the extent allowed by law. Reporting the crime may provide information that helps keep the UT campus safe, provide accurate records of the number of on-campus incidents, contribute to determining if there is a pattern of crime, and alert the University community to potential dangers. Reports of crimes filed with a request for confidentiality are included in the Daily Crime Log and ASFSR.

Crimes that would be included in the ASFSR report but are reported in the context of privileged or confidential information to an employee working as a licensed mental health counselor or a pastoral counselor are exempt from the employee reporting requirement. Crimes in that manner are not subject to the timely warning requirement if the licensed mental health counselor or pastoral counselor was acting in a professional

counseling capacity and the information was offered in the context of privileged (confidential) communication. Professional mental health and pastoral counselors are encouraged to exercise reasonable care to protect a foreseeable victim from danger and to urge the individual being counseled to report the crime to a law enforcement agency.

A crime is considered as having been officially reported to the institution when it is brought to the attention of an individual or organization designated as a Campus Security Authorities (CSA's) according to the standards of the Clery Act or when it has been reported to local law enforcement.

Campus Security Authorities include but are not limited to the following individuals and organizations:

- Campus Police Officers
- Student Housing Director
- Residential Managers and Resident Assistants
- Student Conduct Committee
- Dean of Students
- Athletics Director
- All Athletic Coaches
- Athletic Trainers
- Faculty Advisors to Student Groups
- Health and Counseling Center Director
- Title IX Director
- Ombuds
- Human Resources Executive Director
- General Council
- Risk Manager
- Study Abroad Coordinators
- Internal Auditor
- Any individual (or organization) having responsibility for campus security but not constituting or a member of the campus police department.
- Any individual to whom or any organization to which students and/or employees may report crimes.
- Any official to the institution who has significant responsibility for student and campus activities.

All Crimes that must be reported under the Clery Act must be evaluated on a case-by-case basis to determine whether a timely warning is appropriate. Information used to decide whether a timely warning is appropriate includes but is not limited to the nature of the crime, location of the crime, frequency of the offense, likelihood for additional occurrence(s), continuing danger to the University community, and risk of compromising law enforcement efforts to resolve the case in a timely manner. A timely warning may be issued for a non-Clery Act crime when warranted.

For off-campus offenses, we encourage prompt reporting to the St. George Police or the Washington County Sheriff's Office.

Police Dispatch: 435-627-4300

St. George Police Department: 265 N 200 E., St. George, UT 84770

Washington County Sheriff's Office: 620 S. 5300 W., Hurricane, UT 84737.





# CONFIDENTIAL INFORMATION

The fact that you may have important safety and crime related information may not automatically require a formal, official, or immediate response. If you wish to report something in confidence, we urge you to meet privately with the Chief of Police and request that the information be kept confidential. You may also report the information through a reliable third party (i.e., housing director, Health and Counseling Center, faculty, coach, etc.). You may also maintain confidentiality by reporting a crime through the UT Silent Whistleblower Hotline which can be found at <https://utahtech.edu/report-a-concern/>







# PASTORAL/COUNSELOR EXEMPTION

Crimes that would be included in the ASFSR report but are reported in the context of privileged or confidential information to an employee working as a licensed mental health counselor or a pastoral counselor are exempt from the employee reporting requirement. Crimes in that manner are not subject to the timely warning requirement if the licensed mental health counselor or pastoral counselor was acting in a professional counseling capacity and the information was offered in the context of privileged (confidential) communication. Professional mental health and pastoral counselors are encouraged to exercise reasonable care to protect foreseeable victims from danger and to urge the individual being counseled to report the crime to a law enforcement agency.

## STUDENT ORGANIZATIONS OFF CAMPUS

Utah Tech University does not endorse, support, or recognize, any student life related fraternities, sororities, or Greek Life, organizations.



# DAILY CRIME LOG

UT Police are required to maintain a Daily Crime Log of all crimes committed on campus that are reported to UT police. Data is entered as soon as possible after a crime is reported, including third hand reports. Entering data in the log does not mean an investigation must be performed. The Daily Crime Log for the previous 60 days is available for public inspection at the UT Police office during regular business hours. It is also available for viewing on the Police web page here:

[police.utahtech.edu/resources-2/crime-log/](https://police.utahtech.edu/resources-2/crime-log/). 60-Day Crime Log Portions of the Daily Crime Log older than 60 days are made available within two (2) business days.

# EMERGENCY RESPONSE

Employees and students are instructed to call 911 if they become aware of an emergency or dangerous situation. Utah Tech University employs an extensive Emergency Alert System (EAS). The system allows for quick emergency notifications and instructions to be made to the campus community via the University website, email messages, cellular and landline telephones, text messages, digital bulletin boards throughout campus, and alerts pushed to campus computers. With the possible future adaptation to encompass an outdoor public address system.

Alerts can be issued to a specific segment of the campus community or to a specific category of devices as warranted. UT encourages everyone to listen and adhere to Utah Tech alert messages, know emergency procedures, and follow the direction of employees and emergency personnel. All students and employees are urged and responsible to update their emergency contact information in the My UT Banner System.

The Utah Tech Safe App enhances the institutions' ability to inform and support a safe campus environment for students, faculty, staff, and visitors. This tool is an innovative way to get safety and emergency resources into the palms of our Trailblazer community. It also allows us to add dynamic features and customize them to fit the growing needs of the University.

Timely warnings and emergency notifications these campuses are covered by the same standard multiple-modality Emergency Alert System (EAS) and Utah Tech SAFE App powered by Motorola's App Armor application. Along with local law enforcement and emergency services collaboration, missing student notifications can also be sent out utilizing the EAS. The Daily Crime and Fire Incident Report Logs are managed by the Department of University Safety & Risk Management and posted at <https://safety.utahtech.edu/data-information/>.

Emergency notifications are issued when there is a significant emergency or a dangerous situation occurring on the UT campus that involves an immediate threat endangering the health or safety of students or employees.

Emergency and dangerous situations may include but are not limited to fire, earthquake, flood, building collapse, weather-related situations, power outages, water emergencies, threat of violent crimes, situations where the identity or locations of a suspect is not known, Clery Act crimes, and crimes not covered under the Clery Act.

Containing an emergency is the first priority, but the next priority is notifying the campus community. An emergency notification will be issued without delay, taking into account the safety of the campus community.

The only exceptions are if issuing an emergency notification would compromise efforts to assist a victim or to contain or respond to the emergency, or otherwise mitigate the response to the emergency.

The Emergency Alert Team (ERT), led by the Chief Safety Officer, is comprised of the following positions, and others as appropriate: Chief of Police, Risk Manager, Emergency Manager, Assistant Vice President of Facilities Management, and Fire Safety Officer. Determinations about emergency notifications are made in the professional judgment of responsible authorities with emergency response expertise. In evaluating emergency situations, the following criteria will be applied to determine if an emergency notification should be issued and to whom it would be issued: the nature of the threat, the mitigations that emergency notification might provide, and whether emergency notification would compromise law enforcement or other efforts to resolve the emergency.

At least once each year, and usually twice a year, UT conducts an announced or unannounced test of the emergency alert system and plan in the form of a scheduled drill or exercise with appropriate after-action reports to evaluate emergency plans and capabilities. A response to an actual emergency cannot substitute for the test. The department of University Safety & Risk Management documents each year's annual test and audit trail for seven (7) years. On April 21, 2022, UT conducted an announced test of the emergency alert system campus wide. On September 7, 2022, UT conducted an unannounced test of the emergency systems campus wide.

Updating your information in the University's myUT Banner system is vital. Contact information for the UtahTech Emergency Alert System is automatically updated nightly. Contact information for the Utah Tech Emergency Alert System will ONLY be used for campus emergency notification and will NOT be made available to any other service. This information is also available at the bottom of the Homepage under the heading "Emergency Information."

**Steps to login and update your cell phone information:**

1. Go to my UT portal
2. Login with your Digital ID and password
3. Once logged in, click on "Personal Information"
4. Add or Update your cell phone number under the "Phone Number" section. Make sure you select "Cell Phone" as the phone type and mark it as your Primary number.
5. Add or Update your addresses under the "Address" section. Make sure your information is correct for both a Permanent Address and a Local Address.

Emergencies and disasters can happen to anyone, anywhere, and at any time. It is critical that students, faculty, and staff be well prepared and trained in the case of these events. The University encourages everyone to be self-preserving with water, food, and emergency supplies for at least three (3) days.

Please review and be familiar with the UT Emergency Operation Plan which can be found at [safety.utahtech.edu/emergency/](https://safety.utahtech.edu/emergency/)

Emergency response and evacuation procedures are standardized through the campuses and local emergency dispatch center and the closest police/fire/EMS unit(s) priority dispatched to respond based on the priority details of the call. The incident is then managed based on the first arriving first responder unit with NIMS/ICS and the support of call-back university personnel as needed.



# EMERGENCY PROCEDURES

## UNIVERSITY EMERGENCY PROCEDURES

University emergency procedures are standardized for consistency across all campuses and are reviewed and updated annually. Emergency procedures and Emergency procedure posters can be found on the Emergency Management webpage or by following the links below.

Emergency Management webpage:  
[safety.utahtech.edu/emergency/](https://safety.utahtech.edu/emergency/)

Emergency Procedures: [safety.utahtech.edu/wp-content/uploads/sites/48/2022/12/UT-emergency\\_procedures-7.23.2022.pdf](https://safety.utahtech.edu/wp-content/uploads/sites/48/2022/12/UT-emergency_procedures-7.23.2022.pdf).

Emergency Procedures Posters: [safety.utahtech.edu/wp-content/uploads/sites/48/2022/09/POSTER-Emergency\\_Procedures\\_Final.jpg](https://safety.utahtech.edu/wp-content/uploads/sites/48/2022/09/POSTER-Emergency_Procedures_Final.jpg).

## EVACUATION OF BUILDINGS

Stay Calm and EVACUATE when:

1. You are alerted of a fire and/ or life safety emergency, immediately stop what you are doing and exit the building.
2. The fire alarm is activated, or you are notified to do so by emergency or authorized personnel. While leaving take note of any hazards and any remaining occupants.
3. Walk swiftly and assist anyone who appears to need direction or assistance.
4. Take with you ONLY essential personal items (wallet, keys, etc.). DO NOT USE ELEVATORS.
5. Shut all doors behind you but do not lock them. Closed doors can slow the spread of fire, smoke and water. Notify emergency personnel if you suspect someone may be trapped or in refuge.
6. Once outside, proceed directly to the building evacuation site (See Evacuation Site Map) for accountability. Keep streets and walkways clear for emergency vehicles and personnel.
7. Do not return to the evacuated building unless directed to do so by Utah Tech University Emergency personnel.

## SHELTER IN PLACE/ LOCKDOWN

The University is committed to getting accurate emergency alerts and information to members of the community as soon as possible. However, in the first minutes of an emergency, you may need to make an immediate decision to “shelter in place” on premises or “lockdown”, confined to a locked room or area. You should understand and plan for both possibilities. Use common sense and available information, including what you are learning here, to determine if there is immediate danger. Whether you are at home, work or elsewhere, there may be situations when it’s best to stay where you are and avoid any rapidly changing or unknown situation outside. There are other circumstances when staying put and creating a barrier between yourself and potential danger is a matter of survival. Use available information to assess the situation.

Depending on the circumstances, when the University issues a campus alert calling for a lockdown or to shelter in place, you should:

Move into or stay inside the nearest building.

Go into an interior room or office with few windows, if possible.

Close all windows and doors and, if possible, turn off ventilation systems (including air conditioning and heat, bathroom, and kitchen exhaust fans).

If the door has a window, cover it.

Stay away from windows and doors.

If you can, take your emergency supply kit with you unless you have reason to believe it has been contaminated.

Remain in place until notified by authorized or emergency personnel (Building Coordinators or the University Emergency Response Team.)

# TIMELY WARNINGS

Timely warnings are issued in response to the specific crimes covered by the Clery Act, which include but are not limited to, offenses such as criminal homicide, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, and hate crimes that presents an ongoing threat to student and employee safety or a threat that may be repeated. The purpose of a timely warning is to enable people to protect themselves.

A timely warning is issued by UT police in response to a serious or continuing threat to a Clery Act crime that is endangering the health or safety of UT students and/or employees. Under extraordinary circumstances, a timely warning can be issued at the direction of the President or any Vice-President.

Clery Act crimes that occur on-campus, on public property immediately accessible to campus, or at UT premises outside the immediate campus must be evaluated for a possible timely warning.

All crimes that must be reported under the Clery Act must be evaluated on a case-by-case basis to determine whether a timely warning is appropriate. Information used to decide whether a timely warning is appropriate includes but is not limited to the nature of the crime, location of the crime, frequency of the offense, likelihood for additional occurrences, continued danger to the University community, and risk of compromising law enforcement efforts to resolve the case in a timely manner. A timely warning may be issued for a non-Clery Act crime when warranted. An institution is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

Timely warnings are sent out to the UT community via the Emergency Alert System (EAS) system, which encompasses an outdoor public address system, the University website, email messages, cellular and landline telephones calls, text messages, digital bulletin boards throughout campus, and alerts pushed to campus computers.



# MISSING PERSON POLICY

The Housing and Resident Life Department maintains written, step-by-step procedures to be followed in the event a student residing in on-campus housing is reported as missing. The intent of a missing student notification process is to minimize confusion and potential delays and delineate responsibilities.

When a student applies for on-campus housing at UT, the student is given the opportunity to designate a confidential emergency contact who will advocate for the student if the student is missing. The emergency contact can be anyone of the student's choosing; the emergency contact does not have to be a relative. By law, the emergency contact individual's identity and contact information will be kept confidential, accessible only to University personnel, and will only be disclosed to law enforcement officers conducting a missing person investigation.

Emergency contact data is kept confidential in a secure database according to UT IT guidelines. Access is limited to trained and authorized Housing and Resident Life employees. Students who reside in on-campus housing must be informed of the legal requirement for UT to refer missing student reports to law enforcement, and, if the student is under age 18, to inform the student's custodial parent or guardian unless the student is emancipated.

All members of the campus community are encouraged to report as missing any student residing in on-campus housing who they believe has been missing for any amount of time.

A report of a missing student who resides in on-campus housing can be submitted to:

**any resident assistant,**

**any resident manager**

**any Housing and Resident Life staff member**

**Campus Police via Police Dispatch: 435-627-4300**

Any staff member other than the Director will inform the Director of Housing and Resident Life at the same time. The Director or his/her designee will refer the missing student report to either UT Police or the appropriate law enforcement agency **immediately** upon receiving that information.

The Director or his/her designee is required by law to notify a custodial parent or guardian of a non-emancipated student under 18-years of age within 24 hours of the determination that the student is missing. If the missing student has designated a contact person, the Director or his/her designee will notify the contact person that the student is missing within 24 hours of the determination that the student is missing.

Notification procedures can begin earlier than 24 hours if it is determined that the student is missing.



# SECURITY, ACCESS, & MAINTENANCE OF CAMPUS FACILITIES

Outside of normal business hours, access to campus facilities varies. The corresponding dean, director, or department head is responsible for determining access to the facilities under their control. It is unlawful for any person to trespass on the grounds of any State of Utah institution of higher education or to damage or deface any of the buildings, statues, monuments, memorials, trees, shrubs, grasses, or flowers on the grounds of such institutions.

During business hours, most UT academic and administrative buildings and facilities are open to the public. A significant exception are the resident halls. Each UT resident room and apartment has individually keyed exterior access doors. Residents are trained on the importance of keeping their doors locked when they are both present and absent from the residence. In the event that a resident's room or apartment is deemed unsecure or unsafe, UT Facilities Management makes repairs, replaces locks, or performs other maintenance as soon as possible. All UT buildings are locked at the close of business or following the last class or activity in the evening.

The University Police Department conducts patrols throughout campus on a regular basis. These patrols include the campus residential facilities which are staffed with live-in Resident Assistants who maintain rotating on-call schedules whenever students are living in the residence halls.

The following is a detailed list of security measures for each UT housing property:

## ABBY APARTMENTS

- **Residents access their apartments directly from the outside; there are no interior hallways for this facility**
- **Exterior lighting is censored and activates at night**
- **The laundry room has motion-censored lighting and keycard access.**
- **There are surveillance cameras around the buildings**

## and in the laundry room

- **There is an on-site manager and resident assistants.**
- **Resident Assistants and the manager are trained on emergency procedures; the University Fire Marshal and Public Safety Department help facilitate these trainings.**
- **Resident assistants perform nightly rounds.**
- **Resident Assistants hold community meetings each semester to discuss rules, safety tips and procedures.**
- **Residents have access to a handbook that discusses rules, safety tips and procedures.**
- **Residents are given an after-hours phone number to call if issues or concerns arise in addition to St. George Dispatch and 911.**
- **The manager and resident assistants are part of an “on-call” daily rotation throughout the year.**

## CAMPUS VIEW SUITES

- **The building entry doors are locked between 5PM and 8AM and on weekends. Staff man the front desk and monitor the entrances when the building is open.**
- **Surveillance cameras are throughout the building.**
- **There is an on-site manager and resident assistants.**
- **Resident assistants and the manager are trained on emergency procedures; the University Fire Marshal and Public Safety Department help facilitate these trainings.**
- **The resident assistants perform nightly rounds.**
- **Resident Assistants hold community meetings each semester to discuss rules, safety tips and procedures.**
- **Residents have access to a handbook that discusses rules, safety tips and procedures.**
- **Residents are given an after-hours phone number to call if issues or concerns arise in addition to St. George Dispatch and 911.**
- **The manager and resident assistants are part of an “on-call” daily rotation throughout the year.**



## **CAMPUS VIEW SUITES 2**

- The building entry doors are locked between 5PM and 8AM and on weekends. Staff man the front desk and monitor the entrances when the building is open.
- Surveillance cameras are throughout the building.
- There is an on-site manager and resident assistants.
- Resident assistants and the manager are trained on emergency procedures; the University Fire Marshal and Public Safety Department help facilitate these trainings.
- The resident assistants perform nightly rounds.
- Resident Assistants hold community meetings each semester to discuss rules, safety tips and procedures.
- Residents have access to a handbook that discusses rules, safety tips and procedures.
- Residents are given an after-hours phone number to call if issues or concerns arise in addition to St. George Dispatch and 911.
- The manager and resident assistants are part of an “on-call” daily rotation throughout the year.

## **CHANCELLOR APARTMENTS**

- Residents access their apartments directly from the outside; there are no interior hallways for this facility.
- There are surveillance cameras around the building.
- Exterior lighting is censored and activates at night.
- There is an on-site resident assistant.
- There is an off-site resident manager who supervises the resident assistant.
- Resident Assistant and the manager are trained on emergency procedures; the University Fire Marshal and Public Safety Department help facilitate these trainings.
- Resident assistants perform nightly rounds.
- Resident Assistants hold community meetings each semester to discuss rules, safety tips and procedures.
- Residents have access to a handbook that discusses rules, safety tips and procedures.

- Residents are given an after-hours phone number to call if issues or concerns arise in addition to St. George Dispatch and 911.
- The manager and resident assistants are part of an “on-call” daily rotation throughout the year.

## **TECH VIEW APARTMENTS**

- Residents access their apartments directly from the outside; there are no interior hallways for this facility.
- Exterior lighting is censored and activates at night.
- There is an off-site resident manager.
- The manager is trained on emergency procedures; the University Fire Marshal and Public Safety Department help facilitate these trainings.
- Residents are given an after-hours phone number to call if issues or concerns arise in addition to St. George Dispatch and 911.
- The manager is part of an “on-call” daily rotation throughout the year.

## **MORGAN APARTMENTS**

- Residents access their apartments directly from the outside; there are no interior hallways for this facility.
- Exterior lighting is censored and activates at night.
- There is an off-site resident manager.
- The manager is trained on emergency procedures; the University Fire Marshal and Public Safety Department help facilitate these trainings.
- Residents are given an after-hours phone number to call if issues or concerns arise in addition to St. George Dispatch and 911.
- The manager is part of an “on-call” daily rotation throughout the year.



#### **NISSON TOWERS**

- Residents access their apartments directly from the outside; there are no interior hallways for this facility.
- Exterior lighting is censored and activates at night.
- The laundry room has motion-censored lighting and keycard access.
- There is a surveillance camera in the laundry room.
- There is an on-site manager and resident assistants.
- Resident Assistants and the manager are trained on emergency procedures; the University Fire Marshal and Public Safety Department help facilitate these trainings.
- Resident assistants perform nightly rounds.
- Resident Assistants hold community meetings each semester to discuss rules, safety tips and procedures.
- Residents have access to a handbook that discusses rules, safety tips and procedures.
- Residents are given an after-hours phone number to call if issues or concerns arise in addition to St. George Dispatch and 911.
- The manager and resident assistants are part of an “on-call” daily rotation throughout the year.

#### **UNIVERSITY INN**

- The building entry doors are locked 24/7.
- Surveillance cameras are throughout the building.
- There is an on-site manager and resident assistants.
- Resident Assistants and the manager are trained on emergency procedures; the University Fire Marshal and University Police help facilitate these trainings.
- The Resident Assistants perform nightly rounds.
- Resident Assistants hold community meetings each semester to discuss rules, safety tips and procedures.
- Residents have access to the handbook that discusses rules, safety tips, and procedures.
- Residents are given an after-hours phone number to call if issues or concerns arises in addition to St. George Dispatch and 911.
- The Resident Assistants are part of an “on call” daily rotation throughout the year.
- Residents access their apartments directly from the outside, there are no interior hallways for this facility.

Utah Tech University’s Board of Trustees and/or its authorized representatives may refuse to allow persons having no legitimate business to set foot on or enter property under the Board’s control. Persons who, upon request, refuse to leave peaceably may be removed from the property. Identification may be required of any person on property owned or operated by Utah Tech University.

# MAINTENANCE

Members of the University community are encouraged to report maintenance problems in person to the nearest departmental office, by submitting a work order online at:

[maintenanceconnection.com/mcv18/rapp\\_v2023.6/rq\\_request\\_82.asp?i=y&fromapp=y](https://maintenanceconnection.com/mcv18/rapp_v2023.6/rq_request_82.asp?i=y&fromapp=y).

Utah Tech University's Facilities Management department takes security service needs as its highest priority. Facilities Management and Fire & Life Safety personnel immediately respond to reports of inoperable doors, burned-out lights, malfunctioning smoke or fire alarms, broken windows and screens, and requests from the University Police Department.

## NON-RESIDENTIAL MAINTENANCE CONCERNS

Police and security personnel closely monitor any security-related maintenance problems after hours and report their findings to the appropriate University official. If necessary, they will stand-by until the problem is corrected.

## RESIDENTIAL MAINTENANCE CONCERNS

All residence hall maintenance needs should be reported through University Housing. They can be reached at 435-652-7570 or, a work order can be submitted online at: [starrez.utahtech.edu/StarRezPortalX/2124B824/1/1/Home-Home](https://starrez.utahtech.edu/StarRezPortalX/2124B824/1/1/Home-Home)



# ALCOHOL

## STUDENT ALCOHOL VIOLATION PROCEDURES

As an institution, interest in the intellectual, physical, and psychological well-being of the campus community, Utah Tech University deems it important to curtail the abusive or illegal use of alcoholic beverages. All members of the University community and guests are required to comply with federal, state, and local laws regarding the distribution, possession, and consumption of alcoholic beverages.

Utah State Law 32B-4-409. Unlawful purchase, possession, consumption by a minor – Measurable amount in body.

(1) Unless specifically authorized by this title, it is unlawful for a minor to:

- (a) purchase an alcoholic product;
- (b) attempt to purchase an alcoholic product;
- (c) solicit another person to purchase an alcoholic product;
- (d) possess an alcoholic product;
- (e) consume an alcoholic product; or
- (f) have measurable blood, breath, or urine alcohol concentration in the minor's body.

(2) It is unlawful for the purpose of purchasing or otherwise obtaining an alcoholic product for a minor for:

- (a) a minor to misrepresent the minor's age; or
- (b) any other person to misrepresent the age of the minor.

## UT CODE OF STUDENT RIGHTS AND RESPONSIBILITIES

Student Behavior:

The Standards of Student Conduct apply to students on university premises and at university activities. The student conduct code can be found here:

[catalog.utahtech.edu/codeofstudentrightsresponsibilities/](http://catalog.utahtech.edu/codeofstudentrightsresponsibilities/).

## STUDENT ALCOHOL VIOLATION PROCEDURES DISCIPLINARY PROCEDURES FOR ALCOHOL OFFENSES

- Alcohol offenses include but are not limited to the on-campus use, consumption, storage, possession, manufacture, distribution, or sale of any alcoholic beverage; being legally intoxicated on campus; and the use, consumption, storage, possession, manufacture, distribution, or sale of alcohol on- or off-campus for students under 21 years of age.
- Prior to April 2021, the disciplinary procedures for alcohol offenses included three (3) progressive levels. Any serious offense, including but not limited to driving under the influence (DUI), contributing to the delinquency of a minor, and exhibiting drunk and disorderly conduct, will be treated as a third offense. In such cases, the student may incur interim administrative suspension at the discretion of the Dean of Students and will immediately be referred to the Student Conduct Committee.
- A student who receives any sanction to which she/he did not consent can appeal that sanction according to the provisions in the Student Conduct Code.
- Other than the UT Alcohol, Tobacco, or Other Drugs (Prime for Life) program, the University incurs no liability for costs associated with in-patient or out-patient programs to which a student might be referred.
- The University maintains the option of notifying the parent or legal guardian of a student under age 21 who incurs a second or third alcohol violation.

## DISCIPLINARY PROCEDURES FOR ALCOHOL OFFENSES

- First offense violations may result in disciplinary probation for a period of time not to exceed 90 calendar days. The student must enroll in and successfully complete the appropriate Level I Utah Tech University Alcohol, Tobacco, and Other Drugs program (Prime for Life) and pay the fee associated with that program. A disciplinary hold and notation will be placed on the student's academic record until such time as the sanctions have been completed.

Satisfactory program completion is determined by the Prime for Life Program Coordinator and the Dean of Students based on attendance, compliance with program requirements, and fulfillment of course requirements. After the specified disciplinary probation period and the Prime for Life program are completed in a satisfactory manner, the disciplinary hold will be removed.

Students who are not compliant with program requirements or who do not complete the Prime for Life program satisfactorily will have a permanent disciplinary hold placed on their record, which will only be removed when the Dean of Students determines that the program requirements have been met.

- Second offense violations may result in disciplinary probation for a period of time not to exceed one (1) calendar year from the date of the infraction and the student must enroll in and satisfactorily complete the appropriate Level II Utah Tech University Alcohol, Tobacco, and Other Drugs program (Prime for Life) and pay the fee associated with that program. A disciplinary hold and notation will be placed on the student's academic record until such time as the sanctions have been completed.

Satisfactory program completion is determined by the Prime for Life Program Coordinator and the Dean of Student based on attendance, compliance with program requirements, and fulfillment of course requirements. After the specified disciplinary probation period and the Prime for Life program are completed in a satisfactory manner, the disciplinary hold will be removed.

Students who are not compliant with program requirements or who do not complete the Prime for Life program satisfactorily will have a permanent disciplinary hold place on their record, which will only be removed when the Dean of Students determines that the program requirements have been met.

- Third offense violations incur a disciplinary hold and are automatically referred to the Student Conduct Committee which may impose one of the following sanctions according to the guidelines in the Students Code:

- Immediate suspension for a period of time up to one (1) calendar year.
- Allow the student to complete the current semester but then impose a suspension.
- Impose permanent disciplinary probation as long as the student is enrolled at UT.
- Referral to professional treatment.
- Other appropriate sanctions as specified in the Student Conduct Code.
- Immediate dismissal from the University.

In April 2021, significant changes were made to Policy 552: The Student Conduct Code. As mentioned above, previous versions of the policy outlined specific procedures (i.e. Prime for Life, community service, and disciplinary probation). However, the new policy states that although formal procedures are outlined in this policy, the University encourages resolution of problems, when appropriate, by mutual consent of all parties involved. The Dean of Students or Designee retains discretion as to what resolution is appropriate and adequate for the severity of the problem. Possible sanctions could include:

- A written reprimand
- Disciplinary probation
- No contact order
- Trespass order
- Residential relocation
- Restriction of activity
- Community service
- Restitution
- Referral
- Hold on University records and / or registration
- Denial or revocation of a degree or certification
- Suspension
- Expulsion

If expulsion or suspension are potential sanctions, as determined by the Dean of Students or Designee, the case will be referred to the Student Conduct Committee for a hearing before a Student Conduct Panel.



# ILLEGAL DRUGS

Federal and State laws prohibit the manufacture, sale, delivery, possession, or use of a controlled substance without legal authorization. A controlled substance includes any drug, substance, or immediate precursor covered under the Utah Controlled Substances Act, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under Utah state law. Drug paraphernalia includes all equipment, products, and material of any kind that are used to facilitate, or intended or designed to facilitate, violations of the Utah Controlled Substances Act. Alleged violations of this law may result in criminal charges.

The Booth Wellness Center, 435-652-7755, is committed to promoting responsible decision making- regarding alcohol and drugs through educational programming, resources, and referrals.



# WEAPONS

In accordance with Utah Criminal Code section 76-10 part 5, a person may not possess any dangerous weapon, firearm, or sawed-off shotgun, as those terms are defined in section 76-10-501, at a place that the person knows, or has reasonable cause to believe, is on or about school premises without a concealed weapons permit. Use of a dangerous weapon in offenses committed on or about school premises enhances the penalties. Threatening with or using a dangerous weapon in a fight or quarrel is also unlawful. (See Utah Criminal Code section 76-10-505.5 and 76-3-203.2.)

Concealed weapons are authorized on campus if the carrier has a valid and current concealed weapons permit. It is recommended to contact the University Police regarding these and other codes regarding weapons to clarify compliance, keeping in mind that the Student Conduct Code prohibits behavior that intimidates or causes other students to fear for their safety.

# SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING

Utah Tech University does not tolerate sexual misconduct or abuse, such as sexual assault, rape, dating violence, domestic violence, sexual assault and stalking or any other forms of non-consensual sexual activity. Sexual misconduct in any form violates the Student Conduct Code, University policies, and may violate federal and state laws. Violations are subject to disciplinary sanctions.

UT has the following policy in place to insure the safety of our students regarding sexual misconduct:

## ***Current UT policy 154: Title IX Sex-Based Discrimination, Sexual Harassment, and Retaliation***

- I. Purpose
- II. Scope
- III. Definitions
- IV. Policy
- V. References
- VI. Procedures
- VII. Addenda

### ***I. Purpose***

1.1 Utah Tech University (hereinafter referred to as “University”) is committed to creating and maintaining an inclusive, respectful, safe, and non-threatening environment for University Community Members, and will promptly address and resolve all Title IX incidents of Sex-Based Discrimination, Sexual Harassment, and Retaliation under Policy 154.

1.2 Policy 154 defines and prohibits Sex-Based Discrimination, Sexual Harassment, and Retaliation, in the University’s education programs and activities; details how to report a violation of Policy 154; describes the University’s resources and supportive measures to protect those involved in the process; and outlines procedures for addressing a reported violation of Policy 154 including

investigation, due process and sanctioning.

1.3 Policy 154 applies to any person who is (1) employed by, attending, or affiliated with the University; (2) attempting to participate or participating in any University program or activity, including but not limited to administrators, faculty, staff, students, trustees, independent contractors, volunteers, and guests; and/or, (3) visiting University Premises. Inquiries about the application of Title IX and Policy 154 may be directed to the University Title IX Coordinator and/or to the United States Department of Education Office for Civil Rights.

### ***II. Scope***

2.1 Policy 154 applies to Sex-Based Discrimination, Sexual Harassment, and Retaliation (as defined by Policy 154), that is committed within the United States by or against any member of the University Community and (1) in the course of the University’s operations; or (2) on University Premises; or (3) in connection with a university or University-recognized program or activity in the United States; or (4) at any University-sponsored event or organizational activity whether on or off University Premises; or (5) if the University exercised substantial control over the Respondent in the context of where or how the alleged incident occurred. The University may conduct an investigation into the alleged conduct of any Respondent.

2.2 A student is responsible for compliance with this Policy 154 from receipt of notice of admission through the University’s awarding of a degree or the student’s departure from the University.

2.3 An employee is covered by Policy 154 when representing the University (or deemed to be a representative of the University) whether before, during, or after work. Policy 154 also applies to any person who is both a student and an employee of the University.



2.4 Any individual subjected to Sex-Based Discrimination, Sexual Harassment, or Retaliation is encouraged to file a Formal Complaint with the Office of Equity Compliance and Title IX. Any University Community Member who has experienced Sex-Based Discrimination, Sexual Harassment, or Retaliation is also encouraged to utilize Supportive Measures available through the University, whether or not the person(s) who caused the harm is a University Community Member. Supportive Measures are available whether or not a Formal Complaint is filed.

2.5 Policy 154 is not intended to infringe on or restrict rights guaranteed by the United States Constitution, including free speech under the First Amendment, due process clauses of the Fifth and Fourteenth Amendments, and under the Fourth Amendment.

## X. DEFINITIONS

### 3.1 Actual Knowledge: Notice of Sex-Based

Discrimination, Sexual Harassment, or Retaliation allegations to the University's Title IX Coordinator or any University Official with Authority to institute corrective measures on behalf of the University. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute Actual Knowledge. This standard is not met when the only University official with Actual Knowledge is a Respondent.

3.2 Advisor: Any person a Complainant or Respondent chooses to support and/or consult with during any proceeding or meeting under Policy 154. The Advisor may, but is not required to be, an attorney. If a Party does not select or have an Advisor for the live hearing, the University will appoint an Advisor to the Party for purposes of the live hearing who has been trained as an Advisor.

3.3 Alternate Resolution: An informal process by which a mutually agreed-upon resolution of an allegation of Sex-Based Discrimination, Sexual Harassment, or Retaliation is reached.

3.4 Complainant: An individual who is alleged to be the victim of conduct prohibited by Policy 154.

3.5 Coercion: The use of an express or implied threat, intimidation, or physical force placing an individual in fear of immediate harm or physical injury or causing a person to engage in unwelcome sexual activity.

Coercion may include administering a drug, intoxicant, or other substance with intent to impair one's ability to consent prior to engaging in sexual activity.

3.6 Confidential Resource: A mental health counselor, health service provider, a University Ombuds, and/ or a victim advocate with whom a Complainant may speak confidentially if a Complainant would like the details of an incident to be kept confidential.

3.7 Consent: Knowing, voluntary, and clear permission by word or action to engage in a sexual activity. Cannot be obtained through Coercion, fraudulence, or from a person whom the Respondent knows, or should reasonably know, is incapacitated. Must be given by each participating Party and may be given only by someone who is 18 years of age or older and who is not mentally and/or physically incapacitated. Consent is active, not passive. Consent requires an affirmatively-communicated willingness through words and/or actions to participate in a sexual activity. Silence alone may not be interpreted as Consent.

3.8 Consent Responsibility: Since each individual may experience the same interaction in different ways, it is the responsibility of each Party to determine that the other has Consented before engaging in a sexual activity. Policy 154 is violated by a Respondent who engages in a sexual activity with a Complainant without Complainant's Consent.

3.8.1 If Consent is not clearly provided prior to engaging in the sexual activity, Consent may be ratified by word or action at some point during the sexual activity or thereafter, but clear communication from the outset is advisable. Consent requires a clear expression in words or actions that the other individual Consents to a specific sexual activity. Reasonable reciprocation may be implied. For example, if a person kisses you, you can kiss them back (if you want to) without the need to explicitly obtain the person's Consent to being kissed back. Consent can be withdrawn at any time. If Consent is withdrawn, that sexual activity should immediately cease. Consent to some sexual contact (such as kissing or Fondling) cannot be presumed to be Consent for other sexual activity (such as intercourse). A current or previous intimate relationship is insufficient to constitute Consent. Use of alcohol or drugs does not



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diminish an individual's responsibility to obtain Consent prior to engaging in a sexual activity.

**3.8.2 The existence of Consent** is based on the totality of the circumstances evaluated from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged incident occurred, and any similar previous pattern evidenced.

**3.9 Draft Investigative Report:** A document issued by an investigator providing a summary of Complainant's allegations, Respondent's responses, relevant evidence, and material witnesses, as well as preliminary factual findings.

**3.10 Final Investigative Report:** A document issued by an investigator after each Party's opportunity to review the Draft Investigative Report and evidence collected during the investigation, which fairly summarizes all relevant evidence, identifies material witnesses, and describes the investigation procedures.

**3.11 Formal Complaint:** A document filed by a Complainant or signed by the Title IX Coordinator against a Respondent alleging conduct that would constitute a violation of Policy 154 and requesting that the University investigate the allegation(s). At the time of filing a Formal Complaint, a Complainant must be participating in, or attempting to participate in, an education program or activity of the University. A Formal Complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information listed on the Title IX website or in Policy 154. When the Title IX Coordinator signs a Formal Complaint, the Title IX Coordinator is not a Complainant nor otherwise a Party.

**3.11.1 Document Filed by Complainant:** A document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the University) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the Formal Complaint. If notice is submitted in a form that does not meet this standard, the Title IX Coordinator will contact the Complainant to confirm a Complainant's intent to file a Formal Complaint.

**3.12 Grievance Process:** A formal process commenced by the filing of a Formal Complaint, including formal investigation and presentation to a live hearing panel for determination as to whether a

Respondent is responsible for a violation of Policy 154, and the issuance of any related sanction(s).

**3.13 Incapacitation:** The physical and/or mental inability to make an informed, rational judgment. An individual cannot Consent to a sexual activity if the individual is disoriented, unable to understand what is occurring, helpless, asleep, or unconscious for any reason. An indication of Incapacitation may include, but is not limited to, mental or physical disability, lack of sleep, alcohol use, illegal/date-rape/prescription drug use, unconsciousness, or being involuntarily physically restrained. Being intoxicated by drugs or alcohol does not diminish the responsibility of one Party to a sexual activity to obtain Consent from the other Party to the sexual activity.

**3.14 Informal Resolution:** A process whereby the parties voluntarily work with the Title IX Coordinator or designee to reach a mutually agreeable resolution of the alleged misconduct.

**3.15 Notice of Investigation:** The written communication issued by the Title IX Coordinator apprising the parties of the University's initiation of an investigation following the filing of a Formal Complaint.

**3.16 Notice of Opportunity to Review Draft Investigative Report and Evidence:** The written communication issued by an investigator to the parties at the conclusion of the initial investigation, apprising the parties and their Advisors of their equal opportunity to review and respond to evidence and the Draft Investigative Report.

**3.17 Party:** A Complainant or Respondent.

**3.18 Preponderance of Evidence:** More likely than not, based on all of the relevant evidence and reasonable inferences from the relevant evidence. This is the evidentiary standard used to determine if a policy violation occurred.

**3.19 Protected Activity:** Exercising any right or privilege secured by local, state, or federal law or by university policy. For example, an individual making a report, filing a Formal Complaint, testifying, assisting, participating, or refusing to participate, in any manner in an investigation, proceeding, or hearing under Policy 154. Other examples of Protected Activity include reporting (internally or externally) an incident of Sexual Harassment in good faith, assisting an individual in making such a report, participating in a Grievance Process, acting in

good faith to oppose conduct that constitutes a violation of Policy 154, honestly participating as an investigator, witness, Hearing Officer, Hearing Panelist, Sanction Evaluator, or Appeal Examiner, or otherwise assisting in an investigation or proceeding related to an alleged violation of Policy 154.

**3.20 Respondent:** An individual reported to have engaged in conduct that may violate Policy 154.

**3.21 Responsible Employee:** A University Official or any employee who has been given the duty to report to the Title IX Coordinator conduct prohibited by Policy 154 committed by any University Community Member. A Responsible Employee does not include a Confidential Resource.

**3.22 Retaliation:** Any act or attempted act (1) for the purpose of interfering with any right or privilege secured by Title IX or Policy 154 or because an individual has reported Sex-Based Discrimination, Sexual Harassment, or Retaliation; or (2) against an individual who has participated, or who is expected to participate, or who has refused to participate, in an investigation, procedure or proceeding under Policy 154. Prohibited retaliatory acts include, but are not limited to, intimidation, threats, Coercion, or discrimination. A complaint alleging Retaliation may be filed according to the Grievance Process Procedures under Policy 154 (See Grievance Process General Principles, Section 6.2).

**3.23 Sanction:** A penalty or discipline imposed by a Hearing Panel on a Respondent found to be in violation of Policy 154.

**3.23.1 Sanctions for a Student Respondent:** Sanctions may include, but are not limited to, educational activities or experiences, loss of privileges, restorative justice measures, service projects, substance abuse and/or mental health care referrals, suspension, or expulsion. The Dean of Students or designee will serve as the Sanction Evaluator and provide the Hearing Panel with the Sanction Recommendation.

**3.23.2 Sanction for an Employee Respondent:** Sanctions for a violation of Policy 154 may include, but are not limited to verbal guidance, corrective discussion, disciplinary actions, administrative leave, suspension, or dismissal. The Director of Human Resources or designee, in consultation with the Employee Respondent's Supervisor or designee, will serve as the Sanction Evaluator and provide the Hearing Panel with the Sanction Recommendation.

**3.24 Sanction Evaluator:** An individual employed by the University and designated and trained to serve in an advisory role to a Hearing Panel. In this role, a Sanction Evaluator reviews case materials and provides a recommendation to the Hearing Panel as to what, if any, Sanction(s) should be imposed on a Respondent as a consequence for Respondent's violation(s) of Policy 154.

**3.25 Sex-Based Discrimination:** Adverse action or conduct toward any University employee or student in the terms or conditions of employment, University admission, education, access to a university program or activity, or other University benefit or service, on the basis of inclusion or perceived inclusion (in the case of sexual orientation, gender identity, or gender expression) in the protected classes of sex, pregnancy, pregnancy-related conditions, sexual orientation, gender identity, gender expression, or family, marital or parental status, which has the effect of denying or limiting participation in a University program or activity; or used as the basis for a university's or University employee's decision affecting the individual (often referred to as "Quid Pro Quo").

**3.26 Sexual Harassment:** Conduct committed by an individual upon any other person, regardless of the sex, sexual orientation, and/or gender identity of those involved, which is one of the following:

**3.26.1 Quid Pro Quo:** When a university employee conditions the provisions of an aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct; or

**3.26.2 Unwelcome Conduct:** Conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive, that it effectively denies a person equal access to an educational program or activity of the University. Unwelcomeness is subjective and determined by the Complainant (except when the Complainant is below the age of Consent). Severity, pervasiveness, and objective offensiveness are evaluated based on the totality of the circumstances from the perspective of a reasonable person in the same or similar circumstances ("in the shoes of the Complainant"), including the context in which the alleged incident occurred and any similar, previous pattern that may be evidenced.

**3.26.3 Sexual Assault:** As defined at 20 U.S.C. 1092(f)

(6)(A)(v) and the Uniform Crime Reporting System of the Federal Bureau of Investigation, any sexual act directed against another person, without the Consent of the victim, including instances where the victim is incapable of giving Consent, including but not limited to any of the following:

- 3.26.3.1 Rape:** The carnal knowledge (penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ) of another person without the Consent of the victim, including instances where the victim is incapable of giving Consent because of the victim's age or because of the victim's temporary or permanent mental or physical incapacity.
- 3.26.3.2 Sodomy:** Oral or anal sexual intercourse with another person, without the Consent of the victim, including instances in which the victim is incapable of giving Consent because of the victim's age or because of the victim's temporary or permanent mental or physical incapacity.
- 3.26.3.3 Sexual Assault with an Object:** The use of an object or instrument to penetrate, however slightly, the genital or anal opening of the body of another person, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving Consent because of age or because of temporary or permanent mental or physical incapacity.
- 3.26.3.4 Fondling:** The touching of the private body parts of another person (buttocks, groin, breasts), for the purpose of sexual gratification, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving Consent because of age or because of temporary or permanent mental or physical incapacity.
- 3.26.4 Sex Offenses, Non-forcible: Includes any of the following:**
- 3.26.4.1 Incest:** Non-forcible sexual intercourse between persons who are related to each other, within the degrees wherein marriage is prohibited by Utah Law.
- 3.26.4.2 Statutory Rape:** Non-forcible sexual intercourse with a person who is under the statutory age of Consent of 18 years of age.
- 3.26.5 Dating Violence:** Violence committed by a person who is in, or has been in, a social relationship of a romantic or intimate nature with a Complainant.

The existence of such a relationship shall be determined based on the Complainant'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. For the purposes of this definition, Dating Violence includes, but is not limited to, sexual or physical abuse or threat of such abuse. Dating Violence does not include acts covered under the definition of Domestic Violence.

- 3.26.6 Domestic Violence:** Violence, on the basis of sex, committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, or by a person who is cohabitating with, or has cohabitated with the Complainant as a spouse or intimate partner, or by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Utah, or by any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of Utah.
- 3.26.6.1** The parties must be family members, current or former spouses, or have an intimate relationship and not be merely unrelated roommates.
- 3.26.7 Sex-Based Stalking:** Engaging in a course of conduct on the basis of sex directed at a specific person, that would cause a reasonable person to fear for the person's safety, or the safety of others, or suffer substantial emotional distress.
- 3.26.7.1** For the purposes of this definition, "course of conduct" means two or more acts, including, but not limited to: Acts in which the Respondent directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- 3.26.7.2 "Reasonable person"** means a person under a similar circumstance and with a similar identity to the Complainant.
- 3.26.7.3 Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- 3.26.8 Sexual Exploitation:** Any act attempted or committed by a person for sexual gratification, financial gain, or other advancement through the

abuse or exploitation of another person's sexuality. Examples of Sexual Exploitation include, but are not limited to, non-consensual observation of an individual who is undressed or engaging in a sexual act, non-consensual audio or videotaping of sexual activity, prostituting another person, human trafficking, allowing others to observe a personal consensual sexual act without the knowledge or Consent of all involved parties, and knowingly exposing an individual to a sexually transmitted infection without that individual's knowledge.

**3.27 Supportive Measures:** Upon notice of alleged Sex-Based Discrimination, Sexual Harassment, and/or Retaliation, non-disciplinary, non-punitive, free of charge individualized services will be offered to the Complainant and/or the Respondent by the University as appropriate and reasonably available. Such measures are designed to restore or preserve equal access to the University's education program or activity without unreasonably burdening the other Party, including measures designed to protect the safety of all parties or the University's educational environment or workplace, or deter Sexual Harassment, Sex-Based Discrimination, and/or Retaliation.

**3.27.1 At the time that Supportive Measures are offered,** the Title IX Coordinator will inform the Complainant, in writing, that the Complainant may file a Formal Complaint with the University either at that time or in the future, if Complainant has not done so already.

**3.27.2 The Title IX Coordinator** will ensure that a Party's wishes are considered with respect to Supportive Measures and that the Party's privacy is maintained as much as possible, without impairing the University's ability to provide the Supportive Measures. The University will act to ensure as minimal an academic impact on the parties as possible.

**3.27.3 Supportive Measures** may include, but are not limited to safety planning, counseling, medical and/or other health care services, academic support, extensions of deadlines or other course or program-related withdrawals, safety escort services, mutual restrictions on contact between the parties, altering University work and/or housing assignments, referral to community-based service providers, visa and immigration assistance, student financial aid counseling, leaves of absence, referral to The

Employee Assistance Program, increased security and monitoring of certain areas of the University Premises, and other similar measures.

**3.27.4 The University must maintain as confidential** any Supportive Measures provided to the Complainant or Respondent, to the extent that maintaining such confidentiality would not impair the ability of the University to provide the Supportive Measures. Any other measures deemed appropriate and effectively implementing Supportive Measures.

**3.28 Title IX Coordinator:** An employee authorized, trained, and designated by the University to coordinate its efforts to comply with its Title IX responsibilities under federal law.

**3.29 University Community Member:** An individual employed by or affiliated with the University or a participant in any University program or activity, including but not limited to, administrators, faculty, staff, students, independent contractors, volunteers, trustees, advisory board members, and guests or visitors to any University Premises.

**3.30 University Official with Authority:** An individual employed by the University with authority to institute corrective measures to redress Sex-Based Discrimination, Sexual Harassment, and/or Retaliation on behalf of the University, specifically administrators, administrative faculty (including Deans and Department Chairs), directors, supervisors, and coaches. The mere ability or obligation to report misconduct under Policy 154 or to inform a University Community Member about how to report misconduct under Policy 154, or having received training to do so, does not give an individual authority to institute corrective measures on behalf of the University.

**3.31 University Premises:** All land, buildings, facilities, and other property in the possession of, or owned, used, leased, or controlled by the University.

## IV. POLICY

### 4.1 Nondiscrimination Notice and Prohibition Against

Sex-Based Discrimination, Sexual Harassment, and Retaliation

4.1.1 The University does not discriminate, and prohibits discrimination, on the basis of sex including gender, gender identity, gender expression, pregnancy, or parental, family or marital status, or sexual orientation, in any education program or activity that it operates, including in admission and employment. The University also prohibits sexual harassment and Retaliation as defined in Policy 154. Inquiries about the application of Title IX and its regulations to the University may be referred to the University's Title IX Coordinator and/or to the U.S. Department of Education Office for Civil Rights. Contact information for both is located at: <https://titleix.utahtech.edu>.

4.2 The following conduct (as defined in Policy 154) is prohibited:

4.2.1 Sex-Based Discrimination;

4.2.2 Sexual Harassment; and

4.2.3 Retaliation.

4.3 Employee relationships with students and subordinate employees are subject to Policy 302.

4.4 Consent Required: A participant in a sexual encounter is responsible for ensuring Consent of each individual prior to engaging in a sexual activity. Any individual who engages in a sexual activity without receiving Consent as defined in Policy 154, or who engages in a sexual activity in which one of the parties withdraws Consent at any point, violates Policy 154.

4.5 Retaliation Reporting and Response: An act of alleged Retaliation should be reported immediately and will be promptly investigated. The University will take appropriate steps to protect individuals who fear they may be subjected to Retaliation. A complaint alleging Retaliation may be filed according to the same procedures for filing a complaint of Sex-Based Discrimination or Sexual Harassment.

4.6 Nothing in Policy 154 shall be interpreted as diminishing any Party's rights protected under the United States Constitution, or under Title VII of the Civil Rights Act of 1964 to be free from discrimination.

154 Title IX Sex-Based Discrimination, Sexual Harassment, and Retaliation Page 12|46

### 4.7 Title IX Contact and Reporting Information

4.7.1 How to Contact the Title IX Coordinator: The University will provide and notify applicants for admission or employment, students, and employees with the name or title, office address, electronic mail address, and telephone number of the University employee designated as the Title IX Coordinator; the nondiscrimination policy statement contained in Section 4.1 of Policy 154; the University's grievance procedures and grievance process contained in Policy 154, including how to report or file a Formal Complaint of Sex-Based Discrimination, sexual harassment, and/or retaliation; and, how the University will respond.

4.7.2 Dissemination of Title IX Contact Information: The University will prominently display the contact information and policy statement described in 4.1 on the University's website and in each handbook or catalog that it makes available to applicants for admission and employment, students, and employees of the University.

4.7.3 How to Report a Title IX concern: Any person may report Sex-Based Discrimination, Sexual Harassment, and/or Retaliation (whether or not the person reporting is the person alleged to be the victim of the conduct), to the Title IX Coordinator using any of the following methods:

4.7.3.1 In Person: Holland Centennial Commons Building, 579 (during University business hours);

4.7.3.2 By Mail: Addressed to the Title IX Coordinator, 225 South University Avenue, Holland Centennial Commons Building, 579 St. George, UT 84770;

4.7.3.3 By Email: [titleix@utahtech.edu](mailto:titleix@utahtech.edu)

4.7.3.4 Via Online Submission:

[https://cm.maxient.com/reportingform.php?UtahTech&layout\\_id=0](https://cm.maxient.com/reportingform.php?UtahTech&layout_id=0);or

4.7.3.5 Via Other Means: By any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

4.7.4 Mandatory Reporting for Incidents Involving a Minor: Consistent with Utah Code Section 62A-4a-403, anyone who reasonably suspects any incident of suspected abuse or sexual harassment (as defined in Section 3.19 of Policy 154) involving a minor shall immediately report the incident to the University's police department or the local police department. If the reporting individual is an employee of the University, the employee shall also notify the Title IX Coordinator and the employee's supervisor that they have reported the incident to the police.

- 4.7.5 Mandatory Reporting by a University Official with Authority to Implement Corrective Measures: Any University Official with Authority to implement corrective measures must promptly report any concern of Sex-Based Discrimination, Sexual Harassment, and Retaliation to the Title IX Coordinator via any of the reporting options listed at <https://titleix.utahtech.edu>. Mandatory Reporting by a Responsible Employee: Any Responsible Employee must promptly report any concern of Sex-Based Discrimination, Sexual Harassment, and Retaliation to the Title IX Coordinator via any of the reporting options listed at <https://titleix.utahtech.edu/>.
- 4.7.6 Exceptions to the Responsible Employee reporting requirement under Section 4.7.6 are:
- 4.7.6.1 Information disclosed at public awareness events (e.g. Take Back the Night, candlelight vigils, protests, speak outs), or other public forums where individuals may disclose incidents of prohibited conduct as part of educating others; or
- 4.7.6.2 Disclosures made in the course of academic work product consistent with the assignment (e.g. public speaking class, creative writing assignment, group work).
- 4.7.7 Others Who Should Report: All other University Community Members who become aware of Sex-Based Discrimination, Sexual Harassment, or Retaliation should report such issues, with the Consent of the alleged victim, to the Title IX Coordinator.
- 4.7.8 Who May Not Report: Licensed mental health counselors and medical professionals working within the scope of their licenses, or designated advocates authorized by the Title IX Coordinator (Confidential Resources), generally may not report incidents of Sex- Based Discrimination, Sexual Harassment, or Retaliation except with written Consent, other than in instances of imminent danger or when the victim is a minor or vulnerable adult.
- 4.7.9 Time Limits on Reporting
- 4.7.9.1 There is no time limitation on providing notice/ complaints to the Title IX Coordinator. However, if the Respondent is no longer subject to the University's jurisdiction and/or significant time has passed, the University's ability to investigate, respond, and provide remedies may be more limited or impossible.







4.7.9.2 Acting on notice/complaints significantly impacted by the passage of time (including, but not limited to, the rescission or revision of policy) is at the discretion of the Title IX Coordinator, who may document allegations for future reference, offer Supportive Measures and/or remedies, and/or engage in informal or formal action, as appropriate.

4.7.9.3 When the notice/complaint is affected by a significant time delay, the University will typically apply the policy and procedures in place at the time of the alleged misconduct.

4.7.10 Confidentiality,

4.7.10.1 The University maintains as confidential any Supportive Measures provided to the Complainant or Respondent, to the extent that maintaining such confidentiality does not impair the University's ability to provide the Supportive Measures.

4.7.10.2 Except as may be permitted by the federal Family Educational Rights and Privacy Act (FERPA), its regulations, or as required by Utah Government Records and Management Act (GRAMA), the federal Health Information Portability and Accountability Act (HIPAA), or other law, or to carry out the purposes of Title IX including conducting any investigation, hearing, or judicial proceeding arising under Title IX, the University keeps confidential the identity of any individual who makes a report of Sex-Based Discrimination, Sexual Harassment, or Retaliation, including any individual who has filed a Formal Complaint, any Complainant, any individual who has been reported to be in violation of Policy 154, any Respondent, and any witness.

4.7.10.3 The University will protect confidential communications to designated University advocates authorized by the Title IX Coordinator and protected under the Utah Campus Advocate Confidentiality Amendments (Utah Code § 53B-28-101 et seq.), where disclosure is not required by applicable federal Law, including Title IX, Title VII, or the Clery Act, or Consented to in writing.

4.7.10.4 Amnesty: An individual who makes a good faith report of Sex- Based Discrimination, Sexual Harassment, or Retaliation that was directed at the individual or another person or group, will not be sanctioned by the University for a violation of University policy related to the use of drugs or alcohol which the University discovers because of the report.

4.8 Disability Accommodation in the Title IX Process  
4.8.1 The University is committed to providing reasonable accommodations and support to qualified students, employees or others with disabilities, to ensure equal access to the University's Title IX process. Complainants, Respondents, and other participants may request accommodations necessary under the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act. Students needing such accommodations or support should contact the Disability Resource Center. Employees needing such accommodations should contact the Executive Director of Human Resources. The Disability Resource Center or Human Resources will review the request and, in consultation with the person requesting the accommodation and the Title IX Coordinator, determine which accommodations are appropriate and necessary for full participation in the process.

4.9 Rights of Complainant and Respondent Following a Report

- 4.9.1 The Complainant and Respondent have equal rights:
- 4.9.1.1 To be treated with dignity and respect by University employees;
  - 4.9.1.2 To take advantage of Supportive Measures;
  - 4.9.1.3 To receive timely notice of proceedings, processes and outcome under Policy 154;
  - 4.9.1.4 To have an Advisor present at any meeting or hearing under Policy 154;
  - 4.9.1.5 To refuse to engage in Informal Resolution of a complaint;
  - 4.9.1.6 To present witnesses, including fact and expert witnesses,
- 4.9.2 The Complainant shall have the right to:
- 4.9.2.1 At all times decide if or when to file a complaint, report to law enforcement, and determine whether to proceed with a complaint, at the individual's discretion.
- 4.9.3 The Respondent shall have the right to:
- 4.9.3.1 Be presumed not responsible for all allegations until found responsible for the alleged conduct by a hearing panel under Policy 154.
- and other inculpatory and exculpatory evidence;
- 4.9.1.7 To receive amnesty for certain student misconduct, such as drug and alcohol violations, that occurred ancillary to the complaint at hand and consistent with Policy 154;

- 4.9.1.8 To be free from retaliation for reporting violations of Policy 154 or cooperating with an investigation;
- 4.9.1.9 To be informed in writing of the outcome or resolution of the complaint, any Sanctions, and the rationale for the outcome, where permissible;
- 4.9.1.10 To exercise a right of appeal as afforded in Policy 154.

4.10 Training

- 4.10.1 The University shall comply with federal law requirements for training of Title IX Coordinators, investigators, Hearing Officers, Hearing Panelists, Sanction Evaluators, Appeal Examiners, and any person who facilitates an Informal Resolution process (jointly or in their respective roles) on:
- 4.10.1.1 the definition of Sexual Harassment;
  - 4.10.1.2 the scope of the University's Title IX policy and procedures as it applies to the University's education programs and activities;
  - 4.10.1.3 reporting, confidentiality, and privacy requirements;
  - 4.10.1.4 definitions of all prohibited conduct under Policy 154 and how to apply the definition of Consent consistently, impartially, and in accordance with Policy 154;
  - 4.10.1.5 how to conduct an investigation;
  - 4.10.1.6 the University's Grievance Process including live hearing, appeal, and the Informal Resolution process;
  - 4.10.1.7 how to uphold fairness, equity, and due process;
  - 4.10.1.8 how to determine appropriate Sanctions; and,
  - 4.10.1.9 how to serve impartially, including avoiding prejudgment of the facts at issue, conflicts of interest, and bias, including implicit bias.
- 4.10.2 Training materials will not rely on sex stereotypes and will promote impartial investigations and adjudications of Formal Complaints of Sex-Based Discrimination, Sexual Harassment, and Retaliation.
- 4.10.3 The University will ensure Hearing Officers and Hearing Panelists are trained on how to determine issues of relevance of questions and evidence, including when questions and evidence about the Complainant's sexual predisposition or prior sexual behavior are not relevant, on evidentiary standards, and on live hearing procedures.
- 4.10.4 The University will ensure that investigators are trained in how to investigate thoroughly, reliably, and impartially, and on issues of relevance, in order to create an investigative report that fairly summarizes relevant evidence.

- 4.10.5 The University will provide training to the Hearing Officer(s) and Hearing Panelists, on all technology to be used in live hearings.
- 4.10.6 All materials used to train Title IX Coordinators, investigators, Hearing Officers, Hearing Panelists, Sanction Evaluators, Appeal Examiners, and any person who facilitates an Informal Resolution process must be made publicly available on the University's website.
- 4.11 Recordkeeping
- 4.11.1 The Office of Equity Compliance and Title IX will maintain the following records for a period of seven (7) years:
- 4.11.1.1 Each Sex-Based Discrimination, Sexual Harassment, and/or Retaliation investigation including any Written Determination regarding responsibility, any audio, audiovisual recording, or transcript required by Policy 154, any Sanction(s) imposed on a Respondent, and any remedies provided to a Complainant designed to restore or preserve equal access to the University's education program or activity;
- 4.11.1.2 Any appeal and the result;
- 4.11.1.3 Any Informal Resolution and the result; and,
- 4.11.1.4 All materials used to train Title IX Coordinators, investigators, Hearing Officers, Hearing Panelists, Sanction Evaluators, Appeal Examiners and any person who facilitates any Informal Resolution process.
- 4.11.2 For each report to the Title IX Coordinator of Sex-Based Discrimination, Sexual Harassment, or Retaliation in a University education program or activity against a person in the United States, the Office of Equity Compliance and Title IX must create, and maintain for a period of seven (7) years, a record of any action, including any Supportive Measures, taken in response to a report or Formal Complaint of Sex-Based Discrimination, Sexual Harassment, or Retaliation. In each instance, the Office of Equity Compliance and Title IX must document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the University's education program or activity. If the University does not provide a Complainant with Supportive Measures, then the Office of Equity Compliance and Title IX must document the reasons why such a response was not clearly unreasonable

in light of the known circumstances. The documentation of certain bases or measures does not limit the University in the future from providing additional explanations or detailing additional measures taken.

## V. References

- 5.1 Americans with Disabilities Act (ADA) (as amended)
- 5.2 Campus Sexual Violence Elimination Act (Campus SaVE) – Reauthorization of the Violence against Women Act of 2013 (VAWA)
- 5.3 Family Educational Rights and Privacy Act (FERPA) 154 Title IX Sex-Based Discrimination, Sexual Harassment, and Retaliation Page 19|46
- 5.4 Health Insurance Portability and Accountability Act (HIPAA)
- 5.5 Jean Clery Disclosure of Campus Security Policy and Statistics Act (Clery Act)
- 5.6 Title VII of the Civil Rights Act of 1964 (Title VII)
- 5.7 Title IX of the Higher Education Amendments Act of 1972 (Title IX)
- 5.8 Utah Code § 53B-27-101 et seq. Campus Advocate Confidentiality Amendments
- 5.9 Utah Code § 53B-28-302 Code of Conduct Violation- Report of Sexual Violence
- 5.10 Utah Code § 53B-28-304 Criminal Retaliation Against a Victim or Witness
- 5.11 Utah Code § 63G-2 Government Records Access and Management Act (GRAMA)
- 5.12 Utah Code § 63G-7-301 Waivers of Immunity- Exceptions
- 5.13 Utah Code § 76-5-404.1 Sexual Abuse of a Child
- 5.14 Utah Code § 77-36 Cohabitant Abuse Procedures Act
- 5.15 Utah Code § 77-38 Rights of Crime Victims Act
- 5.16 Utah State Board of Higher Education Policy R256 Student Disciplinary Process
- 5.17 Utah State Board of Higher Education Policy R842 Restrictions on Faculty/Staff Relationships with Students
- 5.18 University Policy 552: Student Rights and Responsibilities
- 5.19 University Policy 164: Non-Sex Based, Non-Discrimination, and Anti-Harassment

## XII. PROCEDURES

### XII.1 Initial Review of Reports under Policy 154:

- 6.1.1 University Response upon receiving a report of Sex-Based Discrimination, Sexual Harassment or Retaliation: The Title IX Coordinator shall promptly contact the Complainant to (1) discuss the availability of Supportive Measures, including counseling and health care; (2) inform the Complainant of the availability of Supportive Measures with or without the filing of a Formal Complaint; (3) consider the Complainant's wishes with respect to Supportive Measures and with respect to filing a Formal Complaint; (4) if appropriate, provide the Complainant information on pursuing criminal charges; (5) explain the importance of preserving potential evidence, including all text and/or email communications which may be related to the incident, and if the incident involves a possible criminal offense not disturbing the crime scene; and (6) explain the process for filing a Formal Complaint as well as the option for Informal Resolution. The Title IX Coordinator will determine whether the Complainant prefers a supportive and remedial response, an Informal Resolution option, or a formal investigation and Grievance Process.
- 6.1.2 If supportive and remedial response is preferred, the Title IX Coordinator will communicate with the Complainant to identify Complainant's wishes, and the Title IX Coordinator will then seek to facilitate implementation. No formal Grievance Process is initiated, though the Complainant may elect to initiate one later, if desired.
- 6.1.3 If an Informal Resolution option is preferred, the Title IX Coordinator assesses whether the reported concern is suitable for Informal Resolution and may seek to determine if the Respondent is also willing to engage in Informal Resolution. A Formal Complaint must be filed in order to utilize the Informal Resolution process or formal Grievance Process.
- 6.1.4 If a formal Grievance Process is preferred, the Title IX Coordinator determines if the misconduct alleged falls within the scope of Title IX:



- 6.1.4.1 If it does, the Title IX Coordinator will initiate the Grievance Process and the investigation, directing the investigation to address: an incident, and/or a pattern of alleged misconduct, and/or a culture/ climate issue, based on the nature of the Formal Complaint.
- 6.1.4.2 If it does not fall within the scope of Title IX, the Title IX Coordinator determines that Title IX does not apply (and will “dismiss” the Formal Complaint), assesses which other University policies may apply, which resolution process may
- 6.1.5 be applicable and will refer the matter accordingly. Dismissing a complaint under Title IX/Policy 154 is procedural, and does not limit the University’s authority to address a complaint/reported concern with an appropriate process and remedy, or under a different University policy and process. Immediate Removal: The Title IX Coordinator may use sole discretion, or confer with the University’s Crisis Assessment Risk and Evaluation (CARE) team, to determine whether a Respondent must be removed from the University’s education programs or activities on an emergency basis as an immediate threat to the physical health or safety of any student, employee, or other individual arising from the allegations of misconduct. The Title IX Coordinator may take immediate action when necessary to secure the physical health and/or safety of a Complainant. At the time that an Immediate Removal is imposed, the Title IX Coordinator will inform the Respondent of the Immediate Removal action and the reason(s) for the action and inform the Respondent that a meeting will take place to review the Immediate Removal.
- 6.1.5.1 Immediate Removal Meeting Procedures: As soon as practical, but no later than ten (10) University Business Days from the time the Immediate Removal is imposed, a meeting will take place between the Respondent, the Title IX Coordinator, and a university police officer to review the Immediate Removal. The Respondent will have an opportunity at the meeting to demonstrate to the Title IX Coordinator and the University police officer why the Immediate Removal should not continue. An Advisor for the Respondent may accompany the Respondent to this meeting as a support person, but the Advisor may not actively participate in the meeting.
- 6.1.5.2 Based on reasonable evaluation of the information presented by the Respondent at the meeting, the Title IX Coordinator will notify the Respondent within 48 hours of the meeting of the Title IX Coordinator’s decision to remove, sustain, or modify the Immediate Removal.
- 6.1.6 Non-Student Employee Leave: A non-student employee Respondent may be placed on paid administrative leave in accordance with Policy 154.
- 6.1.7 The Title IX Coordinator must further assess the reported conduct for any Clery obligations, including issuance of a timely warning, and report to University Police or local law enforcement when necessary.
- 6.2 Grievance Process General Principles
- 6.2.1 Complainants, Respondents, and witnesses will be treated equitably and with respect throughout the grievance proceedings.
- 6.2.2 The Title IX Coordinator, investigator, Hearing Officer, Hearing Panelist, Sanction Evaluator, and the Appeal Examiner will evaluate all relevant evidence, both inculpatory and exculpatory, objectively and determine credulity without respect to a person’s status as Complainant, Respondent, or witness.
- 6.2.3 Any deadlines or timeframe provided in Policy 154 may be extended by the Title IX Coordinator for good cause with written notice to the parties citing the reason(s) for the extension. Good cause may include considerations such as the absence of a Party, a Party’s Advisor, or witness; concurrent law enforcement activity or investigation; or the need for language assistance or accommodation of disabilities.
- 6.2.3.1 A Party may also submit a request for a temporary delay or limited extension to the Title IX Coordinator. Any such request should include the reason(s) for the request. If the request is reasonable under the circumstances, the Title IX Coordinator may grant the request in whole or part. If no good cause exists, the Title IX Coordinator may deny the request in writing.
- 6.2.4 Any person designated as a Title IX Coordinator, investigator, Hearing Officer, Hearing Panelist, Sanction Evaluator, or Appeal Examiner shall be free of conflict of interest or bias for or against Complainants or Respondents generally or individually.



All potential instances of bias or a conflict of interest must be promptly reported to the Title IX Coordinator. The Title IX Coordinator will determine whether actual bias or an actual conflict of interest exists by consulting with appropriate University representatives. If the Title IX Coordinator is the individual alleged to have bias or a conflict of interest, then a representative from Human Resources will determine whether any bias or conflict of interest exists.

6.2.5 Respondents, Complainants, and witnesses shall not knowingly make materially false statements or knowingly submit materially false information during the Grievance Process. However, a determination regarding responsibility alone is not sufficient to conclude that any individual proffered a material falsehood.

6.2.6 Complainants and Respondents shall have Supportive Measures made available and be given the opportunity to request modifications necessary for physical and/or emotional safety.

6.2.7 Formal Complaint Requirements and Review by Title IX Coordinator

6.2.7.1 A Formal Complaint shall be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information posted for the Title IX Coordinator in section 4.8.3 above.

6.2.7.2 The Formal Complaint shall be filed, in writing, may not be anonymously filed, and must contain:

6.2.7.2.1 The factual allegations of Sex-Based Discrimination, Sexual Harassment, or Retaliation including:

6.2.7.2.1.1 Complainant's connection to the University (e.g. student, employee, or other person seeking to participate in a program or activity of the University);

6.2.7.2.1.2 A concise statement describing the incident;

6.2.7.2.1.3 When and where the misconduct occurred;

6.2.7.2.1.4 The identity (if known) of the person against whom the Formal Complaint is being made;

6.2.7.2.1.5 Why the Complainant believes it violates Policy 154; and

6.2.7.2.2 Complainant's signature (electronic or handwritten) or other designation that the Complainant is the individual choosing to file a Formal Complaint; or

6.2.7.2.3 Be signed by the Title IX Coordinator.

6.2.7.3 By filing a Formal Complaint, the Complainant is giving Consent for the Title IX Coordinator, designated deputy coordinators, and/or investigators to discuss the information provided with other persons who may have relevant factual knowledge of the circumstances of the Formal Complaint, and is authorizing the collection and examination of all records and other documentation relevant to the circumstances of the Formal Complaint.

6.2.7.4 When the Title IX Coordinator signs a Formal Complaint, the Title IX Coordinator is not a Complainant or otherwise a Party under Policy 154, and the Title IX Coordinator will comply with the requirements of impartiality under Policy 154. The Title IX Coordinator may initiate a Formal Complaint if the Title IX Coordinator determines the factual allegations, if proven true, present a risk of substantial harm to a member of the University Community and one of the following aggravating factors is alleged:

6.2.7.4.1 Use of threat;

6.2.7.4.2 Use of a weapon;

6.2.7.4.3 Use of violence;

6.2.7.4.4 A continued pattern of behavior; and/or

6.2.7.4.5 Predatory behavior.

6.2.7.5 A Formal Complaint will be initially reviewed by the Title IX Coordinator. From the information contained in the Formal Complaint, the Title IX Coordinator will determine whether the allegations contained in the Formal Complaint fall within the jurisdiction of Policy 154.

6.2.7.6 If the Title IX Coordinator determines that the Formal Complaint falls within the jurisdiction of Policy 154, the Title IX Coordinator will prepare a Notice of Investigation as defined in Policy 154.

6.2.7.7 The Complainant shall be instructed by the Title IX Coordinator to provide and preserve all corroborating or potentially relevant evidence in any format, and to provide a list of potential witness names and contact information if available.

## 6.2.8 Consolidation of Formal Complaints

6.2.7.8 The University will provide written notice (with sufficient time for the Party to prepare to participate) of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings.

6.2.8.1 The University may consolidate Formal Complaints against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one Party against the other Party, where the allegations of Sex- Based Discrimination, sexual harassment, or retaliation arise out of the same facts or circumstances.

### Dismissal of Formal Complaints

6.2.9.1 Required Dismissal: The University must investigate all allegations in a Formal Complaint unless the conduct alleged in the Formal Complaint:

6.2.9

6.2.9.1.1

6.2.9.1.2 6.2.9.1.3

Would not constitute Sex-Based Discrimination, Sexual Harassment, or Retaliation as defined in Policy 154 even if proven;

Did not occur in the University's education programs, or activities; or

Did not occur in the United States.

6.2.9.2 If the alleged misconduct does not fall within the criteria outlined in section 6.2.7 et seq, the University must dismiss the Formal Complaint with regard to that conduct for the purposes of Title IX.

6.2.9.3 Permitted Dismissal: The University may dismiss the Formal Complaint or any allegations therein, if at any time during the investigation or hearing:

6.2.9.3.1 A Complainant notifies the Title IX Coordinator in writing that the Complainant wants to withdraw the Formal Complaint or any allegations therein;

6.2.9.3.2 The Complainant is no longer participating or attempting to participate as a member of the University Community;

154 Title IX Sex-Based Discrimination, Sexual Harassment, and Retaliation Page 26|46

6.2.9.3.3 The Respondent is no longer affiliated with the University; or

6.2.9.3.4 Specific circumstances prevent the University from gathering evidence sufficient to reach a determination concerning the Formal Complaint.

6.2.9.4 Upon a Required or Permitted Dismissal of the Formal Complaint, the Title IX Coordinator shall promptly (within five (5) University Business Days) send written notice of the dismissal and the reason(s) for the dismissal simultaneously to the parties.

6.2.9.5 If a Complaint is dismissed under Required Dismissal or Permitted Dismissal, the allegations may be addressed by, and action may be taken under, another University policy, process, procedure, or rule.

## 6.3 Informal Resolution

6.3.1 At any time prior to reaching a determination regarding responsibility, the University may facilitate an Informal Resolution process, such as mediation or remedies-based resolution, that does not involve a full investigation and adjudication. The decision to enter into an Informal Resolution process is a voluntary option for the parties, and neither Party is required to enter into such.

6.3.2 Informal Resolution can include two different approaches: when the parties agree to resolve the matter through an Alternate Resolution mechanism (including mediation, restorative practices, etc.); or when the Respondent accepts responsibility for violating Policy 154 and desires to accept a Sanction(s) and end the resolution process.

6.3.3 To initiate an Informal Resolution process, a Complainant needs to submit a Formal Complaint as defined above. If a Respondent wishes to initiate an Informal Resolution process, the Respondent should contact the Title IX Coordinator to so indicate.

6.3.4 It is not necessary to pursue an Informal Resolution process first in order to pursue a formal Grievance Process, and any Party participating in Informal Resolution can stop the process at any time and begin or resume the formal Grievance Process.

6.3.5 Prior to implementing Informal Resolution, the University will provide the parties with written notice of the reported misconduct and any Sanctions or measures that may result from participating in such a process, including information regarding any records that will be maintained or shared by the University.

6.3.6 The University shall not offer or facilitate an Informal Resolution process to resolve an allegation that an employee sexually harassed a student.



- 6.3.7 The Title IX Coordinator will obtain voluntary, written confirmation that all parties wish to resolve the matter through an Informal Resolution process before proceeding and will not pressure the parties to participate in an Informal Resolution process.
- 6.3.8 Alternate Resolution
- 6.3.8.1 The Complainant and the Respondent must Consent in writing to the use of Alternate Resolution.
- 6.3.8.2 The Title IX Coordinator must approve the use of Alternate Resolution. The Title IX Coordinator may look to the following factors to assess whether Alternate Resolution may be most successful for all parties: the parties' amenability to Alternate Resolution; likelihood of potential resolution, taking into account any power dynamics between the parties; the parties' motivation to participate; civility of the parties; cleared violence risk assessment/ongoing risk analysis; disciplinary history; whether an emergency removal is needed; skill of the Mutually Agreed- Upon Resolution Facilitator with this type of complaint; complaint complexity; emotional investment/intelligence of the parties; rationality of the parties; goals of the parties; adequate resources to invest in Mutually Agreed- Upon Resolution (time, staff, etc.)
- 6.3.8.3 The ultimate determination of whether Informal Resolution is available or successful is to be made by the Title IX Coordinator. The Title IX Coordinator maintains records of any resolution that is reached, and failure to abide by this resolution agreement may result in appropriate responsive/disciplinary actions. Results of complaints resolved by Informal Resolution or Alternate Resolution are not appealable.
- 6.3.9 Respondent Accepts Responsibility for Alleged Violations
- 6.3.9.1 The Respondent may accept responsibility for all or part of the alleged policy violations at any point during the resolution process. If the Respondent indicates an intent to accept responsibility for all of the alleged misconduct, the formal process will be paused, and the Title IX Coordinator will determine whether Informal Resolution can be used according to the criteria in that section above.
- 6.3.9.2 If Informal Resolution is applicable, the Title IX

Coordinator will determine whether all parties and the University are able to agree on responsibility, Sanctions, and/or remedies. If so, the Title IX Coordinator shall implement the accepted finding(s) that the Respondent is in violation of University policy. The Title IX Coordinator shall implement the agreed- upon Sanction(s) and/or remedy(ies), in coordination with any other appropriate administrator(s), as necessary.

- 6.3.9.3 This resolution under section 6.3.9 is not subject to appeal once all parties indicate their written agreement to all terms of resolution. When the parties cannot agree on all terms of resolution, the Formal Grievance Process may resume at the same point where it was paused.
- 6.3.9.4 When a resolution is accomplished, the appropriate Sanction or responsive actions are promptly implemented in order to effectively stop the harassment or discrimination, prevent its recurrence, and remedy the effects of the discriminatory conduct, both on the Complainant and the community.
- 6.4 Investigation
- 6.4.1 Every University Community Members must fully cooperate with the University's procedures and processes under Policy 154. At a minimum, the University's Grievance Process may proceed to conclusion even in the absence of a Party's participation. In some cases, a refusal to cooperate by a University Community Member could result in discipline.
- 6.4.2 After the Title IX Coordinator determines all criteria for a Formal Complaint exist, the University will conduct a thorough, impartial investigation by interviewing witnesses, collecting documentary evidence, and preparing a written report of relevant evidence. The purpose of the investigation is to gather all relevant evidence. The burden of gathering evidence rests on the University and not on the
- 6.4.3 parties. The University reserves the right to retain an external investigator to conduct the investigation following Policy 154. The University strives to complete all investigations within forty-five (45) University Business Days; however, an investigation may take longer depending on the nature, extent,

and complexity of the allegations, availability of witnesses, police involvement, and/or other circumstances. The process proceeds as follows:

- 6.4.2.1 The Title IX Coordinator will assign the Formal Complaint to an internal or external investigator who has no apparent conflict of interest. If the Title IX Coordinator determines an assigned investigator has a conflict of interest or is otherwise unavailable, the Title IX Coordinator may assign the Formal Complaint to an external or backup investigator. Upon initiating an investigation, the University will provide the parties with a Notice of Investigation, with copies of Policy 154 and the Formal Complaint attached or enclosed. The Notice of Investigation shall include:
  - 6.4.3.1 A meaningful summary of the allegations;
  - 6.4.3.2 The identity of the parties involved (if known);
  - 6.4.3.3 The precise misconduct being alleged;
  - 6.4.3.4 The date and location of the alleged incident(s) (if known);
  - 6.4.3.5 The specific policy sections implicated;
  - 6.4.3.6 A description of the applicable procedures;
  - 6.4.3.7 A statement of the potential Sanctions/responsive actions that could result;
  - 6.4.3.8 A statement that the University presumes the Respondent is not responsible for the reported misconduct unless and until the evidence supports a different determination;
  - 6.4.3.9 A statement that determinations of responsibility are made at the conclusion of the process and that the parties will be given an opportunity to inspect and review all directly related and/or relevant evidence obtained during the review and comment period;
  - 6.4.3.10 A statement about the University's policy on Retaliation;
  - 6.4.3.11 Information about the privacy of the process;
  - 6.4.3.12 Information on the right for each Party to have an Advisor of their choosing and suggestions for a way to identify an Advisor;
  - 6.4.3.13 A statement informing the parties that Policy 154 prohibits knowingly false statements, including knowingly submitting false information during the resolution process;
  - 6.4.3.14 A link to the University's VAWA brochure;
  - 6.4.3.15 The name of the investigator(s);
- 6.4.3.16 Instructions to notify the Title IX Coordinator upon receipt of the Notice of Investigation of any perceived conflict of interest or bias that the assigned investigator(s) may have; and
- 6.4.3.17 An instruction to preserve any evidence that may be related to the allegations.
- 6.4.4 Amendments and updates to the Notice of Investigation may be made as the investigation progresses and more information becomes available regarding the addition or dismissal of various charges.
- 6.4.5 The Notice of Investigation will be written and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address(es) of the parties as indicated in official University records, or emailed to the parties' University-issued email or designated accounts. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered.
  - 6.4.5.1 An investigator may conduct all, or any part of, an investigation by in-person communication or the use of audio or virtual technology.
  - 6.4.5.2 The University shall not access, consider, disclose, or otherwise use a Party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the Party, unless the University obtains the Party's voluntary, written Consent to do so for the Grievance under Policy 154.
  - 6.4.5.3 Advisors and witnesses will be instructed by the investigator(s) that the University expects them to maintain the privacy of the information learned due to their participation in the process. This information may not be shared with third parties, disclosed publicly, or used for purposes not explicitly authorized by the University.
- 6.4.6 The University presumes the Respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the Grievance Process.
- 6.4.7 The University will not restrict the ability of either Party to discuss the allegations under investigation or to gather and present relevant evidence to the

investigator(s). This section notwithstanding, Retaliation is prohibited. Any attempt to alter or prevent a witness or Party from testifying is a form of prohibited Retaliation. The parties may be directed to cease communications with one another (i.e., a “no contact order”). State laws protecting against defamation and tortious invasion of privacy still apply.

- 6.4.8 The University will provide an equal opportunity for the parties to identify relevant witnesses for the investigator to contact, including fact and expert witnesses, and to provide other inculpatory and exculpatory evidence to the investigator.
- 6.4.9 An investigator will not question the Complainant, or otherwise seek evidence, regarding the Complainant’s sexual predisposition or prior sexual conduct with anyone other than a Respondent for purposes of determining Consent.
- 6.4.10 Each Party may choose to be accompanied by an Advisor of the Party’s choice, who may be an attorney (at the Party’s own expense), to any related meeting or proceeding during the investigation. The Advisor may not disrupt a meeting or other proceeding or speak on behalf of the Party. The Advisor’s role outside of the live hearing is limited to listening and quietly conferring with the Party. If an Advisor is disruptive, the Advisor may be excluded from the meeting and future meetings or proceedings.
- 6.4.11 At any time before or during the investigation, an investigator may recommend that the University provide Supportive Measures to a Party or witness. Any individual’s intentional interference with Supportive Measures may be considered Retaliation and a separate violation of Policy 154.
- 6.4.12 If either Party fails to participate in the investigation, the investigator may make factual findings without the response of that Party, or the University may dismiss the case.
- 6.4.13 The University will provide each Party an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the Formal Complaint, including all inculpatory or exculpatory evidence, so that each Party can meaningfully respond to the evidence prior to the conclusion of the investigation.
- 6.4.14 If, at any point during the investigation, the

University determines a need to investigate allegations not included in the Formal Complaint, the University must provide notice of additional allegations to the parties, if known.

- 6.4.15 Upon conclusion of the investigative fact-finding, the investigator shall prepare a Draft Investigative Report that summarizes the Complainant’s allegations and Respondent’s responses, summarizes the relevant evidence and the material witnesses supporting or opposing the allegation(s), and includes preliminary factual findings.
- 6.4.16 Before the Draft Investigative Report is finalized as the Final Investigative Report, the investigator(s) will issue a written Notice of Opportunity to Review Draft Investigative Report and Evidence, attaching a copy of the Draft Investigative Report in a secure electronic format or hard copy format, which notifies the parties and their Advisors of their equal opportunity to review any evidence obtained as part of the investigation that is directly related to the allegations in the Formal Complaint, including evidence upon which the University does not intend to rely in reaching a determination of responsibility, whether inculpatory or exculpatory.
- 6.4.17 The parties may submit a written response to the investigator via email within ten (10) University Business Days of the date of the Notice of Opportunity to Review Draft Investigative Report and Evidence. This is the parties’ final opportunity to submit any additional information or witnesses and to challenge the investigator(s) for bias during the investigation. In the absence of good cause, an investigator shall not consider information discoverable through the exercise of due diligence that is not provided to the investigator(s) at this juncture. The investigator(s) shall consider any written response, information, or evidence provided by the parties.
- 6.4.18 Within seven (7) University Business Days of the expiration of the parties’ written response period, the investigator(s) will prepare a proposed Final Investigative Report that contains a statement of the factual allegations and the positions/responses of the parties; fairly summarizes all of the relevant evidence; contains the names of material witnesses; and describes the procedural steps taken during the investigation. If an investigation involves multiple Complainants, multiple respondents, or

both, the investigator(s) may prepare a single Final Investigative Report.

- 6.4.19 Within three (3) University Business Days of the investigator's completion of the proposed Final Investigative Report, the Title IX Coordinator or designee shall review the report to ensure compliance with Policy 154.
- 6.4.20 Once the Final Investigative Report is approved by the Title IX Coordinator or designee, it shall be provided by the investigator to the parties and their Advisors, if any, in a secure electronic transmission or hard copy format, at least fifteen (15) University Business Days prior to a live hearing, and simultaneously submitted to the Title IX Coordinator.
- 6.5 Pre-Hearing Disclosures, Impact Statement and Pre-Hearing Conference:
- 6.5.1 Required Disclosure of Witness and Expert Testimony: At least five (5) University Business Days before the hearing date, the Complainant(s), the Respondent(s), and the Title IX Coordinator on behalf of the University, must provide the Hearing Officer a list of documents and witnesses, including expert witnesses, intended to be presented at the live hearing. The Hearing Officer will then provide via email the respective document and witness lists to the Title IX Coordinator and the parties on the following University Business Day.
- 6.5.1.1 Unless otherwise stipulated, if an expert witness is listed, the witness list must be accompanied by a written report prepared and signed by the expert witness containing the subject matter on which the expert is expected to testify; the substance of the facts and opinions to which the expert is expected to testify; a summary of the grounds for each opinion; and the expert qualifications of the witness.
- 6.5.1.2 The Hearing Officer will review, resolve, and make a written record of the decision on any challenge posed by a Party of an investigator's bias during the investigation process prior to the commencement of a live hearing at a pre-hearing conference.
- 6.5.1.3 The parties and the University may submit, at or prior to the pre-hearing conference, a written statement containing the substantive relevant testimony of that Party or a witness. This statement must be approved by the Hearing Officer as to relevancy prior to being presented at the live hearing as per section 6.6.3.3.





6.5.2 After the issuance of the Final Investigative Report and at least three (3) University Business Days prior to the live hearing, a Party may submit an impact statement to the Title IX Coordinator. The impact statement is not evidence. Impact statements may be considered at the sanctioning phase, if a policy violation is found by the Hearing Panel.

6.5.2.1 The Title IX Coordinator will ensure that each Party has an opportunity to review any impact statement submitted by the other Party(ies) by emailing the impact statement received from a Party to the other Party on the University Business Day following receipt of the impact statement.

6.5.3 Each Party, after the issuance of the Final Investigative Report and at least five (5) University Business Days prior to the live hearing, must submit a list of initial questions which the Party seeks to have posed at the live hearing. This does not preclude additional questions being posed at the live hearing on behalf of a Party by the Party's Advisor.

6.5.4 A pre-hearing conference shall be coordinated by the Title IX Coordinator and chaired by the Hearing Officer. Parties and Advisors are encouraged, but not required, to be present. A pre-hearing

6.5.4.1 The purpose of the pre-hearing conference shall be to:

6.5.4.1.1 Identify the Hearing Panelists and address any objections to members of the panel;

6.5.4.1.2 Address evidentiary issues or questions to be posed at the hearing (i.e. numbers of witnesses, use of documents, expected length of hearing, etc.);

6.5.4.1.3 Ensure parties will have Advisors available to conduct cross examination and that the Advisor is familiar with the hearing process under Policy 154; and

6.5.4.1.4 Provide a forum to address any questions related to the Live Hearing process and procedures.

## 6.6 Live Hearing

6.6.1 Notice and Assignment of Hearing Officer and Hearing Panel:

6.6.1.1 The Title IX Coordinator will schedule a live hearing to occur no sooner than ten (10) University Business Days after the issuance of the Final Investigative Report; assign a Hearing Officer and Hearing Panel; and issue to the parties and the parties' Advisors, in either an electronic or hard copy format, a Notice of Hearing containing dates,

deadlines, and/or requirements for the orderly administration of the live hearing as established by the Hearing Officer. The Hearing Officer and the Hearing Panelists cannot be the same person(s) as the Title IX Coordinator or the investigator(s) and shall be selected from trained Hearing Officers and Hearing Panelists.

6.6.1.2 The Notice of Hearing will contain a statement informing the parties that the University must, upon either Party's request, provide for a live hearing where the parties are located in separate rooms with technology enabling the Hearing Officer, the Hearing Panelists and the parties to simultaneously see and hear the Party or witness answering questions/conference may be scheduled separately for each Party. The pre-hearing conference shall be conducted at least two (2) University Business Days prior to a scheduled live hearing and at least ten (10) University Business Days after the issuance of the Final Investigative Report being sent to the parties and Advisors, if applicable.

6.6.1.3 If a Party raises an issue of bias or conflict of interest of an Investigator or Hearing Officer at the hearing, the Hearing Officer may elect to address those issues, consult with legal counsel, and/or refer them to the Title IX Coordinator, and/or preserve them for appeal. If bias is not an issue at the hearing, the Hearing Officer should not permit irrelevant questions that probe for bias.

6.6.1.4 Record of Hearing: The University will record the hearing and make a copy of the recording or transcript of the hearing available to the parties for inspection and review. The official recording will be the sole property of the University, and the parties are prohibited from disseminating or making copies of the recording or transcript. The deliberation of the Hearing Panel will not be recorded. The recording of the live hearing will be preserved for seven (7) years from the date of the issuance of the Written Determination.

6.6.1.5 Location of Hearing: The hearing shall be conducted with all parties physically present in the same geographical location or, upon request by either Party or the Hearing Officer, any or all parties, witnesses, and other participants may appear at the live hearing virtually, with technology enabling participants to simultaneously see and hear each

other.

#### 6.6.2 Advisors

6.6.2.1 Notice of Right to Advisor: Each Party may be accompanied to the live hearing by an Advisor, who may be, but is not required to be, an attorney. Even if an attorney is selected by a Party to serve as an Advisor, all notices related to the live hearing and appeal process will be directed to and sent to the Party, not the attorney, and it is the Party's responsibility to provide copies to the Party's Advisor.

6.6.2.1.1 A Party shall notify the Title IX Coordinator at least five (5) University Business Days prior to the date of the hearing if the Party intends to have an Advisor of the Party's choice at the hearing. If a Party does not so notify the Title IX Coordinator, the University will have at the hearing an Advisor to conduct cross-examination on behalf of that Party, without fee or charge to the Party.

#### 6.6.3 Live hearing Procedures

6.6.2.2 Advisor Expectations: The University will not limit the choice or presence of an Advisor, but the Hearing Officer may limit an Advisor's participation if the Advisor becomes unreasonably disruptive to the proceedings.

6.6.2.3 An Advisor may not present evidence on a Party's behalf, present argument, testify, disrupt, or otherwise obstruct the live hearing. An Advisor's role, besides privately consulting with a Party, is exclusively to ask on behalf of a Party all relevant questions and follow-up questions of the other Party and any witnesses, including questions challenging credibility. Cross-examination at the live hearing must be conducted directly, verbally, and in real time by a Party's Advisor and never by a Party personally. Only questions relevant to determining the veracity of the allegations will be allowed.

6.6.2.4 A Party's Advisor may appear and conduct cross-examination for a Party even if the Party does not appear. Additionally, where one Party does not appear and that Party's Advisor of choice does not appear, a University-provided Advisor must still cross-examine the other, appearing Party "on behalf of" the non-appearing Party, resulting in consideration of the appearing Party's statements but not the non-appearing Party's statements

(without any inference being drawn based on the non-appearance).

- 6.6.2.5 If a Party's Advisor of choice refuses to comply with the Rules of Decorum set forth in Section 6.6.4, the University may provide that Party with a University-appointed Advisor to conduct cross-examination on behalf of that Party at the live hearing.
- 6.6.3.1 The Hearing Officer explains the hearing procedures and introduces the participants.
- 6.6.3.2 An investigator will then present a summary of the Final Investigative Report, including items that are contested and those that are not. The investigator is subject to questioning by the Hearing Officer and Hearing Panelists and the parties' Advisors. The investigator(s) will be present during the entire hearing process, but not during deliberations.
- 6.6.3.3 Prior to each party/witness being questioned, the Hearing Officer will allow a party/witness to read a pre-approved as to relevancy written statement of the party/witness's substantive testimony.
- 6.6.3.4 After the investigator presents a summary of the Final Investigative Report and is questioned, the Hearing Officer will first ask questions of the Complainant; the Hearing Officer will then permit the Complainant's Advisor to ask further questions of the Complainant, and the Hearing Officer will then permit the Respondent's Advisor to ask cross-examination questions of the Complainant. The Hearing Officer will then ask questions of the Respondent; the Hearing Officer will then permit the Respondent's Advisor to ask further questions of the Respondent; the Hearing Officer will then permit the Complainant's Advisor to ask cross-examination questions of the Respondent. Then, in the order determined by the Hearing Officer, additional witnesses will be questioned by the Hearing Officer. Then the Complainant's Advisor will be permitted by the Hearing Officer to ask questions and then Respondent's Advisor will be permitted by the Hearing Officer to ask questions of the witness. After each party/witness is questioned in this manner, the Hearing Officer will briefly adjourn and inquire of the other Hearing Panelist whether they have any additional questions which they would like to have posed to the party/witness. The Hearing Officer will then reconvene the hearing and ask any additional follow up questions, if any, from the

Hearing Panel.

- 6.6.3.5 Only relevant questions will be permitted, and the Hearing Officer shall determine relevance. All questions are subject to a relevance determination by the Hearing Officer prior to a Party or witness responding to the question. An Advisor, while remaining seated during questioning, will pose each proposed question orally. The proceeding will then pause, to allow the Hearing Officer to consider it, and the Hearing Officer will determine whether the question will be permitted, disallowed, or must be rephrased prior to the Hearing Officer instructing the Party or witness to proceed with responding.
- 6.6.3.5.1 Questions or evidence about a Complainant's sexual predisposition or prior sexual behavior are not relevant, unless (1) offered to prove that someone other than the Respondent committed the conduct alleged in the Formal Complaint; or (2) they concern specific incidents of the Complainant's prior sexual behavior with Respondent and are offered to prove Consent.
- 6.6.3.6 The Hearing Officer will have sole authority to determine whether a question is relevant and whether it will be permitted. The Hearing Officer may explore arguments regarding relevance with the Advisors, if the Hearing Officer so chooses. The Hearing Officer will then state their decision on the question for the record and advise the Party/witness to whom the question was directed, accordingly. The Hearing Officer will explain any decision to exclude a question as not relevant, or to reframe it for relevance.
- 6.6.3.7 The Hearing Officer will limit or disallow questions on the basis that they are irrelevant, unduly repetitious (and thus irrelevant), or abusive. The Hearing Officer's determinations of relevancy are final. The Hearing Officer may consult with legal counsel on any questions of relevancy. The Hearing Officer may ask an Advisor to explain why a question is or is not relevant, but the Hearing Officer will not allow explanation from an Advisor on relevance after the Hearing Officer has ruled on a question's relevance.
- 6.6.3.8 The Hearing Officer may exclude expert or other testimony that the Hearing Officer deems to be irrelevant.

- 6.6.4 Rules of Decorum and Enforcement of Compliance
- 6.6.4.1 The parties, the parties' Advisors, and all other participants in the live hearing must comply with the following Rules of Decorum:
- 6.6.4.1.1 Treat all other hearing participants respectfully and in a non-abusive manner.
- 6.6.4.1.2 Ask questions in a respectful, non-confrontational manner. Aggressive or abusive questioning of any Party
- 6.6.4.1.3 All requests to address the Hearing Panel shall be addressed to the Hearing Officer.
- 6.6.4.1.4 The Hearing Officer will rule on all requests, objections, and points of order.
- 6.6.4.1.5 The Hearing Officer's ruling(s) shall be final and all participants shall abide thereby.
- 6.6.4.1.6 Rules of common courtesy and decency shall be observed at all times.
- 6.6.4.1.7 An Advisor may request clarification of a procedural matter or object on the basis of procedure at any time by addressing the Hearing Officer after recognition by the Hearing Officer.
- 6.6.5 Role of University at Live Hearing
- 6.6.4.2 If a Party's Advisor of choice refuses to comply with the University's Rules of Decorum (for example, yelling at or arguing with the other Party), the Hearing Officer may exclude the Advisor from the hearing and utilize a University- appointed Advisor to the Party. Similarly, if an Advisor that the University provides refuses to comply with the Rules of Decorum, the University may provide that Party with a different Advisor to conduct cross-examination on behalf of that Party.
- 6.6.4.3 The University (including any official acting on behalf of the University, such as the Hearing Officer) has the right at all times to determine what constitutes appropriate behavior on the part of an Advisor or other participant in the hearing and to take appropriate steps to ensure compliance with the Rules of Decorum.
- 6.6.5.1 The University is not a Party to the live hearing, but the University, not the parties, bears the burden of presenting the evidence in the Final Investigation Report.
- 6.6.5.2 The University will remain objective and impartial throughout the Grievance Process, including the presentation of the Final Investigation Report at the live hearing. or witness is not permitted.
- 6.6.4.1.3 All requests to address the Hearing Panel shall be addressed to the Hearing Officer.
- 6.6.4.1.4 The Hearing Officer will rule on all requests, objections, and points of order.
- 6.6.4.1.5 The Hearing Officer's ruling(s) shall be final and all participants shall abide thereby.
- 6.6.4.1.6 Rules of common courtesy and decency shall be observed at all times.
- 6.6.4.1.7 An Advisor may request clarification of a procedural matter or object on the basis of procedure at any time by addressing the Hearing Officer after recognition by the Hearing Officer.
- 6.6.6 Hearing Panel Deliberations
- 6.6.6.1 Upon completion of the live hearing, the Hearing Panel shall deliberate in closed session with only the Hearing Officer and Hearing Panelists present.
- 6.6.6.2 After deliberating, the Hearing Panel shall make a finding based on the Preponderance of the Evidence with respect to each alleged policy violation. Each finding will be one of the following: "responsible," "not responsible," or "insufficient evidence." The Hearing Panel's findings are reached on a simple majority vote.
- 6.6.6.3 After deliberation, the Hearing Panel will complete a Summary of Hearing panel findings which will reflect the Hearing Panel's decision as to each alleged policy violation. The Hearing Panel must submit the Summary of Hearing Panel Findings to the Title IX Coordinator within two (2) University Business Days of the conclusion of the live hearing. In the event that the Summary of Hearing Panel Findings reflects any violation of Policy 154, within two (2) University Business Days the Title IX Coordinator will submit the Summary of the Hearing Panel Findings, the impact statements, if any, and the Final Investigative Report to the appropriate Sanction Evaluator.
- 6.6.6.3.1 In the event the Summary of Hearing Panel Findings does not reflect any finding of responsibility for a violation of Policy 154, the Title IX Coordinator will instruct the Hearing Panel to prepare and issue the Written Determination to the Title IX Coordinator within twenty (20) University Business Days as outlined in section 6.6.7.
- 6.6.6.4 Within five (5) University Business Days of receipt of the information submitted for review, the Sanction Evaluator will review the submitted



information and will make a recommendation to the Hearing Panel for the appropriate Sanction(s).

- 6.6.6.5 For Student Sanctions: In cases where the Respondent is a student, the Dean of Students or designee will act as the Sanction Evaluator and will consult with and recommend to the Hearing Panel what, if any, disciplinary action is warranted for the Respondent.
- 6.6.7 Written Determination
  - 6.6.6.6 For Employee Discipline: The Executive Director of Human Resources or designee will act as the Sanction Evaluator and will consult with and recommend to the Hearing Panel what, if any, disciplinary action is warranted for the Respondent.
  - 6.6.7.1 The Hearing Officer or Hearing Panel will provide the Written Determination to the Title IX Coordinator within twenty (20) University Business Days after the live hearing concludes. The Written Determination must include the following:
    - 6.6.7.1.1 Identification of the allegations potentially constituting Sex-Based Discrimination, Sexual Harassment and/or Retaliation as defined in Policy 154.
    - 6.6.7.1.2 A description of the procedural steps taken from the receipt of the Formal Complaint through the Written Determination, including any notifications to the parties, interviews with the parties and witnesses, site visits, methods used to gather other evidence, and hearings held.
    - 6.6.7.1.3 Findings of fact supporting the Written Determination.
    - 6.6.7.1.4 Conclusions regarding the application of Policy 154 to the facts.
    - 6.6.7.1.5 A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, and disciplinary Sanctions the University imposes on the Respondent, and whether the University shall provide remedies designed to restore and preserve equal access to the University's education program and activity to the Complainant.
    - 6.6.7.1.6 The University's procedures and permissible bases for the Complainant and Respondent to appeal.
  - 6.6.7.2 The Hearing Officer shall issue the Written Determination to the Title IX Coordinator and the parties simultaneously via email.

- 6.6.7.3 The Written Determination regarding responsibility and Sanctions becomes final when the Appeals Outcome is final or

## 6.7 Appeals

- 6.7.1 Either Party may appeal the Written Determination. The Appeal Outcome is final.
- 6.7.2 A Party may appeal the finding of responsibility or a Sanction for any of the following reasons:
  - 6.7.2.1 A procedural irregularity occurred in the investigation or hearing process that affected the outcome reflected in the Written Determination.
  - 6.7.2.2 New evidence that was not reasonably available at the time of the issuance of the Written Determination or dismissal, which could affect either the determination of whether a violation of Policy 154 occurred or the severity of the Sanction.
  - 6.7.2.3 The Title IX Coordinator, the investigator(s), a Hearing Panelist, or the Hearing Officer had a conflict of interest or substantiated bias that affected the outcome.
  - 6.7.2.4 The outcome was clearly erroneous based on the facts and evidence presented to the Hearing Panel.
  - 6.7.2.5 The Sanctions imposed are substantially disproportionate to the severity of the policy violation(s).
- 6.7.3 The Title IX Coordinator must receive a Party's written Notice of Appeal within ten (10) University Business Days after the issuance of the Written Determination. The Notice of Appeal must outline the ground(s) for the appeal and attach any supporting documentation.
- 6.7.4 Within five (5) University Business Days of the receipt of an appeal, the Title IX Coordinator will notify each Party:
  - 6.7.4.1 That a Notice of Appeal has been filed;
  - 6.7.4.2 An Appeal Examiner(s) has been assigned to consider the appeal;
  - 6.7.4.3 Contact information for the Appeal Examiner(s);
  - 6.7.4.4 That the Title IX Coordinator has confirmed that the Appeal Examiner(s) has no known conflict of interest;
- 6.7.5 Within ten (10) University business days of the Title IX Coordinator sending such notice to the parties, each Party may submit a Written Statement on Appeal to the Appeal Examiner(s) supporting or

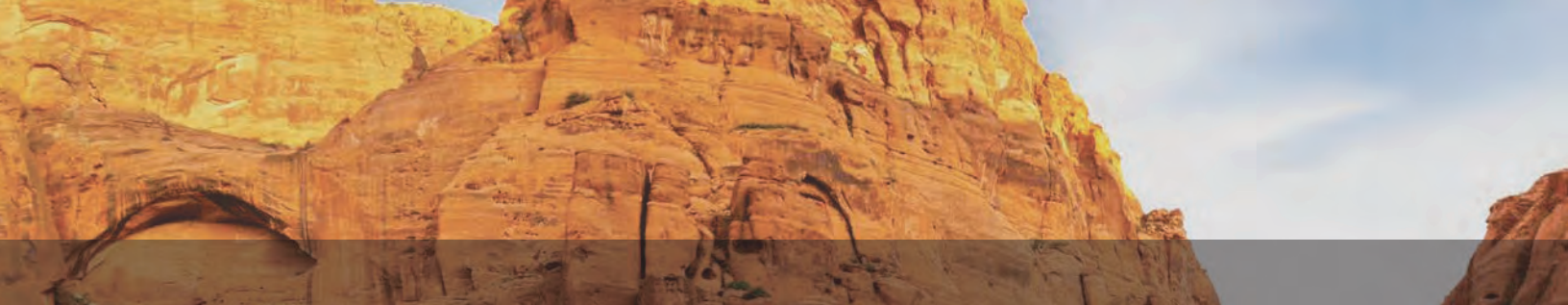
challenging the Written Determination.

- 6.7.6 The Appeal Examiner(s) may review the parties' Written Statements on Appeal, Written Determination, Final Investigation Report, and all evidence introduced at the live hearing, and the hearing recording or transcript when considering the appeal.
- 6.7.7 Within twenty (20) University Business Days, the Appeal Examiner(s) will provide to the parties the Written Decision on Appeal which may affirm or modify the Written Determination, remand the decision to the Hearing Panel, order further investigation or a new investigation, or overturn the Written Determination in whole or in part and shall include the rationale for the Appeal Examiner(s)' Decision.
- 6.7.8 The Appeal Examiner(s)' Decision on Appeal is final and concludes the University's Title IX process.
- 6.7.9 Title IX Appeal Examiner(s) Composition:
- 6.7.9.1 A single impartial external Appeal Examiner selected by the University; or
- 6.7.9.2 Appeal Examiner Panel Chair: One pool member will be randomly selected to chair each Appeal Examiner Panel as necessary; each can vote when selected as chair; each cannot concurrently serve as a chair or member of any other appeal board committee currently convened. Chairs may recuse themselves from any appeal board for any potential conflict of interest or potential bias.
- 6.7.9.3 An Appeal Examiner Panel comprised of four University employees: two full-time, tenured faculty members and two full-time staff members selected jointly by the Title IX Coordinator, the Faculty Senate, and the Staff Association to serve a three (3)- year, staggered term, who will have full voting rights.
- 6.7.9.4 Appeal Examiner Panelists: A pool of six University employees, three full-time, tenured faculty and three full-time staff will be selected jointly by the Title IX Coordinator, the Faculty Senate, and the Staff Association to serve staggered three (3) year terms as part of an appeal board pool. Three members will be randomly selected to serve on a specific board from the member pool and the chair pool, with each member having the right of recusal for any potential conflict of interest or potential bias.

Policy Owner: General Counsel

Policy Steward: Director of Equity Compliance and Title IX Coordinator

History: Approved 4/28/14; Revised 9/1/16; Revised 8/13/20; Editorial 7/1/22



## 164 Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment and Retaliation

- I. Purpose
- II. Scope
- III. Definitions
- IV. Policy
- V. References
- VI. V Procedures
- II. Addenda

### I. PURPOSE

I.1 The University is committed to maintaining an environment in which every member of the University Community is treated with respect and dignity, equal opportunities are promoted, and discriminatory practices, including unlawful discrimination, are prohibited. This policy defines and prohibits Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment and Retaliation against any member of the University Community; establishes expectations to prevent such misconduct; details how to report a violation of this policy; and outlines investigatory, disciplinary, and due process procedures for addressing reported violations of this policy.

### II. SCOPE

II.1 This policy applies if both the Complainant and Respondent are University Community members; or

II.2 If the Respondent is a student or employee of the University; or

II.3 If the conduct is by, or involving, any University Community member, and occurs:

II.3.1 On, or may have a continuing effect on, any

premises owned, leased or controlled by the University; or

II.3.2 In the context of any University-related or sponsored business, educational or other program or activity, regardless of location (including travel, study abroad, research, conferences, or internship programs); or

II.3.3 Through the use of University-owned or provided technology resources; or

II.3.4 If the conduct has a nexus to the University, such as continuing adverse effect, or the creation or continuation of a hostile environment; or

II.3.5 Where otherwise required by law.

II.4 If a Respondent is affiliated with the University, but is not a student or employee of the University, the affiliated entity's procedures may apply to the investigation and any resulting action.

II.5 The University has authority to investigate an allegation under this policy if the University becomes aware of an allegation within 180 calendar days from the date the incident(s) occurred. For ongoing misconduct, if the University becomes aware of the alleged misconduct within 180 days of the last incident, the University may also consider investigating an incident that occurred prior to the last 180 days. Any complaint submitted to the University after 180 days must include a statement of good cause explaining why the complaint was not submitted to the University within the 180-day period. The Director of Equity Compliance and Title IX (the Director) will make a determination as to whether the statement of good cause is sufficient to permit an investigation to proceed under this policy.



II.5.1 When the notice/complaint is submitted to the University affected by a significant time delay, the University will apply the policy and procedures in place at the time of the alleged misconduct.

II.6 If the Respondent is unknown or not a member of the University Community, the Office of Equity Compliance and Title IX will assist the affected individual in identifying appropriate University supportive measures and resources and non-University resources, and, at the individual's request, may assist in contacting law enforcement. In addition, the University may take other actions such as providing interim measures or accommodations to protect the individual and the University Community.

II.7 Withdrawal or Termination by a Respondent. If during the University's review, investigation, and/or processing of a Complaint a Respondent employee resigns, or a Respondent student withdraws or terminates enrollment, the University may decide to proceed with the review, investigation and processing of the Complaint. The University also reserves the right to impose sanctions on the former employee or student, including but not limited to conditioning their right to reapply, not providing a reference or placing notations on a student's transcripts.

### III. DEFINITIONS

III.1 **Adverse Actions:** Any act or omission that results in a materially adverse impact on the terms, conditions, and privileges of students, faculty, and staff, violates this policy when it is motivated by discrimination based on protected characteristics or in retaliation for protected activity. Adverse actions are not limited to denial of access to programs, services, or the provision of lesser services and do not necessarily involve the loss of money.

III.2 **Advisor:** Any person a Complainant or Respondent chooses as a support person and/or to consult with during any proceeding or meeting

under this policy. An Advisor may not speak on behalf of a party and is limited to being a non-active participant in any proceeding or meeting under this policy.

III.3 **Alternate Resolution:** An informal process by which a mutually agreed-upon resolution of an allegation of Protected Class or Non-Title IX Discrimination, Harassment, Sexual Harassment, or Retaliation is reached.

III.4 **Complaint:** A report received by the University's Office of Equity Compliance and Title IX alleging Protected Class or Non-Title IX Discrimination, Harassment, Sexual Harassment and/or Retaliation.

III.5 **Complainant:** A member of the University Community who is alleged to have experienced Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment, and/or retaliation.

III.6 **Confidential Resource:** A mental health counselor, health service provider, a University Ombuds, and/or a victim advocate with whom a Complainant may speak confidentially if a Complainant would like the details of an incident to be kept confidential.

III.7 **Consent:** Knowing, voluntary, and clear permission by word or action to engage in a sexual activity. Cannot be obtained through coercion, fraudulence, or from a person whom the Respondent knows, or should reasonably know, is incapacitated. Must be given by each participating party and may be given only by someone who is 18 years of age or older and who is not mentally and/or physically incapacitated. Consent is active, not passive. Consent requires an affirmatively communicated willingness through words and/or actions to participate in a sexual activity. Silence alone may not be interpreted as consent.

III.8 **Complainant:** A member of the University Community who is alleged to have experienced Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment, and/or retaliation.

III.9 **Confidential Resource:** A mental health counselor, health service provider, a University Ombuds, and/or a victim advocate with whom a Complainant may speak confidentially if a Complainant would like the details of an incident to be kept confidential.

III.10 **Consent:** Knowing, voluntary, and clear permission by word or action to engage in a sexual activity. Cannot be obtained through coercion, fraudulence, or from a person whom the Respondent knows, or should reasonably know, is incapacitated. Must be given by each participating party and may be given only by someone who is 18 years of age or older and who is not mentally and/or physically incapacitated. Consent is active, not passive. Consent requires an affirmatively-communicated willingness through words and/or actions to participate in a sexual activity. Silence alone may not be interpreted as consent.

III.11 **Consent Responsibility:** Since each individual may experience the same interaction in different ways, it is the responsibility of each party to determine that the other has consented before engaging in a sexual activity. This policy is violated by a Respondent who engages in a sexual activity with a Complainant without Complainant's consent.

III.11.1 If consent is not clearly provided prior to engaging in the sexual activity, consent may be ratified by word or action at some point during the sexual activity or thereafter, but clear communication from the outset is advisable. Consent requires a clear expression in words or actions that the other individual consents to a specific sexual activity. Reasonable reciprocation may be implied. For example, if a person kisses

you, you can kiss them back (if you want to) without the need to explicitly obtain the person's consent to being kissed back. Consent can be withdrawn at any time. If consent is withdrawn, that sexual activity should immediately cease. Consent to some sexual contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous intimate relationship is insufficient to constitute consent. Use of alcohol or drugs does not diminish an individual's responsibility to obtain consent prior to engaging in a sexual activity.

III.11.2 The existence of consent is based on the totality of the circumstances evaluated from the perspective of a reasonable person in the same or similar circumstances, including the context in which the alleged incident occurred and any similar previous pattern evidenced.

III.12 **Director:** The University's Director of Equity Compliance or designee that is authorized and designated by the University to coordinate its efforts to comply with Protected Class and Non-Title IX responsibilities under state and federal law.

III.13 **Discrimination:** Treating an individual or group differently or less favorably (e.g., denying rights, benefits, equitable treatment, or access to facilities available to others) on the basis of Protected Class or Non-Title sex-based discrimination.

III.14 **Draft Investigative Report:** A document issued by an investigator providing a summary of Complainant's allegation(s), Respondent's responses (if any), relevant evidence, and material witness statements, as well as preliminary factual findings.

3.12 **Final Investigative Report:** A document issued by an investigator after each party's opportunity to review the Draft Investigative Report and evidence collected during the investigation, which fairly summarizes all relevant evidence, identifies material witnesses and summarizes their statements, and describes the investigation procedures.

**III.13 Grievance Process:** A formal process commenced by the filing of a Complaint, including formal investigation and presentation to a Policy 164 Adjudicator for determination as to whether a Respondent is responsible for a violation of this policy, and the issuance of any related sanction(s).

**III.14 Harassment:** Unwelcome or offensive behavior that is based upon an individual's or group's Protected Class. Harassment may include conduct that is verbal, written, or physical in nature. Harassment that creates a Hostile Environment is prohibited by this policy. A person is capable of engaging in prohibited Harassment even if the person belongs to the same Protected Class as the individual or group targeted.

**III.14.1** Conduct that may constitute Harassment includes, but is not limited to:

**III.14.1.1** An epithet, slur, negative stereotyping, or threatening, intimidating or hostile act that relates to an individual's or group's Protected Class;

**III.14.1.2** Placing on a wall, bulletin board, email, or elsewhere on University premises, material that shows hostility or aversion to an individual's or group's Protected Class;

**III.14.1.3** Graphic, abusive, degrading, intimidating, or obscene jokes, comments, remarks or gestures directed at an individual based on Protected Class;

**III.14.1.4** Physical contact or intimidation against an individual or group based on Protected Class;

**III.14.1.5** Teasing, tricking, gossiping, workplace slighting, or excluding an individual from a project or activity, and any other workplace act, or educational program or activity, including an omission, done or not done taken because of a person's or group's Protected Class; or

**III.14.1.6** Retaliatory harassment occurs

when any similar conduct is done in retaliation for engaging in a Protected Activity.

**III.14.2** If, following an investigation under this policy, unwelcome and offensive conduct is identified but does not currently constitute Harassment, the University may direct a Respondent to cease such conduct, if such conduct might constitute Harassment were it to continue or be repeated.

**III.14.3** The forgoing definition of Harassment is not intended to limit academic freedom to discuss, teach, research, or publish regarding matters related to protected class. This policy does not prohibit authentic, civil discussions, or the holding of civil expressions of opinions. A person's disagreement with, or dislike for, a statement or expression is not proof that the statement or expression was threatening, intimidating, degrading, objectively offensive, or hostile.

**III.15 Mandatory Reporter:** Every University employee except if an employee defined as a Confidential Resource. With the exception of student employees, students are not Mandatory Reporters, but are encouraged to report suspected violations of this policy.

**III.16 Non-Title IX Sex-Based Status:** A common characteristic of a group that is legally protected from adverse treatment on the basis of sex, gender, sexual orientation, gender identity, gender expression, or pregnancy by which an individual qualifies for protection by a law, policy, or similar authority group and is not otherwise covered by or subject to Title IX and Policy 154.

**III.17 Notice of Investigation:** The written communication issued by the Director apprising the parties of the University's initiation of an investigation following the filing of a Complaint.

**III.18 Notice of Opportunity to Review Draft Investigative Report and Evidence:** The written communication issued by an investigator to the parties at the

conclusion of the initial investigation, apprising the parties and their Advisors of their equal opportunity to review and respond to evidence and the Draft Investigative Report.

Class, that conduct may violate this policy even if the individual or group does not actually belong to that class.

III.19 **Party:** A Complainant or Respondent.

III.24 **Reporter:** An individual who reports conduct alleged to be in violation of this policy but who is not the individual or group who allegedly experienced the prohibited conduct.

III.20 **Policy 164 Adjudicator:** An individual designated by the Director Compliance to (1) review the Final Investigative Report and factual evidence collected during the University's investigation; (2) to determine whether a policy violation occurred; (3) and to prepare the Written Determination and issue it to the parties.

III.25 **Respondent:** An individual accused of Protected Class or Non-Title IX Discrimination, Harassment, or Retaliation under this policy.

III.21 **Preponderance of Evidence:** More likely than not, based on all the reasonable evidence and reasonable inferences from the evidence. The evidentiary standard used during investigation/review to determine if a policy violation occurred.

III.26 **Responsible Employee:** Every University employee except an employee defined as a Confidential Resource. A Responsible Employee is a Mandatory Reporter for purposes of this policy.

III.22 **Protected Activity:** Making a good faith report under this policy; filing an external complaint of Protected Class or Non-Title IX discrimination, harassment or retaliation; opposing in a reasonable manner and consistent with University policy an action reasonably believed to constitute a violation of this policy; participating in proceedings involving a complaint under this Policy or under relevant law; or any other activity protected by federal or state civil rights law.

III.26.1 A Responsible Employee is not required to report information disclosed (1) at public awareness events (e.g., candlelight vigils, protests, or other public forums. In which individuals may disclose conduct prohibited by this policy); or (2) during an individual's participation as a subject in an Institutional Review Board-approved human subjects research project. The University may provide information about available resources at public awareness events, however, and an Institutional Review Board may, as it deems appropriate, require researchers to provide such information to all subjects of approved projects. If a Responsible Employee is unsure whether an event would be considered a public awareness event, the Responsible Employee should contact the Director.

III.23 **Protected Class:** A group with a common characteristic who are legally protected from adverse treatment on the basis of that characteristic. For purposes of this policy, Protected Class characteristics include race, ethnicity, color, religion, age, national origin, physical or mental disability, veteran status, genetic information, or any other non-sex-based status protected under applicable federal, state, or local law. (Protected Class characteristics of sex, gender, sexual orientation, gender identity, gender expression, or pregnancy are generally covered under University Policy 154 but may be addressed here in cases where Policy 154 does not have jurisdiction under Policy 154). If an individual or group discriminates against, harasses, or retaliates against an individual or group because that person believes the individual or group is a member of a Protected

III.27 **Retaliation:** Conduct against an individual or group involved in a Protected Activity or because of the individual or group's Protected Status or Non-Title IX sex-based status. Retaliation can take many forms, including, but not limited to, an adverse action, violence, threat, and/or intimidation that would discourage a reasonable person (under similar circumstances and with similar identity as the Complainant) from engaging in a Protected Activity or as a result of Protected Status or Non-Title IX sex-based status.

III.28 **Sanction:** Penalty(ies) or discipline imposed by the Sanctioning Board on a Respondent found to be in violation of this policy.

III.28.1 Sanctions for a Student Respondent:

Sanctions may include, but are not limited to, educational activities or experiences, loss of privileges, restorative justice measures, service projects, substance abuse and/or mental health care referrals, suspension or expulsion. The Sanctioning Board will determine the appropriate sanctions.

III.28.2 Sanction for an Employee Respondent:

Consistent with University Policies 371 and 372, Sanctions may include, but are not limited to, verbal guidance, corrective discussion, disciplinary actions, written warning, paid or unpaid administrative leave, suspension, or dismissal.

III.29 **Sanctioning Board:** A board comprised of three (3) to five (5) University employees selected by the Director who receive annual training on Protected Class and Non-Title IX Discrimination, Harassment, and Sexual Harassment.

III.30 **Discrimination:** Adverse action or conduct toward any University employee or student in the terms or conditions of employment, University admission, education, access to a University program or activity, or other University benefit or service, on the basis of inclusion or perceived inclusion in a Protected Class or Non-Title IX sex-based status, which has the effect of denying or limiting participation in a University program or activity; or used as the basis for a University's or University employee's decision affecting the individual (often referred to as "Quid Pro Quo").

III.31 **Non-Title IX Sexual Harassment:** Conduct committed by an individual upon any other person, regardless of the sex, sexual orientation, and/or gender identity of those involved, which for which the University does not have jurisdiction under Title IX and University

Policy 154, and which is one of the following:

III.31.1 **Quid Pro Quo:** When a University employee conditions the provisions of an aid, benefit, or service of the University on an individual's participation in unwelcome sexual conduct; or

III.31.2 **Unwelcome Conduct:** Conduct determined by a reasonable person to be so frequent or severe that it creates a hostile or offensive working or educational environment. Unwelcome conduct is evaluated based on the totality of the circumstances from the perspective of a reasonable person in the same or similar circumstances ("in the shoes of the Complainant"), including the context in which the alleged incident occurred and any similar, previous pattern that may be evidenced.

III.31.3 **Sexual Assault:** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent, including but not limited to any of the following:

III.31.3.1 Rape: The carnal knowledge (penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ) of another person without the consent of the victim, including instances where the victim is incapable of giving consent because of the victim's age or because of the victim's temporary or permanent mental or physical incapacity.

III.31.3.2 Sodomy: Oral or anal sexual intercourse with another person, without the consent of the victim, including instances in which the victim is incapable of giving consent because of the victim's age or because of the victim's temporary or permanent mental or physical incapacity.

III.31.3.3 Sexual Assault with an Object: The use



of an object or instrument to penetrate, however slightly, the genital or anal opening of the body of another person, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

III.31.3.4 Fondling: The touching of the private body parts of another person (buttocks, groin, breasts), for the purpose of sexual gratification, forcibly, and/or against that person's will (non-consensually), or not forcibly or against the person's will in instances in which the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.

III.31.4 **Sex Offenses, Non-forcible:** Includes any of the following:

III.31.4.1 Incest: Non-forcible sexual intercourse between persons who are related to each other, within the degrees wherein marriage is prohibited by Utah Law.

III.31.4.2 Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent of 18 years of age.

III.31.5 **Non-Title IX Dating Violence:** Violence committed by a person who is in, or has been in, a social relationship of a romantic or intimate nature with a Complainant. The existence of such a relationship shall be determined based on the Complainant'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. For the purposes of this definition, dating violence includes, but is not limited to,

sexual or physical abuse or threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

III.31.6 **Non-Title IX Domestic Violence:** Violence, on the basis of sex, committed by a current or former spouse or intimate partner of the Complainant, by a person with whom the Complainant shares a child in common, or by a person who is cohabitating with, or has cohabitated with the Complainant as a spouse or intimate partner, or by a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Utah, or by any other person against an adult or youth Complainant who is protected from that person's acts under the domestic or family violence laws of Utah.

III.31.6.1 The parties must be family members, current or former spouses, or have an intimate relationship and not be merely unrelated roommates.

III.31.7 **Non-Title IX Sex-Based Stalking:** Engaging in a course of conduct for which the University does not have jurisdiction under Title IX and University Policy 154, on the basis of sex directed at a specific person, that would cause a reasonable person to fear for the person's safety, or the safety of others, or suffer substantial emotional distress.

III.31.7.1 For the purposes of this definition, "course of conduct" means two or more acts, including, but not limited to: Acts in which the Respondent directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

III.31.7.2 "Reasonable person" means a person under a similar circumstance and with a similar identity to the Complainant.

III.31.7.3 Substantial emotional distress means significant mental suffering or anguish

that may, but does not necessarily, require medical or other professional treatment or counseling.

**III.31.8 Non-Title IX Sexual Exploitation:** Any act attempted or committed by a person for sexual gratification, financial gain, or other advancement through the abuse or exploitation of another person's sexuality for which the University does not have jurisdiction under Title IX and University Policy 154. Examples include, but are not limited to, non-consensual observation of an individual who is undressed or engaging in a sexual act, non-consensual audio or videotaping of sexual activity, prostituting another person, human trafficking, allowing others to observe a personal consensual sexual act without the knowledge or consent of all involved parties, and knowingly exposing an individual to a sexually transmitted infection without that individual's knowledge.

**III.32 Supportive Measures:** Upon notice of alleged Protected Class or Non-Title IX Discrimination, Harassment and/or Retaliation, non-disciplinary, non-punitive, free of charge individualized services will be offered to the Complainant and/or the Respondent by the University as appropriate and reasonably available. Such measures are designed to restore or preserve equal access to the University's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the University's educational environment, or deter Protected Class or Non-Title IX Discrimination, Harassment, and/or Retaliation.

**III.32.1** At the time that Supportive Measures are offered, the Director will inform the Complainant, in writing, that the Complainant may file a Complaint with the University either at that time or in the future, if Complainant has not done so already.

**III.32.2** The Director will ensure that a party's wishes are taken into account with respect to Supportive Measures and that the party's privacy is maintained as much as possible





without impairing the University's ability to provide the Supportive Measures. The University will act to ensure as minimal an academic impact on the parties as possible.

III.32.3 Supportive Measures may include, but are not limited to: safety planning, counseling, medical, and/or other health care services, academic support, extensions of deadlines or other course or program-related withdrawals, campus safety escort services, mutual restrictions on contact between the parties, altering University work and/or housing assignments, referral to community-based service providers, visa and immigration assistance, student financial aid counseling, leaves of absence, referral to the Employee Assistance Program, increased security and monitoring of certain areas of the campus, and other similar measures.

III.32.4 To the extent that maintaining such confidentiality does not impair the ability of the University to provide the Supportive Measures, the University maintains as confidential any Supportive Measures provided to the Complainant or Respondent.

III.33 **University Community Member:** A student, affiliate, administrator, faculty, volunteer, contractor, staff, trustee, vendor, customer, a participant in a University-sponsored program, service or activity, independent contractors, volunteers, and guests or visitors to the University Premises.

III.34 **University Premises:** All land, buildings, facilities, and other property in the possession of, or owned, used, leased, or controlled by the University.

III.35 **Third Party:** An individual who is not a University Community.

III.36 **Witness:** An individual who may have information relevant to a report of prohibited conduct.

## IV. POLICY

### IV.1 Nondiscrimination Notice and Prohibition Against Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment, and Retaliation

IV.1.1 The University is committed to maintaining an environment in which every member of the University Community is treated with respect and dignity, equal opportunities are promoted, and discriminatory practices, including unlawful discrimination, are prohibited. The University does not tolerate harassment or unlawful discrimination against any member of the University Community due to any Protected Class or Non-Title IX sex-based status under applicable law. The University prohibits retaliation against any member of the University Community Member who engages in a Protected Activity.

IV.2 Prevention and Education. This policy reflects the University's commitment to educate all University Community Members about the nature of Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment, and Retaliation. Additionally, the policy reflects the University's interest in providing protections available to all involved. The University is committed to the prevention of Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment, and Retaliation through regular and ongoing education and awareness programs provided to the University Community.

IV.3 The University has a duty to promptly and thoroughly investigate a Complaint under this policy and, if necessary, to take appropriate remedial action. This process is not an adversarial process.

IV.4 The following conduct (as defined in this policy) is prohibited:

IV.4.1 Harassment;

IV.4.2 Non-Title IX Sexual Harassment;

IV.4.3 Protected Class and Non-Title IX Discrimination; and

IV.4.4 Retaliation.

IV.5 Retaliation Reporting and Response: An act of alleged Retaliation should be reported immediately to the Director and will be promptly investigated. The University will take appropriate steps to protect individuals who fear they may be subjected to Retaliation. A complaint alleging Retaliation may be filed according to the same procedures for filing a complaint of Protected Class or Non-Title IX Discrimination, Harassment, or Sexual Harassment.

IV.6 Nothing in this policy shall be interpreted as diminishing any party's rights protected under the United States Constitution, or under Title VII of the Civil Rights Act of 1964 to be free from discrimination.

### IV.7 Office of Equity Compliance and Reporting Information

IV.7.1 How to Contact the Director: The University will provide and notify applicants for admission and employment, students, and employees of the name or title, office address, electronic mail address, and telephone number of the University employee designated as the Director; the nondiscrimination policy statement contained in Section 4.1 of this policy; the University's grievance procedures and grievance process contained in this policy, including how to report or file a Complaint of Protected Class and Non-Title IX Discrimination, Harassment, and/or Retaliation; and, how the University will respond.

IV.7.2 Dissemination of Office of Equity Compliance Information: The University will prominently display the contact information and policy statement described in 4.1 on the University's website and in each handbook or catalog that it makes available to applicants for admission and employment, students, and employees of the University.

IV.7.3 How to Report an Equity Compliance concern: Any person may report Protected Class and Non-Title IX Discrimination, Harassment, and/or Retaliation (whether or not the Director using any of the following methods:

IV.7.3.1 In Person: Holland Centennial

Commons Building, 579 (during University business hours);

IV.7.3.2 By Mail: Addressed to the Director of Equity Compliance and Title IX, 225 South University Avenue, Holland Centennial Commons Building, 579 St. George, UT 84770;

IV.7.3.3 By Email: [titleix@utahtech.edu](mailto:titleix@utahtech.edu);

IV.7.3.4 Via Online Submission: [https://cm.maxient.com/reportingform.php?UtahTech&layout\\_id=0](https://cm.maxient.com/reportingform.php?UtahTech&layout_id=0) or

IV.7.3.5 Via Other Means: By any other means that results in the Director receiving the person's verbal or written report.

IV.8 Mandatory Reporting by a Responsible Employee: Any Responsible Employee must promptly report any concern of Protected Class and Non-Title IX Discrimination, Harassment and Retaliation to the Director via any of the reporting options listed at <https://titleix.utahtech.edu/education-and-prevention/>

IV.8.1 Exceptions to the Responsible Employee reporting requirement under Section 4.7.6 are:

IV.8.1.1 Disclosures made in the course of academic work product consistent with the assignment (e.g. public speaking class, creative writing assignment, group work).

IV.8.1.2 Others Who Should Report: All other University Community Members who become aware of Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment, or Retaliation should report such issues, with the consent of the alleged victim, to the Director

IV.8.1.3 Who May Not Report: Licensed mental health counselors and medical professionals working within the

scope of their licenses, or designated advocates authorized by the Director (Confidential Resources), generally may not report incidents of Protected Class or Non- Title IX Discrimination, Harassment, Sexual Harassment or Retaliation except with written consent, other than in instances of imminent danger or when the victim is a minor or vulnerable adult.

#### IV.9 Confidentiality

IV.9.1 The University maintains as confidential any Supportive Measures provided to the Complainant or Respondent, to the extent that maintaining such confidentiality does not impair the University's ability to provide the Supportive Measures.

IV.9.2 Except as may be permitted by the federal Family Educational Rights and Privacy Act (FERPA), its regulations, or as required by Utah Government Records and Management Act (GRAMA), the federal Health Information Portability and Accountability Act (HIPAA), or other law, or to carry out the purposes of this policy including conducting any investigation, meeting, or judicial proceeding arising under this policy, the University keeps confidential the identity of any individual who makes a report of Protected Class or Non-Title IX Discrimination, Harassment, Sexual Harassment, or Retaliation, including any individual who has filed a Complaint, any Complainant, any individual who has been reported to be in violation of this policy, any Respondent, and any witness. When a complaint alleging a violation of this policy is investigated, all parties to the investigation, including Witnesses, will be notified of the University's expectation of confidentiality. The University will only release information obtained in the course of an investigation on a "need to know" basis to the extent permitted by this policy and applicable law and consistent with the University's thorough investigation of the complaint.

IV.9.3 Breaches of confidentiality will be reviewed and may be considered a violation of this policy subject to disciplinary action.

IV.9.4 The University will protect confidential communications to designated University advocates authorized by the Director and protected under the Utah Campus Advocate Confidentiality Amendments (Utah Code 53B-28-101 et seq.), where disclosure is not required by applicable federal law, including Title IX, Title VII, or the Clery Act, or consented to in writing.

IV.10Amnesty: An individual who makes a good faith report of Protected Class or Non-Title IX Discrimination, Harassment, Sexual Harassment, or Retaliation that was directed at the individual or another person or group, will not be sanctioned by the University for a violation of University policy related to the use of drugs or alcohol which the University discovers because of the report.

IV.11Disability Accommodation in the Formal Grievance Process

IV.11.1 The University is committed to providing reasonable accommodations and support to qualified students, employees or others with disabilities, to ensure equal access to the process outlined in this policy. Complainants, Respondents, and other participants to the processes outlined in this policy may request accommodations necessary under the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act. Students needing such accommodations or support should contact the Disability Resource Center. Employees needing such accommodations should contact the Executive Director of Human Resources. The Disability Resource Center or Human Resources will review the request and, in consultation with the person requesting the accommodation and the Director, determine which accommodations are appropriate and necessary for full participation in the process.

IV.12Rights of Complainant and Respondent Following a Reported Violation of this Policy.

IV.12.1 The Complainant and Respondent have equal rights:

IV.12.1.1 To be treated with dignity and respect by University employees;

IV.12.1.2 To take advantage of Supportive Measures;

IV.12.1.3 To receive timely notice of the proceedings, process, and outcome under this policy;

IV.12.1.4 To have an Advisor, who serves as a support person to the party and a non-active participant in meetings, conferences, or hearings, present at any meeting, conference, or hearing under this policy;

IV.12.1.5 To refuse to engage in informal resolution of a complaint;

IV.12.1.6 To present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;

IV.12.1.7 To receive amnesty for certain student misconduct, such as drug and alcohol violations, that occurred ancillary to the complaint at hand and consistent with this policy;

IV.12.1.8 To be free from retaliation for reporting violations of this policy or cooperating with an investigation;

IV.12.1.9 To be informed in writing of the outcome or resolution of the complaint, any sanctions, and the rationale for the outcome, where permissible;

IV.12.1.10 To exercise a right of appeal as afforded in this policy.

IV.12.2 The Complainant shall have the right to:

IV.12.2.1 At all times decide if or when to file a

complaint, report to law enforcement, and determine whether to proceed with a complaint, at the individual's discretion.

IV.12.3 The Respondent shall have the right to:

IV.12.3.1 Be presumed not responsible for all allegations until found responsible for alleged misconduct under in violation of this policy.

#### IV.13 Training

IV.13.1 The University shall comply with federal law requirements for training of the Director, investigators, Policy 164 Adjudicators, Policy 164 Adjudicators, Appeal Examiners, and any person who facilitates an informal resolution process (jointly or as applicable in their respective roles) on:

IV.13.1.1 the definitions of Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment and Retaliation;

IV.13.1.2 the scope of this policy and procedures as it applies to the University's education programs and activities;

IV.13.1.3 reporting, confidentiality, and privacy requirements;

IV.13.1.4 definitions of all prohibited conduct under this policy and how to apply the definition of consent consistently, impartially, and in accordance with this policy;

IV.13.1.5 how to conduct an unbiased investigation;

IV.13.1.6 the University's Grievance Process, appeal, and the informal resolution process;

IV.13.1.7 how to uphold fairness, equity, and

due process;

IV.13.1.8 how to determine appropriate sanctions; and,

IV.13.1.9 how to serve impartially, including avoiding prejudgment of the facts at issue, conflicts of interest, and bias, including implicit bias.

IV.13.2 Training materials will promote impartial investigations and adjudications of Complaints of Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment and Retaliation.

IV.13.3 The University will ensure investigators and Policy 164 Adjudicators are trained on how to determine issues of relevance of evidence.

IV.13.4 The University will ensure that investigators are trained in how to investigate thoroughly, reliably, and impartially, and on issues of relevance, in order to create an investigative report that fairly summarizes relevant evidence.

#### IV.14 Recordkeeping

IV.14.1 The Office of Equity Compliance will maintain the following documentation for a period of seven (7) years of each Protected Class and Non-Title IX Discrimination, Harassment, Sexual Harassment, and/or Retaliation matter which is investigated or resolved:

IV.14.1.1 Record of the investigation including any Written Determination regarding responsibility, any audio, audiovisual recording, or transcript required by this policy;

IV.14.1.2 Any Sanction(s) imposed on a Respondent, and any remedies provided to a Complainant designed to restore or preserve equal access to the University's education program, employment or activity;

IV.14.1.3 Any appeal and the result; and

IV.14.1.4 Any informal resolution and the result.

IV.14.2 For each report to the Director of Protected Class or Non-Title IX Discrimination, Harassment, Sexual Harassment, or Retaliation, in a University education program, employment, or activity against a person, the Office of Equity Compliance must create, and maintain for a period of seven (7) years, a record of any action, including any Supportive Measures, taken in response to a report or Complaint of Protected Class or Non-Title IX Discrimination, Harassment, Sexual Harassment, or Retaliation. In each instance, the Office of Equity Compliance must document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the University's education program, employment, or activity. If the University does not provide a Complainant with Supportive Measures, then the Office of Equity Compliance must document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the University in the future from providing additional explanations or detailing additional measures taken.

IV.15 Motivating Factor. A University Community Member may establish discrimination by showing that a Protected Class, Non-Title IX sex-based status, or Protected Activity were motivating factors in the adverse action, harassment, or sexual harassment. Because many actions can have multiple or mixed motives, an institution or individual can defend claims by showing that the action would have occurred even in the absence of discrimination, harassment, or sexual harassment.

IV.15.1 The University reserves the right to find a violation of this policy when the evidence shows that an individual's Protected Class, Non-Title IX sex-based

status, or Protected Activities were a motivating factor behind an adverse action, discrimination, harassment, or sexual harassment. Other factors and motives may be considered in determining sanctions or remedies.

IV.16 Standard of Proof. The Policy 164 Adjudicator will decide, by a preponderance of the evidence, whether there is sufficient evidence to support a finding of a violation of this policy.

IV.17 Overlap with other University Policies.

IV.18 This policy recognizes overlap between the Student Rights and Responsibilities, employee handbook rules and other University policies. This policy takes precedence with respect to matters covered under this policy. When conduct can be charged under two University policies (or a series of related acts/ transactions implicates violations of two policies), the policies may run concurrently if the University deems it appropriate to do so. For Non-Title IX Discrimination, Sexual Harassment, or Discrimination, this policy governs and takes precedence only in circumstances when the University Policy does not have jurisdiction over the alleged misconduct under Title IX and University Policy 154. Policy 154 will take precedence.

## V. REFERENCES

V.1 Utah Code Ann. 13-7

V.2 Title VI and VII of the Civil Rights Act of 1964

V.3 Title IX of the Higher Education Amendments Act of 1972 (Title IX)

V.4 The Age Discrimination in Employment Act of 1967 as amended in 1978

V.5 The Americans with Disabilities Act of 1990 as amended in 2008

V.6 Section 504 of the Rehabilitation Act of 1973



- V.7 The Genetic Information Nondiscrimination Act of 2008
- V.8 The Vietnam Era Veteran’s Readjustment Assistance Act
- V.9 The Family Education Rights and Privacy Act of 1974 (FERPA)
- V.10 Executive Order 11246 regarding discriminatory practices in hiring and employment
- V.11 41 CFR 60-1.35(c)
- V.12 The Higher Education Act of 1965 as amended by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act
- V.13 University Policy 154: Sex-Based Discrimination, Sexual Harassment, and Retaliation
- V.14 University Policy 552: Student Conduct Code

VI.1.3 Complaints Against Director of Equity and Compliance. Any complaints of alleged violations of this policy against the Director of Equity and Compliance should be reported using the University’s Whistleblower Hotline: <https://utahtech.edu/report-a-concern/>

VI.1.4 Conduct Prohibited Under this Policy. This policy is interpreted in a manner consistent with the applicable federal, state, and/or local laws. However, the University reserves the right to find a violation of this policy even when the conduct does not rise to the level that would violate federal, state, or local law.

VI.1.5 The Director will determine whether the Complainant prefers a supportive and remedial response, an Informal Resolution option, or a formal investigation and Grievance Process.

VI.1.5.1 If supportive and remedial response is preferred, the Director will communicate with the Complainant to identify Complainant’s wishes, and the Director will then seek to facilitate implementation. No formal Grievance Process is initiated, though the Complainant may elect to initiate one later, if desired.

VI.1.5.2 If an Informal Resolution option is preferred, the Director assesses whether the reported concern is suitable for Informal Resolution and may seek to determine if the Respondent is also willing to engage in Informal Resolution.

VI.1.5.3 If a formal Grievance Process is preferred, the Director determines if the misconduct alleged falls within the scope of this policy:

VI.1.5.3.1 If it does, the Director will initiate the Grievance Process and an investigation, directing the investigation to address: an incident, and/or a pattern of alleged misconduct, based on the nature of the complaint.

## VI. PROCEDURES

### VI.1 Initial Review of a Report under Policy 164

VI.1.1 Initiating a Complaint Under this Policy. Once a report alleging that this policy has been violated is received by the Office of Equity Compliance, the Director will promptly contact the Complainant or Reporter to gather information about the allegation(s) and determine whether the alleged behavior constitutes a potential violation of this policy. If so, the Director will assign the case to an investigator(s) for investigation. If the Director determines that the allegations, even if found to be true, would not constitute a policy violation, the Director has the discretion to either close the investigation or address the allegations informally.

VI.1.2 The Director must notify the University’s Clery Officer of any report which may fall under the Clery Act, and the University’s Clery Officer in the University’s police department will further assess the reported conduct for any Clery obligations, including issuance of a timely warning.

VI.1.5.3.2 If it does not fall within the scope of this policy, the Director determines that this policy does not apply and assesses if another University policy may apply, which resolution process may be applicable, and, if possibly falling under another University policy, will refer the matter accordingly. If the case falls under the jurisdiction of 154, the Director will retain the case and proceed with the process outline in Policy 154.

VI.1.5.4 If the Complainant asks the Director not to pursue an investigation, the Director may not be able to honor this request if doing so would prevent the University from meeting its obligations and responsibilities as indicated throughout this policy.

VI.1.6 Immediate Removal: The Director may use sole discretion, or confer with the University's Crisis Assessment Risk and Evaluation (CARE) team, to determine whether a Respondent must be removed from one or more University education programs, employment, or activities on an emergency basis as an immediate threat to the physical health or safety of any University Community Member arising from the allegations of misconduct. The Director may take immediate action when necessary to secure the physical health and/or safety of a Complainant. At the time that an Immediate Removal is imposed, the Director will inform the Respondent of the Immediate Removal action and the reason(s) for the action and inform the Respondent that a meeting will take place to review the Immediate Removal.

VI.1.6.1 Immediate Removal Meeting  
Procedures: As soon as practical, but no later than ten (10) University Business Days from the time the Immediate Removal is imposed, a meeting will take

place between the Respondent, the Director, and a university police officer to review the Immediate Removal. The Respondent will have an opportunity at the meeting to demonstrate to the Director and the University police officer why the Immediate Removal should not continue. An Advisor for the Respondent may accompany the Respondent to this meeting as a support person, but the Advisor may not actively participate in the meeting.

VI.1.6.2 Based on a reasonable evaluation of the information presented by the Respondent at the meeting, the Director will notify the Respondent within 48 hours of the meeting of the Director's decision to remove, sustain, or modify the Immediate Removal.

VI.1.6.3 Non-Student Employee Leave: A non-student employee Respondent may be placed on paid administrative leave in accordance with this policy.

## VI.2 Informal Resolution

VI.2.1.1 Informal Resolution: At any time prior to reaching a determination regarding responsibility, the University may facilitate an Informal Resolution process, such as mediation, that does not involve a full investigation and adjudication. The decision to enter into an Informal Resolution will be a voluntary option to the parties, and neither party may be required to enter into such.

VI.2.1.2 Informal Resolution can include two different approaches: when the parties agree to resolve the matter through an Alternate Resolution (including mediation, restorative justice practices, etc.); or when the Respondent accepts responsibility for violating policy, and desires to accept a sanction and end the resolution process.

VI.2.1.3 To initiate an Informal Resolution, a Complainant needs to submit a Complaint as defined above. If a Respondent wishes to initiate an Informal Resolution, they should contact the Director to so indicate.

VI.2.1.4 It is not necessary to pursue an Informal Resolution first in order to pursue a formal Grievance Process, and any party participating in an Informal Resolution can stop the process at any time and begin or resume the formal Grievance Process.

VI.2.1.5 Prior to implementing Informal Resolution, the University will provide the parties with written notice of the reported misconduct and any sanctions or measures that may result from participating in such a process, including information regarding any records that will be maintained or shared by the University.

VI.2.1.6 The Director will obtain voluntary, written confirmation that all parties wish to resolve the matter through an Informal Resolution before proceeding and will not pressure the parties to participate in an Informal Resolution.

## VI.2.2 Alternate Resolution

VI.2.2.1 The Complainant and the Respondent must consent in writing to the use of Alternate Resolution.

VI.2.2.2 The Director must approve the use of Alternate Resolution. The Director may look to the following factors to assess whether Alternate Resolution may be most successful for all parties: the parties' amenability to Alternate Resolution; likelihood of potential resolution, taking into account any power dynamics between the parties; the parties' motivation to participate; civility of the parties; cleared violence risk assessment/ongoing risk analysis; disciplinary history; whether an emergency removal is needed; skill of the Alternate Resolution facilitator with this type of complaint; complaint complexity; emotional investment/intelligence of the

parties; rationality of the parties; goals of the parties; adequate resources to invest in Alternate Resolution (time, staff, etc.)

VI.2.2.3 The ultimate determination of whether Informal Resolution is available or successful is to be made by the Director. The Director maintains records of any resolution that is reached, and failure to abide by this resolution agreement may result in appropriate responsive/disciplinary actions. Results of complaints resolved by Informal Resolution or Alternate Resolution are not appealable.

## VI.2.3 Respondent Accepts Responsibility for Alleged Violation(s)

VI.2.3.1 The Respondent may accept responsibility for all or part of the alleged policy violations at any point during the resolution process. If the Respondent indicates an intent to accept responsibility for all of the alleged misconduct, the formal Grievance Process will be paused, and the Director will determine whether Informal Resolution can be used according to the criteria in Section 6.3 above.

VI.2.3.2 If Informal Resolution is appropriate, the Director will determine whether all parties and the University are able to agree on responsibility, sanctions, and/or remedies. If so, the Director will implement the accepted findings that the Respondent is in violation of this policy and the Director will implement the agreed-upon sanction(s) and/or responsive action(s), in coordination with other appropriate administrator(s), as necessary.

VI.2.3.3 This Informal Resolution result is not subject to appeal once all parties indicate their written assent to all agreed upon terms of the Informal Resolution. If the parties cannot agree

on all terms of the Informal Resolution, the formal Grievance Process will resume at the same point where it was paused, if the Grievance Process was commenced. 6.2.3.4 When an Informal Resolution is reached, the appropriate sanction(s) or responsive action(s) will be promptly implemented in order to effectively stop the discrimination, harassment, sexual harassment, or retaliation prevent its recurrence, and remedy the effects of the misconduct, both on the Complainant and the University Community.

### VI.3 Grievance Process General Principles

VI.3.1 Complainants, Respondents, and witnesses will be treated equitably and with respect throughout the Grievance Proceedings.

VI.3.2 No Right to Confront Parties or Witnesses. The Director is not required to conduct evidentiary hearings as part of the Grievance Process. As a result, parties should not anticipate or expect direct confrontation or an opportunity to cross-examine other parties or witnesses. The Director may, in some cases, meet with the parties together if this will facilitate an Informal Resolution.

VI.3.3 The Director, investigator, Policy 164 Adjudicator, Sanctioning Board member, and the Appeal Examiner will evaluate all relevant evidence, both inculpatory and exculpatory, objectively and determine credulity without respect to a person's status as Complainant, Respondent, or witness.

VI.3.4 Any deadlines or timeframe provided in this policy may be extended by the Director for good cause with written notice to the parties citing the reason(s) for the extension. Good cause may include considerations such as the absence of a party, a party's Advisor, or witness; concurrent law enforcement activity or investigation; or the need for language assistance or accommodation of disabilities.

VI.3.4.1 A party may also submit a request for a temporary delay or limited extension to the Director. Any such request should include the reason(s) for the request. If the request is reasonable under the circumstances, the Director may grant the request in whole or part. If no good cause exists, the Director may deny the request in writing.

VI.3.5 Any person designated as a Director, investigator, Policy 164 Adjudicator, Sanctioning Board member, or Appeal Examiner shall be free of conflict of interest or bias for or against Complainants or Respondents generally or individually. All potential instances of bias or a conflict of interest must be promptly reported to the Director. The Director will determine whether actual bias or an actual conflict of interest exists by consulting with appropriate University representatives. If the Director is the individual alleged to have bias or a conflict of interest, then a representative from Human Resources will determine whether any bias or conflict of interest exists. 6.3.6 Respondents, Complainants, and witnesses shall not knowingly make materially false statements or knowingly submit materially false information during the Grievance Process. However, a determination regarding responsibility alone is not sufficient to conclude that any individual proffered a material falsehood.

VI.3.7 Complainants and Respondents shall have Supportive Measures made available and be given the opportunity to request modifications necessary for physical and/or emotional safety.

VI.3.8 After a Complaint is received by the Director, the Complainant shall be instructed by the Director to provide and preserve all corroborating or potentially relevant evidence in any format, and to provide a list of potential witness names and contact information if available.

VI.3.9 The University will provide written notice (with sufficient time for the party to prepare

to participate) of the date, time, location, participants, and purpose of all investigative interviews or other meetings.

VI.3.10 Consolidation of Complaints. The University may consolidate Complaints against more than one Respondent, or by more than one Complainant against one or more Respondents, or by one party against the other party, where the allegations of Protected Class or Non-Title IX Discrimination, Harassment, Sexual Harassment, or Retaliation arise out of the same facts or circumstances.

#### VI.4 Investigation

VI.4.1 Every University Community Members must fully cooperate with the University's procedures and processes under this policy. In some circumstances, a refusal to cooperate by a University Community Member may result in discipline.

VI.4.2 After the Director determines that a Complaint falls within the scope of this policy and determines that it cannot be resolved through the Informal Resolution Process, the University will conduct a thorough, impartial investigation by interviewing witnesses, collecting documentary evidence, and preparing a written report of relevant evidence. The purpose of the investigation is to gather all relevant evidence and prepare an Investigation Report for the Policy 164 Adjudicator. The burden of gathering evidence rests on the University and not on the parties. The University reserves the right to retain an external investigator to conduct the investigation following this policy. The University strives to complete all investigations within sixty (60) University Business Days, however, an investigation may take longer depending on the nature, extent, and complexity of the allegations, availability of witnesses, police involvement, and/or other circumstances. The process proceeds as follows:

VI.4.2.1 The Director will assign the Complaint to an internal or external investigator who has no apparent conflict of interest.

If the Director determines an assigned investigator has a conflict of interest or is otherwise unavailable, the Director may assign the Complaint to another investigator.

VI.4.3 Notice of Investigation: Upon initiating an investigation, the Director will provide the parties with a Notice of Investigation, with copies of this policy and the Complaint. The Notice of Investigation shall include:

VI.4.3.1 A meaningful summary of the allegations;

VI.4.3.2 The identity of the parties involved (if known);

VI.4.3.3 The precise misconduct being alleged;

VI.4.3.4 The date and location of the alleged incident(s) (if known);

VI.4.3.5 The specific policy sections implicated;

VI.4.3.6 A description of the applicable procedures;

VI.4.3.7 A statement of the potential sanctions/responsive action(s) that could result;

VI.4.3.8 A statement that the University presumes the Respondent is not responsible for the reported misconduct unless and until the evidence supports a different determination;

VI.4.3.9 A statement about the University's policy on retaliation;

VI.4.3.10 Information about the privacy of the process;

VI.4.3.11 A statement informing the parties that this policy prohibits knowingly false statements, including knowingly submitting false information during the resolution process;

VI.4.3.12 Information on the right for each party to have an advisor of their choosing for the sole purpose of providing support to the party;

VI.4.3.13 The name of the investigator(s);

VI.4.3.14 Instructions to notify the Director upon receipt of the Notice of Investigation of any perceived conflict of interest or bias that the assigned investigator(s) may have; and

VI.4.3.15 An instruction to preserve any evidence that may be related to the allegation(s).

VI.4.4 Amendments and updates to the Notice of Investigation may be made as the investigation proceeds and more information becomes available regarding the addition or dismissal of various allegations.

VI.4.5 The Notice of Investigation will be written and may be delivered by one or more of the of the following methods: in person, mailed to the local or permanent address(es) of the parties as indicated in official University records, or emailed to the parties' University-issued email or designated accounts. Once mailed, emailed, and/or received in-person, notice will be presumptively delivered. If the Notice of Investigation is delivered in person, Respondent will be instructed to schedule an initial interview at a later date in order to allow Respondent sufficient time to secure an advisor and fully consider and understand the information provided in the notice.

VI.4.5.1 An investigator may conduct all, or any part of, an investigation by in-person communication or the use of audio or virtual technology.

VI.4.5.2 Flexibility of Investigative Process. Most investigations will follow similar steps, but the order of those steps may vary.

For example, a Complainant's witnesses or Respondent's supervisor might be interviewed before the Respondent.

VI.4.5.3 The University shall not access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the University obtains the party's voluntary, written consent to do so for the Grievance Process under this policy.

VI.4.5.4 Advisors and witnesses will be instructed by the investigator(s) that the University expects them to maintain the privacy of the information learned due to their participation in the process. This information may not be shared with a Third Party or any other person or group, disclosed publicly, or used for purposes not explicitly authorized by the University.

VI.4.6 The University presumes the Respondent is not responsible for the alleged misconduct until a determination regarding responsibility is made at the conclusion of the Grievance Process.

VI.4.7 The University will provide an equal opportunity for the parties to identify relevant witnesses for the investigator to contact, including fact and expert witnesses, and to provide other inculpatory and exculpatory evidence to the investigator.

VI.4.8 Each party may choose to be accompanied by an advisor of the party's choice, who may be an attorney (at the party's own expense), to any related meeting or proceeding during the investigation. The advisor may not disrupt a meeting or other proceeding or speak on behalf

of the party. If an advisor is disruptive, the advisor may be excluded from the meeting and future meetings or proceedings. The sole role of the advisor will be to privately consult with the party.

VI.4.9 At any time before or during the investigation, an investigator may recommend that the University provide Supportive Measures to a party or witness. Any individual's intentional interference with Supportive Measures may be considered retaliation and a separate violation of this policy.

VI.4.10 If either party fails to participate in the investigation, the investigator may still proceed with the investigation and make factual findings without the response or participation of that party, or the University may dismiss the case.

VI.4.11 The University will provide each party an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the Complaint, including all inculpatory or exculpatory evidence, so that each party can meaningfully respond to the evidence prior to the conclusion of the investigation.

VI.4.12 If, at any point during the investigation, the University determines a need to investigate allegations not included in the Complaint, the University must provide notice of additional allegations to the parties, if known.

VI.4.13 Upon conclusion of the investigative fact-finding, the investigator shall prepare a Draft Investigative Report that summarizes the Complainant's allegations and Respondent's responses, summarizes the relevant evidence and the material witnesses supporting or opposing the allegation(s), and includes preliminary factual findings.

VI.4.14 Before the Draft Investigative Report is finalized as the Final Investigative Report, the investigator(s) will issue a written Notice of Opportunity to Review Draft Investigative Report

and Evidence, attaching a copy of the Draft Investigative Report in a secure electronic format or hard copy format, which notifies the parties and their advisors of their equal opportunity to review any evidence obtained as part of the investigation that is directly related to the allegations in the Complaint, including evidence upon which the University does not intend to rely in reaching a determination of responsibility, whether inculpatory or exculpatory.

VI.4.15 Any effort, by either party to distribute, reproduce, alter, post, or otherwise circulate the investigate summary may result in a charge of a violation of this policy and may result in a policy violation determination and sanctions pursuant to the process outlined in this policy.

VI.4.16 The parties may submit a written response to the investigator via email within ten (10) University Business Days of the date of the Notice of Opportunity to Review Draft Investigative Report and Evidence. This is the parties' final opportunity to submit any additional information or witnesses. In the absence of good cause, an investigator shall not consider information discoverable through the exercise of due diligence that is not provided to the investigator(s) at this juncture. The investigator(s) shall consider any written response, information, or evidence provided by the parties.

VI.4.17 Within seven (7) University Business Days of the expiration of the parties' written response period, the investigator(s) will prepare a proposed Final Investigative Report that contains a statement of the factual allegations and the positions/responses of the parties; fairly summarizes all of the relevant evidence; contains the names of material witnesses; and describes the procedural steps taken during the investigation. If an investigation involves multiple complainants, multiple respondents, or both, the investigator(s) may prepare a single Final Investigative Report.

VI.4.18 Within three (3) University Business Days of the

investigator's completion of the proposed Final Investigative Report, the Director or designee shall review and approve the report to ensure compliance with this policy.

VI.4.19 Once the Final Investigative Report is reviewed and approved by the Director or designee, it shall be provided by the investigator to the parties, in a secure electronic transmission or hard copy format and simultaneously submitted to the Policy 164 Adjudicator.

## VI.5 Policy Violation Finding(s) and Written Determination

VI.5.1 The Policy 164 Adjudicator will review the Final Investigative Report and may review the evidence provided to the investigator during the investigation. After reviewing the Final Investigative Report and any evidence which the Adjudicator deems necessary to reach a determination, the Policy 164 Adjudicator shall make a finding based on the Preponderance of the Evidence with respect to each alleged policy violation. Each finding will be one of the following: "responsible", "not responsible" or "insufficient evidence".

VI.5.2 The Policy 164 Adjudicator will the prepare a Written Determination which must include:

VI.5.2.1 Identification of the allegations potentially constituting a violation of this policy;

VI.5.2.2 A description of the procedural steps taken from the receipt of the Complaint through the Written Determination, including any notifications to the parties, interviews with the parties and witnesses, and methods used to gather other evidence;

VI.5.2.3 Findings of fact supporting the Written Determination;

VI.5.3 Conclusions regarding the application of this policy to the facts;

VI.5.3.1 A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility.

VI.5.4 The University's procedures and permissible bases for the Complainant and Respondent to appeal.

VI.5.5 The Policy 164 Adjudicator will provide the Written Determination to the Director and to the parties simultaneously via email within ten (10) University Business Days of receipt of the Final Investigative Report from the Director.

VI.5.6 The Written Determination regarding responsibility becomes final when the Appeal Outcome is final or the time to appeal has passed without an appeal being filed. If the Policy 164 Adjudicator determines that the findings of fact do not support a violation of this policy, the Complainant may appeal this determination to an Appeal Examiner as outline in Section 10 of this policy. If the Policy 164 Adjudicator determines that the findings of fact do support the determination of a violation of this policy, Respondent may appeal this determination to an Appeal Examiner(s) after the issuance of the Sanctioning Decision.

## VI.6 Sanctions

### VI.6.1 Sanctions for Students

VI.6.1.1 If the Respondent is a student and a policy violation has been determined, a copy of the Final Investigative Report and the Written Determination will be sent to the Dean of Students or designee. The Dean of Students or designee will convene a Sanctioning Board to determine appropriate sanctions. The Sanctioning Board will use their best efforts to complete the sanctioning process within fifteen (15) University Business Days.

VI.6.1.2 The Sanctioning Board will set a



date for a Sanctioning Conference. The Sanctioning Board will consist of three (3) to five (5) employees who receive annual training on Protected Class and Non-Title IX Discrimination, and Harassment, Sexual Harassment, and Retaliation. 6.6.1.2.1 The Dean of Students or designee will send a copy of the Notice of Sanctioning Conference to the Complainant and the Respondent via email no later than ten (10) University Business Days prior to the Sanctioning Conference date. Complainant and Respondent are notified in the Notice of Sanctioning Conference that they have an opportunity to meet individually with the Dean of Students or designee for a Pre-Sanctioning Conference meeting.

VI.6.1.2.2 Each party has two (2) University Business Days from the date the Notice of Sanctioning Conference is emailed to challenge any of the Sanctioning Board members on the ground of perceived bias. To challenge a Sanctioning Board member, a party must submit a concise written statement (no more than one page) stating the reason(s) for the challenge and why the Sanctioning Board member is perceived to be biased against the party. The Dean of Students or designee will review any challenges received and determine if the challenged Sanctioning Board member needs to be replaced.

#### VI.6.1.3 Pre-Sanctioning Conference Procedures

VI.6.1.3.1 Each party may contact the Office of the Dean of Students to arrange a meeting with the Dean of Students or designee prior to the.

VI.6.1.3.2 Both parties may submit a written

impact statement to the Sanctioning Board, due at least five (5) University business days prior to the day of the Sanctioning Conference.

VI.6.1.3.3 A Pre-Sanctioning Conference packet, which will include a summary of the Sanctioning Conference process and the parties' written impact statements (if submitted by the parties), will be made available to both parties and the Sanctioning Board members at least two (2) University Business Days prior to the scheduled Sanctioning Conference. The Sanctioning Board will also be provided the Final Investigation Report, and the Written Determination in their Pre-Sanctioning packets.

#### VI.6.2 Advisors

VI.6.2.1 Each party is permitted one (1) Advisor to accompany the party at the Sanctioning Conference. No less than two (2) University Business Days prior to the Sanctioning Conference, each party intending to have an Advisor present at the Sanctioning Conference must submit to the Dean of Students or designee written notice identifying who will accompany them as their advisor. The role of advisors is limited under applicable provisions of this policy.

#### VI.6.3 Sanctioning Conference

VI.6.3.1 Participation in the Sanctioning Conference is voluntary for both Complainant and Respondent. The Sanctioning Conference will proceed with or without participation of one or both parties.

VI.6.3.2 Each party present has an opportunity to make a brief (no more than ten (10) minutes) verbal statement to the Sanctioning Board.

VI.6.3.3 The Sanctioning Board may ask questions of each party present at the Sanctioning Conference.

VI.6.3.4 Parties will not be in the Sanctioning Conference room at the same time. When a party is not in the Sanctioning Conference room, that party will be able to listen to the Sanctioning Conference proceedings via phone or electronic means from a separate room.

VI.6.3.5 At the conclusion of the parties' verbal statements, if any, the Sanctioning Board will have the option to ask questions of the parties or of the Dean of Students. The Sanctioning Board will then deliberate regarding the appropriate sanction(s) for the violation of this policy. Sanctions may include, but are not limited to, educational activities or experiences, loss of privileges, restorative justice measures, service projects, substance abuse and/or mental health care referrals, suspension or expulsion. Decisions of the Sanctioning Board are determined by a simple majority vote. To assist the Sanctioning Board in its deliberations, the Dean of Students or designee may provide the Sanctioning Board with University precedent in similar cases, as well as Respondent's history of conduct and prior sanctions, if any.

VI.6.4 Within ten (10) University Business Days after the Sanctioning Conference, the Sanctioning Board chair will notify the Director or designee in writing of the Sanctioning Decision imposed by the Sanctioning Board. The Director or designee will then notify the parties and the Dean of Students or designee via email of the Sanctioning Board's Decision within two (2) University Business Days of receiving such notification from the Sanctioning Board.

VI.6.5 The Dean of Students or designee will communicate with the Respondent and track and document the completion of any sanction(s), and report completion of the sanction(s) to the Director.

## VI.6.6 Sanctions for Employees

VI.6.6.1 If the Respondent is a University employee and the Policy 164 Adjudicator determines a policy violation occurred, a summary of policy violation findings will be provided to the Executive Director of Human Resources (or designee) and the Respondent's supervisor who will together, in consultation with the Director, determine what, if any, disciplinary action is warranted. If disciplinary action is proposed, Human Resources will assist the supervisor in initiating the applicable disciplinary process. Disciplinary and appeal process for University employees are addressed in the following policies:

VI.6.6.1.1 Policy 371: "Faculty Termination" (for faculty employees);

VI.6.6.1.2 Policy 372 "Corrective and Disciplinary Action" (for faculty and staff employees).

## VI.7 Appeals

VI.7.1 Either party may appeal the Written Determination and/or the Sanctioning Decision, except that in the case of the Sanctioning Decision of a University employee respondent, as noted in Sections 6.6.6.1 et seq., the disciplinary and appeal process will be governed by Policies 371 and 372 respectively. The Appeal Outcome is final.

VI.7.2 A party may appeal the finding of responsibility or a sanction for any of the following reasons:

VI.7.2.1 A substantive procedural error occurred in the investigation or hearing process that significantly impacted the outcome reflected in the Written Determination. A mere deviation from investigative procedures is not a basis for appeal unless significant prejudice is alleged to have resulted due to the procedural deviation.

VI.7.2.2 New evidence that was not reasonably

available at the time of the issuance of the Written Determination or dismissal, which could substantially impact either the determination of whether a violation of this policy occurred or the severity of the sanction.

VI.7.2.3 The Director, the investigator(s) or the Policy 164 Adjudicator had a conflict of interest or substantiated bias that affected the outcome.

VI.7.2.4 The outcome was clearly erroneous based on the facts and evidence provided to the Policy 164 Adjudicator.

VI.7.2.5 The sanctions imposed are substantially disproportionate to the severity of the policy violation(s).

VI.7.3 The Director must receive a party's written Notice of Appeal within then (10) University Business Days after the issuance of the Written Determination or, in the case there is a finding of responsibility, the party's receipt of the Sanctioning Decision. The Notice of Appeal must outline the ground(s) for the appeal and attach any supporting documentation.

VI.7.4 Within five (5) University Business Days of the receipt of an appeal, the Director will notify all parties (and for student Respondent cases the Dean of Students or designee, or for employee Respondent cases the Executive Director of Human Resources):

VI.7.4.1 That a Notice of Appeal has been filed;

VI.7.4.2 An Appeal Examiner(s) has been assigned to consider the appeal;

VI.7.4.3 Contact information for the Appeal Examiner(s);

VI.7.4.4 That the Director has confirmed that the Appeal Examiner(s) has no known conflict of interest;

VI.7.5 Within ten (10) University Business Days of the Director sending such notice to the parties, each party may submit a Written Statement on Appeal to the Appeal Examiner(s) supporting or challenging the Written Determination and/or Sanctioning Decision.

VI.7.6 The Appeal Examiner(s) may review the parties' Written Statements on Appeal, Written Determination, Sanctioning Decision, Final Investigative Report, and all evidence collected during the investigation.

VI.7.7 The Appeal Examiner(s)'s Written Decision on Appeal may affirm or modify the Written Determination, the Sanctioning Decision, remand the decision to the Policy 164 Adjudicator, order a new investigation, or overturn the Written Determination and/or Sanctioning Decision in whole or in part.

VI.7.8 The Appeal Examiner(s)'s Written Decision on Appeal is final and concludes the University's process under this policy.

VI.7.9 Appeal Examiner(s) Composition:

VI.7.9.1 A single impartial external Appeal Examiner selected by the Director; or

VI.7.9.2 An Appeal Examiner Panel comprised of four University employees: two full-time, tenured faculty members and two full-time staff members selected jointly by the Director, the Faculty Senate, and the Staff Association to serve a three (3)- year, staggered term, who will have full voting rights.

VI.7.9.2.1 Appeal Examiner Panel

Chair: One pool member will be randomly selected to chair each Appeal Examiner Panel as necessary; each can vote when selected as chair; each cannot concurrently serve as a chair or member of any other appeal board committee currently convened. Chairs may recuse

themselves from any appeal board for any potential conflict of interest or potential bias.

email: [Mike.Nelson@utahtech.edu](mailto:Mike.Nelson@utahtech.edu)

phone: 435-879-4680

#### VI.7.9.2.2 Appeal Examiner Panelists:

A pool of six (6) University employees, three (3) full-time, tenured faculty and three (3) full-time staff will be selected jointly by the Title IX Coordinator, the Faculty Senate, and the Staff Association to serve staggered three (3) year terms as part of an Appeal Examiner Panel pool. Three (3) members will be randomly selected to serve on a specific Appeal Examiner Panel from the member pool and the chair pool, with each member having the right of recusal for any potential conflict of interest or potential bias.

#### VI.8.1.5 Booth Wellness Center –

1037 E. 100 S.

phone: 435-652-7755

#### VI.8.1.6 National Suicide Prevention Hotline

1-800-273-TALK

#### VI.8.1.7 Crisis Text Line Text ‘Home’ to 741741

#### VI.8.1.8 University Police 435-627-4300

Policy Owner: General Counsel

Policy Steward: Director of Equity Compliance/Title IX Coordinator

History: Approved 8/13/20; Revised 4/30/21; Editorial 7/1/22

## VI.8 Support Services

VI.8.1 Both Complainant and Respondent will be given information regarding support services, including confidential counseling for students and/or employees. The Director will assist both parties to ensure that they have access to all available support service resources.

#### VI.8.1.1 Office of Equity Compliance and Title IX -

Office: Holland Building HCC 579

email: [titleix@utahtech.edu](mailto:titleix@utahtech.edu)

phone: 435-652-7747

#### VI.8.1.2 Office of Ombuds

Office: Facilities Management (FM) 122

email: [ombuds@utahtech.edu](mailto:ombuds@utahtech.edu)

#### VI.8.1.3 LGBTQ+ Resource Center –

Browning Learning Resource Center #118

email: [lgbtq@utahtech.edu](mailto:lgbtq@utahtech.edu)

phone: 435-652-7927

#### VI.8.1.4 AVP for Center for Inclusion & Belonging

Interim Director - Browning 117







## REPORTING AN INCIDENT:

Victims of any prohibited conduct or persons who have information regarding prohibited conduct are strongly encouraged to report the incident to local law enforcement immediately. Incidents that occur on campus fall under the jurisdiction of the UT Police Department. Incidents that occur off campus are served by the St. George Police Department and the Washington County Sheriff's Office. It is the policy of the Department to conduct investigations of all sexual assault complaints with sensitivity, compassion, patience, and respect for the victim. Investigations are conducted in accordance with guidelines established by the Utah Criminal Code and the Washington County Attorney's Office. To criminally report an incident involving a sexual assault, visa, stalking, and dating violence, contact the University Police Department at 435-627-4300 or call 911. The University will also assist any victim with notifying local police if they so desire.

Students and employees who are victims may report prohibited conduct to the police, to the University, to both, or to neither (employees who have received reports of crimes may have responsibilities to report the conduct as described elsewhere in UT policies or state laws). Reporting options are not exclusive, and complaints may be simultaneously reported to local law enforcement and the University.

UT encourages students and employees to report any knowledge of prohibited conduct to report to the University. It is the policy of UT to take immediate and appropriate steps to investigate or determine what has occurred and take action to end any misconduct, remedy its effects and prevent its reoccurrence. University community members are encouraged to report prohibited conduct through to the Title IX Coordinator or Deputy Title IX Coordinator.



The University Police Department, Title IX Office, UT Campus Security Authority and any other responsible person who is available to receive and investigate reports of sexual assault, assist a victim in securing medical attention, provide a Crisis Advocate if requested by the victim, participate in evidence preservation and collection, conduct investigations, and inform the victims of legal and administrative options both on and off campus.

### **VICTIM CONFIDENTIALITY**

All information and reports of sexual assault are kept strictly confidential. In accordance with the Utah Code of Criminal Procedures, victims may use a pseudonym to protect their identity. A pseudonym is a set of initials, or a fictitious name chosen by the victim to be used in all public files and records concerning the sexual assault. The victims of sexual assault are not required to file criminal charges or seek judicial actions through the University disciplinary process. However, victims are encouraged to report the assault in order to provide the victim with physical and emotional assistance and provide the University with valuable preventative information.

“Privacy” and “confidentiality” have distinct meanings under the Title IX Policy.

Privacy means that information related to a report of Prohibited Conduct will be shared with a limited circle of university employees who “need to know” in order to assist in the assessment, investigation and resolution of the report. All employees who are involved in the University’s response to reports of Prohibited Conduct receive specific training and guidance about



sharing and safeguarding private information in accordance with state and federal law.

The privacy of student education records will be protected in accordance with the Family Educational Rights and Privacy Act (FERPA), as outlined in the University's FERPA policy, [utahtech.edu](http://utahtech.edu). The privacy of an individual's medical records is protected by HIPAA. Access to an employee's personnel records may be restricted in accordance with Utah Tech University Human Resources policy and procedure.

Pursuant to the Clery Act, the University includes statistics about certain offenses in its Annual Security Report and provides those statistics to the United States Department of Education in a manner that does not include any personally identifying information about individuals involved in an incident.

Consistent with the Clery Act, the University withholds the names and other personally identifying information of complainants when issuing timely warnings or emergency notifications to the University community, and in maintaining the daily crime log. UT will also maintain as confidential any accommodations or protective measures provided to the complainant, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

## **RESOURCES**

The following resources will be provided to community members in response to reports of prohibited conduct:

The following is a list of resources available:

- **UT Student Resource Center**
- **UT Booth Wellness Center**
- **Dove Center**
- **Encircle LGBTQ+, Youth & Family Resource Center**
- **Washington County Children's Justice Center**
- **Utah Coalition Against Sexual Assault**
- **Utah Domestic Violence Coalition**
- **Utah Office for Victims of Crimes**

Information and assistance are also available through the Title IX Office (435-652-7731); Health and Counseling Center (435- 652-7755); Utah Tech Police Victim Advocate (435-236-4000); The Dove Center (435-628-0458); and the Washington County Victim's Advocate (435-865-5318).



# WHAT TO DO IF YOU HAVE BEEN THE VICTIM OF SEXUAL ASSAULT, DATING VIOLENCE, DOMESTIC VIOLENCE, OR STALKING

## *GUIDELINES/SUGGESTIONS TO FOLLOW AFTER A SEXUAL ASSAULT*

- Get to a safe place as soon as you can.
- Call 911 or Police Dispatch 435-627-4300.
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may wish to take legal action, now or later.
- Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper (not plastic) bag.
- Try talking with a counselor who will maintain your confidentiality, help explain your options, give you information and provide emotional support. You can call the Health and Counseling Center at (435-652-7755) or the DOVE Center at (435-628-0458).
- Contact someone you trust to be with you and support you.



UTAH TECH UNIVERSITY

# MEDICAL TREATMENT

It is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries you may have sustained; second, to determine the risk of sexually transmitted infections or pregnancy and take preventative measures; and third, to gather evidence that could aid criminal prosecution.

St. George Regional Medical Center is the location in Washington County where sexual assault exams are completed.

If the victim is under the age of 18, the Washington County Children's Justice Center is also an option for a sexual assault exam.

## **PRESERVATION OF EVIDENCE:**

After an incident of sexual assault, it is important to seek medical attention as soon as possible. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence of criminal wrongdoing may be preserved. Any evidence collected should be kept in paper bags. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries, and take steps to address concerns of pregnancy and/or sexually transmitted infections/diseases.

Victims of sexual assault, domestic violence, dating violence, and stalking are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents, if they have any, that would be useful to police, University investigators, and hearing boards. Although the University strongly encourages all members of its community to report violations of the law and UT policy to law enforcement, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the police. Violence Against Women's Act allows for a free sexual assault examination at St George Regional Medical Center without requiring any law enforcement notification. Whether a victim reports the crime to the police or not, if the alleged offender is a member of the University community, the victim has a right to proceed to seek discipline against the offender.

## **ACCOMMODATIONS AND PROTECTIVE MEASURES**

The University Police, Title IX Office, and UT Health and Wellness Center, are available to all victims to provide information about personal safety. Utah Crime Victim's Rights and Utah Crime Victim's Compensation Fund and other information are also available upon request. The Title IX Coordinator can assist the victim with accommodations including, but not limited to: class schedule changes, workplace accommodations, withdrawal procedures, or campus housing relocation. Protective measures and accommodations are available to a victim upon request, regardless if they choose to report the crime.

PROTECTIVE ORDERS can be sought through UTPD in the Fifth District Court located at 206 W. Tabernacle St., St. George, UT 84770.

## **TITLE IX PROCEDURES**

The Procedures for resolving reports against students and employees involving sexual and gender-based harassment and other forms of interpersonal violence can be found in UT's Policy 154 and can be found here: [utahtech.edu/wp-content/uploads/formidable/52/154.pdf](https://utahtech.edu/wp-content/uploads/formidable/52/154.pdf).

Rights of Complainants and Respondents:

You can expect the following during a Title IX investigation:

- **Prompt, fair and equitable resolution of all allegations of prohibited conduct**
- **Privacy as afforded to under campus policy and state law**
- **Freedom from retaliation**
- **The investigation to be conducted by officials who are trained no less than annually**
- **To have an advisor of your choice be present to any meeting or proceedings**
- **To be notified, in writing or the results of a disciplinary proceeding**
- **To be notified in writing information related to**



#### **appealing disciplinary proceedings**

- **To be notified in writing of any changes in the results of a disciplinary proceeding**
- **To be notified in writing when the results of any disciplinary proceeding are final.**

Upon request, the results of any disciplinary proceeding against a student accused of a crime of violence or non-forcible sex offense may be may to the victim or the next of kin of a victim.

#### **DISCIPLINARY PROCEDURES**

- **Description of each type of proceeding for discipline for staff, faculty, students for Domestic Violence, Sexual Assault or Stalking: PG 63**
- **Steps, timeline, decision making process: PG 63, 95**
- **How to file a complaint: PG 111**
- **Standard of evidence: PG 96**
- **List of sanctions for staff, faculty, and students: PG 99, 101**
- **Protective Measures that can be offered to a victim: PG: 79**

# FEDERAL CLERY ACT

## DEFINITIONS AND DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING

The Clery Act defines the crimes of dating violence, domestic violence, sexual assault, and stalking as follows:

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition –

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

**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 cohabiting with, or has cohabited with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Sexual Assault:** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

**Rape:** The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by

a sex organ of another person, without the consent of the victim.

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental capacity.

**Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Stalking:** engaging in a course of conduct directed at a specific person that would cause a reasonable person to

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress

For the purposes of this definition –

- **Course of Conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to about a person or interferes with a person's property.
- **Reasonable Person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial Emotional Distress** means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

# UTAH DEFINITIONS

## OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

### **Dating Violence 78B-7-402(4):**

“Dating Violence” means:

- a. Any criminal offense involving violence or physical harm or threat of violence or physical harm, when committed by a person against a dating partner of the person; or
- b. Any attempt, conspiracy, or solicitation by a person to commit a criminal offense involving violence or physical harm against a dating partner of the person.

### **Domestic Violence 77-36-1(4):**

“Domestic Violence” means any criminal offense involving violence or physical harm or threat of violence or physical harm, or any attempt, conspiracy, or solicitation to commit a criminal offense involving violence or physical harm, when committed by one cohabitant against another. “Domestic Violence” also means commission or attempt to commit, any of the following offenses by one cohabitant against another:

- (A) Aggravated assault, as described in Section 76-5-103;
- (B) Assault, as described in Section 76-5-102;
- (C) Criminal homicide, as described in Section 76-5-201;
- (D) Harassment, as described in Section 76-5-106;
- (E) Electronic communication harassment, as described in Section 76-9-201;
- (F) Kidnapping, child kidnapping, or aggravated kidnapping, as described in Sections 76-5-301, 76-5-301.1, and 76-5-302;
- (G) Mayhem, as described in Section 76-5-105;
- (H) Sexual offenses, as described in Title 76, Chapter 5, Part 4, Sexual Offenses, and Section 76-5b-201, Sexual Exploitation of a Minor;
- (I) Stalking, as described in Section 76-5-106.5;
- (J) Unlawful detention or unlawful detention of a minor, as

described in Section 76-5-304;

- (K) Violation of a protective order or ex parte protective order, as described in Section 76-5-108;
- (L) Any offense against property described in Title 76, Chapter 6, Part 1, Property Destruction, Part 2, Burglary and Criminal Trespass, or Part 3 Robbery;
- (M) Possession of a deadly weapon with intent to assault, as described in Section 76-10-507;
- (N) Discharge of a firearm from a vehicle, near a highway, or in the direction of any person, building, or vehicle, as described in Section 76-10-508;
- (O) Disorderly conduct, as defined in Section 76-9-102, if a conviction of disorderly conduct is the result of a plea agreement in which the defendant was originally charged with any of the domestic violence offense otherwise described in this Subsection (4). Conviction of disorderly conduct as a domestic violence offense, in the manner described in this Subsection (4)(o), does not constitute a misdemeanor crime of domestic violence under 18 U.S.C. Section 921, and is exempt from the provisions of the federal Firearms Act, 18 U.S.C. Section 921 et seq.; or
- (P) Child abuse as described in Section 76-5-109.1.

**Sexual Assault:** An offense that meets the definition of rape, fondling, incest or statutory rape as used by the State of Utah.

Rape - 76-5-402: a person commits rape when the actor has sexual intercourse with another person without the victim’s consent.

Object Rape - 76-5-402.2: a person [commits object rape] who, without the victim’s consent, causes the penetration, however slight, of the genital or anal opening of another person who is 14 years of age or older, by any foreign object, substance, instrument,

or device, including a part of the human body other than the mouth or genitals, with the intent to cause substantial emotional or bodily pain to the victim or with the intent to arouse or gratify the sexual desire of any person.

**Fondling - 76-5-404: (Forcible Sexual Abuse in Utah)**  
A person commits forcible sexual abuse (Fondling) if the victim is 14 years of age or older and, under circumstances not amounting to rape, object rape, sodomy, or attempted rape or sodomy, the actor touches the anus, buttocks, or any part of the genitals of another, or touches the breast of a female, or otherwise takes indecent liberties with another, or causes another to take indecent liberties with the actor or another, with intent to cause substantial emotional or bodily pain to any person or with the intent to arouse or gratify the sexual desire of any person, without the consent of the other, regardless of the sex of any participant.

**Incest – 76-7-102:**

(2)(A) An actor is guilty of incest when, under circumstances not amounting to rape, rape of a child, or aggravated sexual assault, the actor knowingly and intentionally:

- (I) engages in conduct under Subsection (2)(b) (i), (ii), (iii), or (iv); or
- (II) provides a human egg or seminal fluid under Sub. (2)(b)(v).

(B) Conduct referred to under Subsection (2)(a) is:

- (I) sexual intercourse between the actor and a person the actor knows has kinship to the actor as a related person
- (II) the insertion or placement of the provider’s seminal fluid into the vagina, cervix, or uterus of a related person by means other than sexual intercourse;

(III) providing or making available his seminal fluid for the purpose of insertion or placement of the fluid in the vagina, cervix, or uterus of a related person by means other than sexual intercourse;

(IV) a woman 18 years of age or older who:

- (A) Knowingly allows the insertion of the seminal fluid of a provider into her vagina, cervix, or uterus by means other than sexual intercourse; and
- (B) Knows that the seminal fluid is that of a person with whom she has kinship as a related person; or

(V) providing the actor’s sperm or human egg that is used to conduct in vitro fertilization, or any other means of fertilization, with the human egg or sperm of person who is a related person.

**Statutory Rape - 76-5-401: (Unlawful Sexual Activity with a Minor in Utah)**

(1) For purposes of this section “minor” is a person who is 14 years of age or older, but younger than 16 years of age, at the time the sexual activity described in this section occurred.

(2) A person commits unlawful sexual activity with a minor if, under circumstances not amounting to rape, in violation of Section 76-5-402, object rape, in violation of Section 76-5-402.2, forcible sodomy, in violation of Section 76-5-403, or aggravated sexual assault, in violation of Section 76-5-405, the actor:

- A. Has sexual intercourse with the minor;
- B. Engages in any sexual act with the minor involving the genitals of one person and the mouth or anus of another person, regardless of





the sex of either participant; or

- C. Causes the penetration, however slight, of the genital or anal opening of the minor by any foreign object, substance, instrument, or device, including a part of the human body, with the intent to cause substantial emotional or bodily pain to any person or with the intent to arouse or gratify the sexual desire of any person, regardless of the sex of any participant.

**Stalking - 76-5-106.5**

- (2) A person is guilty of stalking who intentionally or knowingly engages in a course of conduct directed at a specific person and knows or should know that the course of conduct would cause a reasonable person:
- (A) to fear for the person's own safety or the safety of a third person; or
  - (B) to suffer other emotional distress.
- (3) A person is guilty of stalking who intentionally or knowingly violates:
- (A) a stalking injunction issued pursuant to Title 77, Chapter 3a, Stalking Injunctions; or
  - (B) a permanent criminal stalking injunction issued pursuant to this section.

# CONSENT

## STATE OF UTAH DEFINITION

In Utah consent is defined by statute 76-5-406. Sexual offenses against the victim without consent of victim – Circumstances.

An act of sexual intercourse, rape, attempted rape, rape of a child, attempted rape of a child, object rape, attempted object rape, object rape of a child, attempted object rape of a child, sodomy, attempted sodomy on a child, forcible sexual abuse, attempted forcible sexual abuse, sexual abuse of a child, attempted sexual abuse of a child, aggravated sexual abuse of a child, attempted aggravated sexual abuse of a child, or simple sexual abuse is without consent of the victims under any of the following circumstances:

- (1) The victim expresses lack of consent through words or conduct;
- (2) The actor overcomes the victim through the actual application of physical force or violence;
- (3) The actor is able to overcome the victim through concealment or by the element of surprise;
- (4)(A)(I) The actor coerces the victim to submit by threatening to retaliate in the immediate future against the victim or any other person, and the victim perceives at the time that the actor has the ability to execute this threat; or
- (II) the actor coerces the victim to submit by threatening to retaliate in the future against the victim or any other person, and the victim believes at the time that the actor has the ability to execute this threat;
- (B) As used in this Subsection (4), “to retaliate” includes threats of physical force, kidnapping, or extortion.
- (5) The actor knows the victim is unconscious, unaware that the act is occurring, or physically unable to resist;
- (6) The actor knows that as a result of mental disease or defect, or for any other reason the victim is at the time of the act incapable either of appraising the nature of the act or of resisting it;

- (7) The actor knows that the victim submits or participates because the victim erroneously believes that the actor is the victim’s spouse;
- (8) The actor intentionally impaired the power of the victim to appraise or control his or her conduct by administering any substance without the victim’s knowledge;
- (9) The victim is younger than 14 years of age;
- (10) The victim is younger than 18 years of age and at the time of the offense the actor was the victim’s parent, stepparent, adoptive parent, or legal guardian or occupied a position of special trust in relation to the victim as defined in Section 76-5-404.1;
- (11) The victim is 14 years of age or older, but younger than 18 years of age, and the actor is more than three years older than the victim and entices or coerces the victim to submit or participate, under circumstances not amounting to the force or threat required under Subsection (2) or (4); or
- (12) The actor is a health profession or religious counselor, as those terms are defined in this Subsection (12), the act is committed under the guise of providing professional diagnosis, counseling, or treatment, and at the time of the act the victim reasonably believed that the act was for medically or professionally appropriate diagnosis, counseling, or treatment to the extent that resistance by the victim could not reasonably be expected to have been manifested; for purposes of this Subsection (12):
  - (A) “health professional” means an individual who is licensed or who holds himself or herself out to be licensed, or who otherwise provides professional physical or mental health services, diagnosis, treatment, or counseling including, but not limited to, a physician, osteopathic



SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

physician, nurse, dentist, physical therapist, chiropractor, mental health therapist, social service worker, clinical social worker, certified social worker, marriage and family therapist, professional counselor, psychiatrist, psychiatric mental health nurse specialist, or substance abuse counselor; and

(B) “religious counselor” mean a minister, priest, rabbi, bishop, or other recognized member of the clergy.

## **UTAH TECH UNIVERSITY DEFINITIONS OF CONSENT**

Consent is knowing, voluntary, and clear permission by word or action to engage in mutually agreed upon sexual activity. Since individuals may experience the same interaction in different ways, it is the responsibility of each party to make certain that the other has consented before engaging in the activity. For consent to be valid, there must be a clear expression in words or actions that the other individual consented to that specific sexual conduct. Consent can be withdrawn once given, as long as the withdrawal is clearly communicated.

Consent to some contact (such as kissing or fondling) cannot be presumed to be consent for other sexual activity (such as intercourse). A current or previous dating relationship is not sufficient to constitute consent. The existence of consent is based on the totality of the circumstances, including the context in which the alleged incident occurred and any similar previous patterns that may be evidence.

Force is the use of physical violence and/or imposing on someone physically to gain sexual access. Force also includes threats, intimidation (implied threats), and coercion that overcomes resistance or produces consent (e.g. “have sex with me or I’ll hit you.” “Okay, don’t hit me, I’ll do what you want.”).

Coercion is unreasonable pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. When someone makes clear to you that they do not want sex, that they want to stop, or that they do want to go past a certain point of sexual interaction, continued pressure beyond that point can be coercive.

**NOTE:** Silence or the absence of resistance alone is not consent. There is not a requirement on a party to resist the sexual advance or request, but resistance is a clear demonstration of non-consent. The presence of consent is not demonstrated by the absence of resistance. Sexual activity that is forced is by definition nonconsensual, but non-consensual sexual activity is not by definition forced.

Incapacitation: A person cannot consent if they are unable to understand what is happening or is disoriented, helpless, asleep, or unconscious for any reason, including due to alcohol or other drugs. An individual who engages in sexual activity when the individual knows, or should know, that the other person is physically or mentally incapacitated has violated policy.

It is not an excuse that the responding party was intoxicated and, therefore, did not realize the incapacity of the reporting party.

Incapacitation is defined as a state where someone cannot make rational, reasonable decisions because they lack the capacity to give knowing/informed consent (e.g., to understand the “who, what, when, where, why, or how” of their sexual interaction). This policy also covers a person whose incapacity results from mental disability, involuntary physical restraint and/or from the taking of incapacitating drugs.

# RISK REDUCTION

## WARNING SIGNS OF ABUSE BEHAVIOR AND FUTURE ATTACKS

No victim is EVER to blame for being assaulted or abused. Unfortunately, studies show that a person who is the victim of sexual or dating violence is more likely to be re-victimized. Below are some tips to help reduce your risk, to recognize warning signs of abusive behavior, and how to reduce the risk of a potential attack.

### WARNING SIGNS OF ABUSIVE BEHAVIOR

Domestic and dating abuse often escalates from threats and verbal abuse to violence. And, while physical injury maybe the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe and long lasting. Warning signs of dating and domestic violence include:

- **Being afraid of your partner.**
- **Constantly watching what you say to avoid a “blow up.”**
- **Feelings of low self-worth and helplessness about your relationship.**
- **Feeling isolated from family or friends because of your relationship.**
- **Hiding bruises or other injuries from family and friends.**
- **Being prevented from working, studying, going home, and/or using technology, (including your cell phone).**
- **Being monitored by your partner at home, work, or school.**
- **Being forced to do things you don’t want to do.**

### HELP REDUCE YOUR RISK AND AVOID POTENTIAL ATTACKS

- **If you are being abused or suspect that someone you know is being abused, speak up or intervene.**
- **Get help by contacting the Health and Counseling Center for support services.**
- **Learn how to look for “red flags” in relationships so**

**you can learn to avoid some of those characteristics in future partners.**

- **Consider making a report with University Police and/or the Title IX Director.**
- **Consider getting a protection from a restraining order from a local judge or magistrate.**
- **Learn more about what behaviors constitute dating and domestic violence, understand it is not your fault, and talk with friends and family members about ways you can be supported.**
- **Trust your instincts—if something doesn’t feel right in a relationship, speak up or end it.**

### SEXUAL ASSAULT PREVENTION

- **Be aware of rape drugs.**
- **Try not to leave your drink unattended.**
- **Only drink from un-opened containers or from drinks you have watched being made and poured.**
- **Avoid group drinks like punch bowls.**
- **Cover your drink. It is easy to slip in a small pill even while you are holding your drink. Hold a cup with your hand over the top, or choose drinks that are contained in a bottle and keep your thumb over the nozzle.**
- **If you feel extremely tired or drunk for no apparent reason you may have been drugged. Find your friends and ask them to leave with you as soon as possible.**
- **If you suspect you have been drugged, go to a hospital.**
- **Keep track of how many drinks you have had.**
- **Try to come and leave with a group of people who you trust.**
- **Avoid giving out your personal information (phone number, where you live, etc.). If someone asks for your number, take his/her number instead of giving out yours.**

## **PREVENTION AND EDUCATION PROGRAMS**

### **UTPD SELF-DEFENSE AWARENESS AND FOCUSED EMPOWERMENT (S.A.F.E) CLASS**

Utah Tech Police Department offers an eight-hour course covering self-protection and self-defense. The class is offered to Utah Tech University faculty, staff, and students. The purpose and goal of the class focuses on awareness, assault prevention, risk reduction, strategies and avoidance in conjunction with defensive training tactics.

The S.A.F.E. class will help educate and train participants specifically on how to defend themselves physically from assaults. The classes are taught by Utah Tech Police Department Officers and Staff. The S.A.F.E. class is an eight-hour course broken down into four two-hour classes and is offered during fall and spring semesters.

#### *TRAVELING AROUND CAMPUS – WALKING*

- Make sure your cell phone is easily accessible and fully charged.
- Be aware of open buildings where you can use a phone.
- Take major, public paths rather than less populated shortcuts.
- Avoid dimly lit places and talk to campus services if you believe that lights need to be installed in an area.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.

### **BYSTANDER INTERVENTION**

Bystander Intervention and other intervention resources can be located on the UT Title IX webpage at: [titleix.utahtech.edu/education-and-prevention/](http://titleix.utahtech.edu/education-and-prevention/)

Bystander intervention better equips individuals to express their discomfort. This strategy provides community members with the awareness, skills, and ability to challenge social norms in their community that support sexual assault.

### **SEX OFFENDER REGISTRY**

#### **Adam Walsh Child Protection and Safety Act of 2006**

In accordance with the “Campus Sex Crimes Prevention Act” (amends 42 United States Code 14017), the Utah Sex Offender Registration Act (U.C.A. 77-27-21.5) requires notice be given to institutions of higher education of persons required by the act to register who are affiliated with the institution. As stated, this federal that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education or working or volunteering on campus. This information is available at the Utah Tech Police Department, 380 S. 800 E., North/East corner of the Burns Arena, St. George, UT 84770, 435-652-7515, or by visiting the Utah Tech Police Department website [police.utahtech.edu](http://police.utahtech.edu) or the Utah Department of Corrections Sex Offender & Kidnapping Registry (SONAR) website directly The Utah Department of Public Safety (DPS) is the official Utah internet source for Sex Offender Registration information. The Sex Offender Registration open record information is extracted from the DPS Sex Offender Registration Database. The DPS maintains files based on registration information submitted by criminal justice agencies and represents a statewide source of information on the Sex Offender’s website. A link to the DPS public website can be found on the University Police website: [police.utahtech.edu](http://police.utahtech.edu).

#### **INFORMATION MAY ALSO BE OBTAINED FROM**

Washington County Attorney’s Office: 435-865-5310  
Utah Department of Corrections: 801-545-5500  
UT Campus Police: 435-652-7575

This Act amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in that Act may be construed to prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders and required the Secretary of Education to take appropriate steps to notify educational institutions that disclosure of this information is permitted.

# POLICIES OR RULES

## ON ELECTRICAL APPLIANCES, SMOKING, AND OPEN FLAMES IN A STUDENT HOUSING FACILITY

The following list of policies address portable electrical appliances, smoking, and open flames in UT student housing facilities:

**Fire Safety:** Open flames, candles/incense (even if not lit), fuel and/or lighter fluid are not permitted in On-Campus Housing. Halogen/lava lamps, candle warmers, and/or extension cords are not allowed. Reporting a false fire alarm, including setting off a fire alarm when there is not threat of fire, is a violation of University policy. Residents are not allowed to tamper with fire safety equipment/devices, including smoke/heat detectors.

**Smoking:** Smoking is not permitted in any Housing facility, or within 25 feet of building entrances, exits, air intakes, and/or windows. Since the Housing facilities are residential areas, residents of on-campus housing agree to smoke only in designated smoking areas.

**Prohibited Items:** As per University Policy 156, all forms of smoking are prohibited on campus (including On-Campus Housing), such as tobacco cigarettes, electronic cigarettes (e-cigarettes), and other vaporizing devices designed to function like electronic cigarettes or cigars. Oral or smokeless tobacco, also known as dip, chew, snuff, or snus, in any form, and nasal tobacco are also prohibited on campus (including On-Campus Housing). The use, sale, distribution, or advertising of any regulated or unregulated item containing tobacco, tobacco products, or tobacco flavoring is prohibited on campus (including On-Campus Housing). In addition, products intended to mimic tobacco, containing tobacco flavoring, or intended to deliver nicotine are prohibited. Individuals and/or groups wishing to engage in Native American Cultural Tobacco Use on campus must follow the procedures listed in University Policy 156.

### PROCEDURES FOR EVACUATION IN CASE OF FIRE

When a building alarm is activated (automatically or manually), Housing and Resident Life staff should:

- **Notify residents to evacuate (ensure that individuals with disabilities are aware and receive assistance to evacuate if necessary).**
- **Call 911 and other Housing/University personnel and be prepared to give specific information regarding self, the building, and the alarm.**
- **Inform emergency response personnel of any special needs students who may need assistance with evacuating.**
- **Assist in keeping students in designated evacuation areas until otherwise notified.**

If a student hears a fire alarm, or sees smoke/flames in their room/building, they are to leave quickly if it is safe to exit:

- **If there is smoke in the room/apartment, he/she is to keep low to the floor**
- **He/she is to close all the doors as they leave**
- **He/she is to leave the door(s) unlocked**
- **If possible, and safe to do so, he/she is to take his/her room/apartment key(s) and ID with him/her**

### REPORTING ALL FIRES

Housing and Resident Life staff and residents will report all fires to the Fire & Life Safety Officer, University Fire Marshal, or the University Police Department. This includes any fire that is extinguished by residents or staff.

**Emergency – 911**

**Josh Thayn, Executive Director  
(Chief Safety & Risk Officer) – 435.652.7855**

**UT Police Dispatch – 435.652.4300**

**After-hours Resident Assistant –  
435.632.0166**

**Ben Filkins, Campus View Suites I,  
Chancellor–**

435-879-4703 (office)  
660-441-0436 (cell)

**Kelly Long, Nisson Towers (Through December  
2022) & University Inn (Beginning  
December 2022) –**

435-652-7572 (home)  
435-773-7737 (cell)

**Siera Butler, Abby, Morgan, TECH View –**

435-879-4289 (home)  
760-496-8832 (cell)

**Roxanne Krietzman, Campus View Suites 2–**

435-652-7573 (office)  
612-269-0181 (cell)

The Abby Apartments evacuation area is:

- **The empty street behind the grass area in front of Abby**

The Campus View Suites I

- **The Campus View Suites 2 courtyard**

The Campus View Suites 2

- **The Campus View Suites 1 courtyard**

The Chancellor Apartments evacuation area is:

- **The St. George Community Church parking lot, which is located one block directly south of Chancellor**

Tech View Apartments:

- **S/W Parking Lot of the North Plaza**

The Nisson Towers evacuation area is

- **2020-2021 Temporary Fire Evacuation Area: Campus View Courtyard**

Morgan Apartments:

- **S/W Field of Greater Zion Stadium**

University Inn:

- **The gravel parking lot where buses are located.**

#### **FIRE SAFETY EDUCATION AND TRAINING PROGRAMS**

- **RA's and RM's participate in a fire extinguisher training exercise each year during fall staff training.**
- **RA's discuss fire safety with residents each semester during their community meetings.**







**UTAH TECH**  
UNIVERSITY



# Utah Valley University

## Annual Security & Fire Report

2023



Prepared in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 U.S.C. § 1092(f); 34 C.F.R. § 668.46)

# Table of Contents

- Message from Chief Pedersen.....6**
- Preparation of the Annual Security & Fire Report .....7**
- Utah Valley University Police Department .....8**
  - Mission Statement.....8
  - UVUPD Services .....8
  - UVUPD: Jurisdiction and Authority .....9
  - UVUPD: The Hub of Campus Safety .....9
  - Daily Crime Log ..... 10
  - Unfounded Crimes..... 10
  - Collaboration and Assistance from Other Agencies..... 11
- Crime Reporting Procedures – General Information .....11**
  - Local Law Enforcement Contact Information ..... 12
  - Campus Security Authorities ..... 12
  - Off-Campus Crime..... 12
  - Confidential Police Reporting Procedures, Anonymity/Referrals  
to Other UVU Departments..... 12
  - Police Interaction with Individuals Who Have Mental Health Concerns . 13
  - Referrals by UVUPD for Discipline under UVU Policies..... 14
- Alcohol and Drugs on Campus .....15**
  - Policy & Standards of Conduct ..... 15
  - Applicable Sanctions Under Law and UVU Policy ..... 15
  - Health Risks ..... 15
  - Drug & Alcohol Recovery Resources..... 15
- Emergency Planning and Preparedness.....16**
  - Tips for Individuals with Disabilities ..... 16
  - Campus Alerts ..... 16
  - Timely Warnings: Notification of an Immediate Threat ..... 18
  - Emergency Notification: Notice of a Disaster..... 18
  - Campus-Wide Emergency Communication Plan ..... 18
  - Emergency Evacuation Procedures ..... 20

Secure-In-Place Procedures .....	22
Shelter in Place Procedures .....	23
Campus Security Access: Grounds and Buildings .....	24
Firearms and Weapons Training and Guns on Campus .....	24
Active Shooter Training .....	25
<b>Clery Act Crimes* .....</b>	<b>25</b>
Clery Act Definitions .....	26
Clery Geography .....	36
Utah Valley University Locations.....	37
<b>Utah Valley University Clery Data 2019-2021 .....</b>	<b>38</b>
Criminal Offenses .....	38
VAWA .....	38
Arrests.....	38
Disciplinary Actions .....	38
Hate Crimes .....	39
Satellite Campuses.....	40
Utah Campus Housing-Specific Reporting.....	52
<b>Crime Prevention: Staying Safe on Campus .....</b>	<b>54</b>
Safety Tips .....	54
Crime Awareness/Crime Prevention .....	55
Campus Safety Awareness Programs .....	56
Women’s Safety Awareness and Self-Defense Training.....	56
Off-Campus Student Housing.....	57
Travel.....	57
Increasing Safety .....	58
Looking Ahead .....	60
<b>Missing Student Notification.....</b>	<b>60</b>
<b>Response to and Resources for Victims of Sexual Harassment, Violence, Assault, Domestic Violence, Dating Violence and Stalking .....</b>	<b>61</b>

Title IX.....	61
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\*In accordance with The Handbook for Campus Safety and Security Reporting (2016 Edition), crime statistics for 2022 are reported in the 2023 Annual Security Report (ASR).

Reporting Sexual Harassment .....	61
Confidentiality and Reporting Sexual Violence .....	62

**Procedures .....63**

What To Do If You Have Been Assaulted .....	63
What Happens After a Police Report Is Filed.....	63
Evidence Preservation.....	63
Supportive Measures .....	64
Court Orders.....	65

**University Process .....67**

Training .....	67
Standards in University Proceedings .....	68
Investigation .....	68
Hearing Proceedings .....	69
Appeal .....	69
Possible Sanctions .....	70

**Right of Notice.....71**

**Prevention, Education, and Training .....71**

Awareness Programs .....	72
Bystander Intervention Programs .....	72
Ongoing Prevention and Awareness Campaigns.....	73
Primary Prevention Programs.....	73
Education on Risk Reduction .....	74
Abusive Situations, Drugs or Alcohol Abuse, Any Addictions.....	75
Dating and Relationships .....	75

**Notice Regarding Sex Offenders .....76**

**Annual Fire Safety Report.....78**

**Available Resources.....79**

Police..... 79

Health Services ..... 79

Title IX Services ..... 80

Community Services and Hotlines..... 80

Legal Services..... 82

Childcare..... 82

National Resources ..... 82



## Message from Chief Pedersen

The Annual Security Report is part of Utah Valley University's ("UVU") ongoing efforts to provide important information on campus security and safety. Thank you for taking the time to read this publication. Please share it with other members of the UVU community.

This report is designed to be a resource to inform the UVU community and others of current UVU policies, programs, resources, and available services designed for your safety. This report also lists certain crime statistics reported to the Utah Valley University Police Department ("UVUPD"). The statistics include crimes that occurred within geography defined by federal law, including on campus, in certain off-campus buildings, on property owned by UVU, and on public property within or adjacent to and accessible from campus.

UVUPD is committed to campus safety. We hope everyone on campus will take an active role in crime prevention. Persons and property will remain safer when a responsible, caring population reports suspicious and unlawful behavior to UVUPD. Crimes committed against our campus community members are taken seriously and will be investigated fully. UVUPD works closely with other law enforcement agencies to reduce crime and provide a safe campus environment.

This information is being provided in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistic Act ("Clery Act"), related federal safety laws, and UVU Policy 710 *Clery Act Compliance*. For further information or to obtain copies of this report, please contact the UVUPD:

**800 West University Parkway  
Gunther Trades Building Room 331  
Orem, Utah 84058  
801-863-8014**

Sincerely,

Matthew Pedersen

UVU Chief of Police

## Preparation of the Annual Security Report

The Annual Security Report is prepared with information provided by UVUPD, the Office of the Dean of Students, the Office of Equal Opportunity and Affirmative Action, the Center for Student Wellness, Emergency Management & Safety, Ethics Point, Campus Security Authorities, and numerous law enforcement agencies that provide services to Utah Valley University-controlled properties within their jurisdictions. This report covers UVU's main Orem campus, Lehi Campus, Canyon Park Campus (Orem), Wasatch Campus (Heber City), Provo Campus, West Campus (Orem), and Capitol Reef Field Station in Capitol Reef National Park. It is prepared consistent with the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistic Act ("*Clery Act*"), related federal safety laws, and UVU Policy 710 *Clery Act: Campus Safety and Security*.

### Collecting Crime Reports and Statistics Procedures

The *Clery Act* requires universities to disclose statistics for reported *Clery Act* defined crimes ("Clery crimes" based on the following criteria:

**(1) where** the *Clery* crimes occurred (*must have occurred*):

(a) on campus.

(b) on public property immediately adjacent to campus; or

(c) in or on non-campus buildings or property owned or controlled by the university.

**(2) who** the crimes were reported to.

**(3) the types** of crimes that were reported; and

**(4) the year** in which the crimes were reported.

UVUPD encourages members of the University community to use this report as a guide for safe practices on and off campus. This Annual Security Report may or may not reflect the actual number of crimes committed on campus as some victims elect not to report crime; however, it accurately represents the number of crimes reported to UVUPD, Campus Security Authorities (CSAs), local law enforcement, and other jurisdictions where the University owns or controls buildings or property.

UVUPD annually requests crime statistics from local law enforcement agencies for buildings and property it owns or controls; however, UVUPD has no access to information to verify the accuracy of statistics provided or not provided by outside law enforcement agencies.

All UVU students and employees receive an email that describes this report and provides the web address where the report may be found.

Each year, UVU also submits crime statistics for *Clery* crimes by type, location, and year to the U.S. Department of Education.

## **Utah Valley University Police Department**

### **Mission Statement**

The safety and well-being of students, faculty, and staff are a high priority at Utah Valley University.

Although the UVU campus is a relatively safe place, we are not immune to those problems that beset all urban citizens, including problems related to public safety and law enforcement.

The Utah Valley University Police Department (UVUPD), a police force fully accredited by the State of Utah, is charged with protecting the safety and property on the UVU campus. The full support and cooperation of the entire University community is required to allow for the pursuit of knowledge in a safe and secure environment.

### **UVUPD Services**

UVU provides several important services to a diverse University community consisting of more than 41,000 students and supporting faculty and staff by providing 24-hour police patrol and security protection for the benefit of all University employees, students, and visitors, as well as properties at the Orem campus. UVUPD officers have the same full police powers and responsibilities as officers in other Utah law enforcement agencies.

All UVUPD officers are certified and trained. Each year they receive a minimum of 40 hours of in-service and specialized training in crime prevention and awareness, first aid, firearms, defensive tactics, legal updates, evidence gathering, traffic control and traffic accident investigation, follow-up on criminal and civil investigations, etc.



## UVUPD: Jurisdiction and Authority

UVUPD officers are responsible for providing a full range of public safety services to the UVU community, including the handling of crime reports, investigations, traffic accidents, enforcement of laws regulating underage drinking, the use of controlled substances, weapons violations, and enforcement of all applicable state, county and local laws, and all other incidents such as medical and fire emergencies that require police assistance. UVUPD officers prepare and submit reports of incidents brought to their attention. As a courtesy, they share information on arrests and serious crimes with any law enforcement agency having a legitimate need to know.

The legal authority of UVUPD and its officers is granted under Section 53B-3-105 of the Utah Code:

1. Members of the police or security department of any college or university are appointed by the board.
2. Upon appointment, they are peace officers and have all the powers possessed by policemen in cities and by sheriffs, including the power to make arrests on view or on warrant of violation of state statutes and city or county ordinances.
3. Members of the police or security department of any college or university also have the power to enforce all rules and regulations promulgated by the board as related to the institution.



## UVUPD: The Hub of Campus Safety

UVUPD encourages the prompt and accurate reporting of crimes by victims, witnesses, or any other persons having knowledge that a crime has been committed on our campus.

UVUPD Dispatch, which is in Gunther Trades Room 331, is staffed 24 hours a day, seven days a week, 365 days a year, and can be reached by calling (801) 863-5555 or, in an emergency, by calling 911.

Emergency telephones are in each elevator, the outside entrance to the Gunther Trades Building exiting to Parking Lot 27, and in the Student Center

substation, located in Room SC 108 H, which, when activated, will automatically put you in direct contact with an offsite dispatcher contracted with the elevator company who will in turn relay the information to UVUPD.

Several patrol methods are used to secure and patrol UVU properties, including uniformed vehicle patrol, foot patrol, and plain clothes motorized and foot patrol.

The serial numbers of all vehicles, office equipment, and personal property stolen from UVU campuses are reported nationwide through the National Crime Information Center (NCIC).

## **Daily Crime Log**

UVUPD maintains a daily crime log that records all criminal incidents and alleged criminal incidents to students, faculty, staff, and visitors. Crimes reported to UVUPD are added to the daily crime log. The daily crime log is in UVUPD's office.

## **Unfounded Crimes**

UVU is required to include in the web-based survey and the annual security report statistics for the total number of *Clery* crime reports that were "unfounded" and subsequently withheld from crime statistics during each of the three most recent calendar years.

For *Clery Act* purposes, the standard for unbounding a reported crime is very high. A crime may only be classified as unfounded after a full investigation by sworn or commissioned law enforcement personnel. A crime is considered unfounded for *Clery Act* purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless.

Crime reports may be determined to be baseless only if the allegations reported did not meet the elements of the offense or were improperly classified as crimes in the first place. A reported crime may not be designated "unfounded" if no investigation was conducted or the investigation was not completed. Nor may a crime report be designated unfounded merely because the investigation failed to prove that the crime occurred — this would be an inconclusive or unsubstantiated investigation. As such, for *Clery Act* purposes, the determination to unbound a crime may be made only when the totality of available information specifically indicates that the report was false or baseless.

To count a crime as “unfounded” for *Clery Act* purposes, the reported crime must:

Have been a *Clery Act* crime; was reported to have occurred on *Clery Act* geography; thoroughly investigated by sworn or commissioned law enforcement personnel; and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

## **Collaboration and Assistance from Other Agencies**

UVUPD maintains verbal mutual aid agreements with other local, state, and federal law enforcement agencies as per Utah Code Section 76-8-707. These relationships allow UVUPD to coordinate investigative efforts, share information, and call upon these other agencies in the event an incident arises in which outside resources are required. UVUPD works in collaboration with local law enforcement for crimes reported during UVU programs, services, and activities that occur on non-campus locations. UVUPD also maintains access to multiple databases containing local and nationwide criminal history data, police reports, vehicle and driver information, and other state and federal law enforcement information.

## **CRIME REPORTING PROCEDURES - GENERAL INFORMATION**

Prompt reporting of crime or suspicious activity is key to ensuring a safe campus. We encourage all members of the UVU community at all campuses to promptly report crime as soon as possible to the UVUPD via the UVUPD website ([uvu.edu/police](http://uvu.edu/police)) or by phone (801-863-5555). Calling campus police to secure the scene and ensure safety does not require a victim to press criminal charges.

**FOR EMERGENCIES:  
Dial 911**

## FOR NON-EMERGENCY ASSISTANCE:

<b><i>Orem (Main) Campus</i></b> UVU Police Department 800 West University Parkway Gunther Trades Building, Rm 331 Orem, Utah 84058 <b>Ph: 801-863-5555</b>	<b><i>Lehi Campus</i></b> Lehi City Policy Department 580 W. State Rd Lehi, Utah 84043 <b>Ph: (385) 201-1005</b>
<b><i>Provo Campus</i></b> Provo City Police Department 48 S 300 W Provo, UT 84601 <b>Ph: 801-852-6210</b>	<b><i>Wasatch Campus</i></b> Wasatch County Sheriff 1361 US-40 Heber City, UT 84032 <b>Ph: 435-654-1411</b>
<b><i>Canyon Park Campus</i></b> Orem City Policy Department 95 E Center Street Orem, UT 84057 <b>Ph: 801-229-7070</b>	<b><i>Capitol Reef Field Station</i></b> National Park Service Visitor and Resource Protection Capitol Reef National Park <b>Ph: 435-425-4130</b>

### Off-Campus Crime

If non-UVU law enforcement units notify UVUPD about an off-campus crime, students may be referred to the Director of the Office of Student Rights & Accountability (SR&A) and employees may be referred to Employment Services in Human Resources, or to the Office for Equal Opportunity/Title IX if sexual misconduct is involved, to determine whether UVU policy has been violated.

### Confidential Police Reporting Procedures, Anonymity/Referrals to Other UVU Departments

Individuals who witness or are the victim of crime — but who wish to remain anonymous — may report the crime to UVUPD on a confidential basis. To do so, individuals should specifically request that they remain anonymous. The report ensures that the occurrence of the crime will be included in the University's Annual Security Report; assists UVUPD in determining if there is a pattern of crime regarding a particular location, method, or suspect; and enables UVUPD, in appropriate circumstances, to alert the campus community to potential dangers. Filing an anonymous report may, however, limit the ability of UVUPD to provide specific assistance or to investigate or solve a crime.

If a victim of sexual misconduct requests anonymity from UVUPD, UVUPD will refer the victim to the Title IX Coordinator or designee, who will determine whether the identity of the victim will remain confidential except in instances when the victim is a minor or vulnerable adult, or there is imminent danger to the victim or others in the community. In such cases, identification to law enforcement is required for safety and protection.

Utah state law requires any person who has “reason to believe that a child has been subjected to abuse or neglect, or [observes] a child being subjected to conditions or circumstances which would reasonably result in abuse or neglect” to immediately report the incident to the nearest peace officer, law enforcement agency, or applicable office of the state’s Division of Child and Family Services. Child abuse includes but is not limited to any of the following:

- 1) The endangerment of a child’s physical or mental health resulting from a non-accidental harm of a child.
- 2) Threatened harm of a child.
- 3) Sexual exploitation; or
- 4) Sexual abuse.

Members of the University community who become aware of a danger to minors shall notify UVUPD, which will make the appropriate notifications to UVU’s Risk Manager and the appropriate home agency.

In instances when UVU is notified of a request for information, personally identifiable information contained in university records will remain protected and will not be accessible to the public. UVU Policy 162 *Title IX Sexual Harassment* and Policy 704 *Minors on Campus and at University-Sponsored Events* provide specific policy and procedure regarding minors. Individuals will be notified that approved requests for anonymity may limit the ability of UVU to pursue disciplinary or other appropriate university action or initiate no contact directives.

## **Police Interaction with Individuals Who Have Mental Health Concerns**

Recognizing that addressing mental health issues properly is an important component of campus safety, UVUPD officers have received extensive training in working with those who have mental health issues. UVUPD officers work closely with Accessibility Services, Human Resources Accommodations, Wasatch Mental Health, and UVU Student Health Services. Those who disclose mental health issues are treated with respect and, when



appropriate, referred to UVU resources such as Accessibility Services, Student Health Services, and/or the Title IX Coordinator.

Persons needing accommodations when working with UVUPD may request accommodations through:

**Students & Visitors:** Office of Accessibility Services

**Phone:** 801.863.8747

**Fax:** 801.863.8377

**TTY or VIP:** 801.221.0908

**Email:** OAS@uvu.edu

**Employees:** Employee Wellness Coordinator

**Phone:** 801.863.8389

**Email:** EmployeeWellness@uvu.edu

**Office:** HF 128

UVU also offers confidential mental health services through Student Health Services located in the Sorensen Student Center Room SC221.

**<http://www.uvu.edu/studenthealth/>** or 801-863-8876.

**Services include:** Medical, Psychological, Suicide Awareness & Prevention, Learning Disability Assessment, Psychiatric Services

## **Referrals by UVUPD for Discipline under UVU Policies**

Incidents involving student or employee sexual misconduct that are investigated by UVUPD are reported to the UVU Title IX Office for any outreach, supportive measures, or institutional investigation required by law.

Incidents involving all other student misconduct that are investigated by UVUPD are referred to the Director of the Office of Student Rights & Accountability for education and/or investigation.

Examples of such referrals include:

Consumption of alcohol by individuals on campus and/or under the age of 21.

Illegal drug use (illegal drugs, illegal use of prescription or over-the-counter-medication); and violations involving weapons.

Students are subject to discipline through the Office of Student Rights & Accountability under UVU Policy 541, which can be viewed online via the UVU Policy Office website.

Incidents involving employee misconduct, other than sexual misconduct, may be referred to Human Resources for possible investigation and disciplinary action. Incidents involving faculty misconduct, other than sexual misconduct, may be referred to Academic Affairs for possible investigation and disciplinary action.

## **ALCOHOL AND DRUGS ON CAMPUS**

### *Policies & Standards of Conduct*

UVU Policy 155 *Alcohol and Drug-free Workplace* expressly prohibits **employees** from the possession, consumption, use, distribution and sale of alcoholic beverages, unlawful drugs, and other illegal substances on UVU premises or at any activity sponsored by UVU.

UVU Policy 541 *Student Code of Conduct* prohibits **students** from using, possessing, distributing, manufacturing, or being under the influence of alcohol, illegal drugs or other controlled substances or drug paraphernalia, including abuse, misuse, sale, or distribution of prescription or over-the-counter medications.

<https://policy.uvu.edu/viewer/web/viewer.html?file=/getDisplayFile/5bedd0ef7b23736d542192e3%23search=541&phrase=true&page=0>

### *Applicable Sanctions Under Law and UVU Policy*

Individuals violating any municipal ordinances, state criminal laws, or federal laws relating to alcohol or drug use (including tobacco use) also are subject to substantial fines and criminal sanctions, including imprisonment.

Students, faculty, or staff who violate the drug and alcohol policies listed above will face disciplinary action up to expulsion or dismissal from employment and potential referral for prosecution. Disciplinary sanctions may include the completion of an appropriate rehabilitation program.

More details about legal and institutional sanctions are available on UVU's Drug & Alcohol Policy website and in the applicable disciplinary policy for students (UVU Policy 541), faculty (UVU Policy 648), and staff (UVU Policy 371).

### Health Risks

Numerous health risks are associated with the use of illicit drugs and abuse of alcohol. A list of health impacts is provided on UVU's Drug & Alcohol Policy.

### Drug & Alcohol Recovery Resources

Drug or alcohol counseling, treatment, or rehabilitation or re-entry programs available to employees and students—including help quitting smoking—are described on UVU's Drug & Alcohol Policy website at

## **EMERGENCY PLANNING AND PREPAREDNESS**

The UVU Emergency Operations Plan (EOP) identifies natural and human-made hazards that may impact the university community. The plan is an all-hazards approach that gives basic administrative guidance in coordinating and managing campus emergencies or disaster situations. The guidelines serve as the basis for effective response to hazards that threaten the campus. The EOP will also facilitate planning, response, and recovery activities. The EOP provides pertinent information for coordination with city, county, state, and federal government agencies during situations that necessitate activation of the EOP. The plan outlines a strategy to manage hazards and coordinate critical resources in response to emergencies.

### **Campus Alerts**

Utah Valley University maintains a campus alert system capable of providing students and employees information about emergencies on campus such as criminal activity posing a threat, severe weather alerts, building closures, severe power outages, or gas leaks. The campus alert system comprises several components:

1. **Emergency Text Messaging** – Employees and students are signed up by default to receive emergency messages via text messaging.
2. **Web Alerts** – Emergency messages are also posted on the UVU home webpage. There is a designated website used for all types of emergency notification [www.uvu.info](http://www.uvu.info). This is used for short-term messaging after an incident. If the incident becomes long-term (pandemic) a hazard-specific webpage containing continuously updated hazard data and safety resources will be created. A link will be prominently displayed on the main UVU webpage. In response to the COVID-19 pandemic beginning in 2020,

UVU created a hazard-specific webpage containing continuously updated hazard data and safety resources. That COVID-19 page is linked from a prominently displayed banner on the UVU home page.

3. **Email Alerts** – Messages are posted via student and employee email systems.
4. **UVU App** – There is a new student app, that contains emergency response information however at this time there is no ability to send a push notification. The emergent push notification for students and employees is under construction at this time.
5. **Alert Notification System** – A system that pushes out messages on computers in classrooms and monitors in the hallways.
6. **Fire Alarm Systems** – All occupants of a building are required to evacuate upon the activation of a fire alarm system. Through the fire alarm, flashing lights, voice alerts as well as sirens can be activated and can be as specific as a particular building.
7. **Media Outlets** – UVU maintains communications with local media outlets to assist with mass notification of significant events that occur on UVU properties.

The UVU Director of Emergency Management and Safety and designated persons will test these procedures at least annually and document the information, including a description of the drill or exercise. This documentation will be kept with the Emergency Management and Safety Department.

UVU community members are encouraged to notify UVUPD of any situation or incident on campus that may pose an immediate or ongoing threat to the health and safety of students, faculty, and staff on campus. UVUPD has a responsibility to respond to such incidents to determine if the situation does in fact pose a threat to the community. If so, the *Clery Act* requires that the institution notify in a timely manner the campus community or the appropriate segments of the community that may be affected by the situation.

In the event of an incident that would require the larger community to be notified, information will be sent through the UVU website ([www.uvu.info](http://www.uvu.info)), Orem City Police dispatch, and/or local media if appropriate. The Division of Marketing and Communications will coordinate dissemination of information according to the Emergency Communications Plan.

## **Timely Warnings: Notice of a Criminal Threat**

UVU will issue timely warnings of any criminal activity that represents a serious or ongoing threat to the safety of the campus community. The decision to issue a timely warning to the campus community will be made on a case-by-case basis. UVUPD can initiate a timely warning without prior approval of the President or vice presidents. UVUPD will make every effort to notify the President or designee as soon as possible. If the emergency requires campus to be closed and/or evacuated, the President, Provost, or designee will make the decision to do so. If there is an immediate threat to the health or safety of students or employees on campus or in a specific location, law enforcement will evacuate the immediate area as needed.

During an emergency, pre-scripted and pre-approved messages will be used whenever possible. Depending on the nature of the emergency and the response needed by police personnel or others, the following persons will initiate a timely warning message:

UVU Chief of Police, Sergeant, or Officer in Charge (OIC)  
UVU Emergency Management and Safety Director  
UVU Associate V.P. of Digital Transformation  
UVU Associate V.P. of Strategic Communications Management  
UVU General Counsel

## **Emergency Notification: Notice of a Disaster**

UVU will issue an emergency notification to relevant members of the campus community immediately upon confirmation of a significant emergency or dangerous situation (other than criminal activity prompting a “timely warning”) occurring on the campus that involves an immediate threat to the health or safety of students or employees. When an emergency notification must be issued, the Campus-wide Emergency Communication Plan will be implemented.

## **Campus-Wide Emergency Communication Plan**

- In the event of a campus emergency, UVUPD should be notified immediately at (801) 863-5555. UVUPD will then notify VP of Administration & Strategic Relations.
- During an emergency, pre-scripted messages have been written and approved and will be used whenever possible. Depending on the nature of the emergency and the response needed by police personnel

or others, the following persons or organizations will carry out the process of initiating a message.

- The following Triage Team may rendezvous in person or virtually:
  - President
  - Provost
  - VP of Administration & Strategic Relations
  - General Counsel
  - Chief of Police
  - Director of Emergency Management/Safety
  - Dean of Students
  - Associate VP of Facilities
  - Associate VP of Information and Technology
  - Associate VP of Strategic Communications Management
- If an Emergency Operations Center (EOC) is activated, this group will take the lead obtaining up-to-date information about what is happening and coordinate and manage the response. The EOC will also contact and inform UCAS, the LDS Institute, the Health Professions/West Campus, any satellite campuses, or other appropriate entities as needed.
- The President will contact and inform the Commissioner of Higher Education and Chair of the Board of Trustees.
- If the President is unreachable and the situation calls for it, decision making power should follow this order as such individuals are present: 1) Provost, 2) VP of Administration & Strategic Relations, 3) VP of Student Affairs, and 4) VP of Planning, Budget, and Finance, 5) VP of Institutional Advancement.
- To the extent possible, the above group will be updated on the situation by the Incident Commander, who would be at the scene of the emergency. If a scene exists and it is police-oriented, then police would take Incident Command responsibilities. If there is no scene, others may be involved (in a power outage, for example the AVP of Facilities would serve as Incident Commander). The Triage Team, or the EOC, if activated, will make decisions regarding communications plan. Communication, both internal and external, will then proceed simultaneously as follows:
  - External/ media
  - Campus email
  - Web alerts

- Text messaging
- Digital signage
- Telephone alert
- Communication updates via these channels will continue throughout the duration of the emergency. Most communication will indicate the time of the next update.
- Official university communication with the media will be handled by the University Public Information Officer (PIO), who serves as the spokesperson according to University Policy 110. Requests by the media to answer questions or be interviewed concerning the emergency should be coordinated with the PIO.

## **Emergency Evacuation Procedures**

In the event of a fire, the university expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 or UVUPD. Students and/or staff should check in at the assembly area identified in the building emergency plan.

At no time should the closing of doors or the activation of the alarm delay the exit from the building. In the event of another significant emergency, the university's evacuation procedures will be influenced by the nature and magnitude and immediacy of the emergency. Evacuations may be for a single building or group of buildings, a campus neighborhood, or the entire campus. Evacuation information will be disseminated using any combination of alerts that may be useful given the nature of the incident. Information may include known hazards, general directions to travel or avoid, precautions that may be taken, and where to assemble, if appropriate. If a general evacuation is ordered, all campus members are advised to follow any directions given. For example, directions may be to report in at the Emergency Assembly Point (EAP) designated for that building. Alternatively, directions may be given to leave campus on foot to facilitate the quickest, safest movement of the campus population, and provide the best access for emergency responders.

## **Testing the Emergency Plan**

UVU conducts several exercises each year, such as tabletop, functional, and full-scale exercises. This includes testing the emergency notification systems on campus. These exercises and tests are designed to assess and evaluate the emergency operations plans and capabilities of the institution. For example, UVU conducts exercises involving the key decision-makers in an emergency. These exercises utilize the components of the emergency operations plan, emergency communications plan, and interactions with outside agencies. UVU also conducts annual fire drills in accordance with the International Fire Code.

The President, Cabinet, key positions on campus, and UVUPD officers have received training in the incident command system (ICS). When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually UVUPD, local police, and local fire departments, and they typically respond and work together to manage the incident at the scene. Depending on the nature of the incident, other UVU departments and other local, state, or federal agencies could also be involved in responding to the incident.

Evacuation exercises prepare building occupants for an organized evacuation in case of a fire or other emergency. At UVU, evacuation exercises are used to educate and train occupants on fire and safety issues specific to their building. During the evacuation exercise, occupants practice evacuation procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the exercises, the process also provides the University an opportunity to test the operation of the fire alarm system components.

An evacuation exercise/fire drill is coordinated by the Emergency Manager and the Fire Marshal each year for all UVU facilities. These took place during fall of 2023. Students, faculty, and staff learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation.



Evacuation exercises are monitored by UVU Emergency Manager, UVUPD, the Campus Fire Marshal, and the building marshal/floor captains assigned to each building to evaluate egress and behavioral patterns.

Recommendations for improvements are also submitted to the appropriate department/offices for consideration. The Office of the Fire Marshal keeps a record of Fire Drills. The Office of Emergency Management keeps a record of its emergency response and other disaster exercises.

During 2023, UVU participated in an Active Shooter Exercise. The purpose was to activate the Emergency Operations Center (EOC) and Policy Group and work through the immediate aftermath of an Active Shooter Incident. Communications to key stakeholders were initiated along with messages written for staff, faculty, and students, although sending out messages was simulated. Working with other off-campus entities was also practiced.

Active Shooter training is ongoing across campus with a focus this past year on new buildings with new occupants (Young Alumni Building and Digital Transformation Building)

During 2023, UVU participated in "The Great Shakeout" statewide earthquake exercise. Communications were tested to include radios, HAM radios, satellite telephones, text messaging, monitors, uvu.info (website) and communications with city and county emergency operations centers (EOCs). All students, faculty, and staff participated in taking protective measures during the ground shaking (drop, cover, and hold on).

Simultaneous with "The Great Shakeout" exercise, a post-earthquake building assessment was conducted by facilities personnel. This included dividing the campus into four areas and having teams of two conduct a quick assessment of all buildings across campus to include off-campus buildings. After the assessment a determination was made about whether the building was safe to enter. A placard was then posted indicating whether people could enter the building. Assessment criteria were created using ATC-20 guidelines and other documents.

## **Secure-In-Place Procedures**

Secure in place may be necessary during situations such as the presence of a hostile or armed intruder inside a building. Secure in place requires locking doors, windows, and barricading oneself to block entry to a campus

facility, a classroom, or to an office suite. If you receive a message to secure in place, do the following:

- Lock or barricade classroom and office doors.
- Close windows and window treatments.
- Turn off lights and silence cell phones.
- Instruct everyone to remain silent and not to go into hallways.
- Crouch down in areas out of sight from doors and windows to conceal yourself as much as possible.
- If you are in a hallway during the emergency, seek shelter immediately in the nearest classroom or office suite.
- If you are in outdoor areas, you should immediately take cover.
- Wait for further instruction.

## **Shelter-in-Place Procedures**

You may be advised to “shelter in place” rather than evacuate your building during emergency situations such as large hazardous material releases or severe weather emergencies. The recommendation to shelter in place will be conveyed through several communications methods (text, email, overhead, push notification, Alertus®, etc.).

If you receive a message for a shelter in place, do the following:

- Stay inside the building or go indoors as quickly as possible if you are working outside.
- Close windows to provide tighter seal against chemical vapors, smoke and/or fumes.
- Locate supplies you may need such as food, water, radio, or flashlights if you have them.
- In the event of a hazardous material release, turn off fans, air conditioning or ventilation systems, if you have control of these systems.
- Wait for further instructions.

**Note:** These are general guidelines that will help you remember what to do in the event of a secure in place or shelter in place event on campus, but each situation may present unique challenges. The most important aspect in both a secure in place and a shelter in place event is to put effective barriers between you and the threat.

## **Campus Security Access and Buildings**

The University Facilities Planning/Plant Operations Department maintains college buildings and grounds with a concern for safety and security. These facilities are inspected regularly; plant staff attempt to make prompt repairs and respond 24 hours a day to reports of potential safety and security hazards, such as broken windows and locks. UVUPD assists maintenance personnel by reporting potential safety and security hazards. Students and employees are encouraged to call Facilities Planning and Maintenance at (801) 863-8130 to report any hazard. Representatives from UVUPD, Environmental Health and Safety Department, and Facilities Planning routinely inspect the entire campus to review lighting and environmental safety concerns.

Most UVU facilities are open to the public during the day and evening hours when classes are in session. During times that UVU is officially closed, UVU buildings are generally locked and only employees, faculty, and authorized students with proper ID are admitted. The UVU Emergency Manager and Environmental Health and Safety Manager hold a monthly safety meeting to review hazards and risks across campus that can include anything from a trip hazard, poor lighting in a parking lot, exit signs, to roadway issues. An annual safety walkthrough for each building is completed with a State Risk Management representative to identify safety or security issues.

## **Firearms and Weapons Training and Guns on Campus**

Concealed Weapons: UVU complies with state law regarding weapons on campus. Utah state law states that a person may not possess a dangerous weapon, firearm, or sawed-off shot gun on school premises (Utah Code Section 76-10-505.5) except under certain conditions. One of these exceptions indicates that this criminal statute is not applicable if the person is authorized to possess a concealed firearm as provided by the concealed weapon law. UVU abides by this law and accordingly allows concealed firearm permit holders to possess their concealed firearm on campus. Utah statute defines a concealed dangerous weapon as being covered, hidden, or secreted in a manner that the public would not be aware of its presence (Utah Code 76-10-501). As an institution, UVU abides by state law and

allows individuals with a current, valid concealed weapons permit to legally carry a concealed firearm under the parameters outlined by Utah state law.

## **Active Shooter Training**

UVUPD officers regularly participate in active shooter response training incorporating the latest trends, techniques, and procedures. UVU's Emergency Management Department has training available upon request for active shooter situations. This training entails educating employees on how to recognize problems in people, escalating behaviors and what to do about these behaviors, and what to do when faced with the perpetrator using the philosophy of "run, hide, fight," and explains the basics of the Behavior Assessment Team (BAT). UVU Emergency Management has held 15 presentations for employees and students so far in 2023.

Students, staff, and faculty can access trainings and resources, including active shooter response and prevention resources at <https://www.uvu.edu/emergencymanagement/index.html>



## **CLERY ACT CRIMES**

Pursuant to 34 CFR § 668.46(c), information about any incident that may constitute any of the following crimes must be reported by Campus Security Authorities to UVUPD, and the University is required to maintain statistics of these crimes for this Annual Security Report:

**Criminal Offenses:** Criminal Homicide, including Murder and Non-negligent Manslaughter, and Manslaughter by Negligence; Sexual Assault, including Rape, Fondling, Incest and Statutory Rape; Robbery; Aggravated

Assault; Burglary; Motor Vehicle Theft; and Arson.

**Hate Crimes:** Any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/Vandalism of Property that were motivated by bias.

**VAWA Offenses:** Any incidents of Domestic Violence, Dating Violence

and Stalking. (Note that Sexual Assault is also a VAWA Offense but is included in the Criminal Offenses category for *Clery Act* reporting purposes); and

**Arrests and Referrals for Disciplinary Action:** for Weapons (Carrying, Possessing, Etc.); Law Violations; Drug Abuse Violations; and Liquor Law Violations.

## ***Clery Act* Definitions**

**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 using a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property of another, etc.

**Bias:** A preformed negative opinion or attitude toward a group of persons based on:

(1) **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

(2) **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

(3) **Sexual Orientation.** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual

Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

(4) **Gender.** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

(5) **Gender Identity.** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.

(6) **Ethnicity.** A pre-formed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term "race" in that "race" refers to a grouping based mostly upon biological

criteria, while "ethnicity" also encompasses additional cultural factors.

(7) **National Origin.** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in (i) certain customs associated with a national origin group, or because they are married to or associated with people of a certain national origin.

(8) **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital, or acquired by heredity, accident, injury, advanced age or illness.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Campus Security Authorities (CSA):** A campus police department or a campus security department of an institution. If your institution has a campus police or security department, all

individuals who work for that department are campus security authorities. A security department can be as small as one person. Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property). Include individuals such as those who provide security at a campus parking kiosk, monitor access into a campus facility, act as event security, such as for sporting events or large, registered parties, or escort students around campus after dark (including other students). 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. If you direct the campus community to report criminal incidents to anyone or any organization in addition to police or security-related personnel, that individual or organization is a campus security authority. 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. An **official** is defined as any person who has the authority and the duty to act or respond to issues on behalf of the institution.

### **Utah State Code 76-5-406 Definition of Consent**

An act of sexual intercourse, rape, attempted rape, rape of a child, attempted rape of a child, object rape, attempted object rape, object rape of a child, attempted object rape of a child, sodomy, attempted sodomy, forcible sodomy, attempted forcible sodomy, sodomy on a child, attempted sodomy on a child, forcible sexual abuse, attempted forcible sexual abuse, sexual abuse of a child, attempted sexual abuse of a child, aggravated sexual abuse of a child, attempted aggravated sexual abuse of a child, or simple sexual abuse is without consent of the victim under any of the following circumstances:

- (1) The victim expresses lack of consent through words or conduct.
- (2) The actor overcomes the victim through the actual application of physical force or violence.
- (3) the actor can overcome the victim through concealment or by the element of surprise.
- (4) a. i. the actor coerces the victim to submit by threatening to retaliate in the immediate future against the victim or any other person, and the victim perceives at the time that the actor can execute this threat;  
or

- ii. the actor coerces the victim to submit by threatening to retaliate in the future against the victim or any other person, and the victim believes at the time that the actor can execute this threat.
- b. as used in this Subsection (4), "to retaliate" includes threats of physical force, kidnapping, or extortion.
- (5) The actor knows the victim is unconscious, unaware that the act is occurring, or physically unable to resist.
- (6) the actor knows that because of mental disease or defect, or for any other reason the victim is at the time of the act incapable either of appraising the nature of the act or of resisting it.
- (7) the actor knows that the victim submits or participates because the victim erroneously believes that the actor is the victim's spouse.
- (8) the actor intentionally impaired the power of the victim to appraise or control his or her conduct by administering any substance without the victim's knowledge.
- (9) the victim is younger than 14 years of age.
- (10) the victim is younger than 18 years of age and at the time of the offense the actor was the victim's parent, stepparent, adoptive parent, or legal guardian or occupied a position of special trust in relation to the victim as defined in Section 76-5-404.1.
- (11) the victim is 14 years of age or older, but younger than 18 years of age, and the actor is more than three years older than the victim and entices or coerces the victim to submit or participate, under circumstances not amounting to the force or threat required under Subsection (2) or (4); or
- (12) the actor is a health professional or religious counselor, as those terms are defined in this Subsection (12), the act is committed under the guise of providing professional diagnosis, counseling, or treatment, and at the time of the act the victim reasonably believed that the act was for medically or professionally appropriate diagnosis, counseling, or treatment to the extent that resistance by the victim could not reasonably be expected to have been manifested; for purposes of this Subsection (12):
  - a. "Health professional" means an individual who is licensed or who holds himself or herself out to be licensed, or who otherwise provides professional physical or mental health services, diagnosis, treatment, or counseling including, but not limited to, a physician, osteopathic physician, nurse, dentist, physical therapist, chiropractor, mental health therapist, social service worker, clinical social worker, certified social worker, marriage and family therapist, professional counselor, psychiatrist, psychologist, psychiatric mental health nurse specialist, or substance abuse counselor; and



- b. "Religious counselor" means a minister, priest, rabbi, bishop, or other recognized member of the clergy.

### **Consent Under University Policy 162 Title IX Sexual Harassment**

**Definition** – An affirmatively communicated willingness through words and/or actions to participate in sexual activity. Consent is active, not passive, and silence, in and of itself, may not be interpreted as consent. Consent must be given by all participating parties; must be clear, knowing, and voluntary; and can be given only by someone who is 18 years of age or older and is not mentally and/or physically incapacitated.

**Determination** – All participants in sexual activity are responsible for ensuring that they have the consent of all involved to engage in sexual activity. Any individual who engages in sexual activity without receiving clear, knowing, and voluntary consent, or who forces a party that has withdrawn consent at any point to participate, has violated this policy. Sexual activity with someone deemed unable to grant clear, knowing, and voluntary consent constitutes a violation of this policy. This includes, but is not limited to, individuals who are:

- 1) Mentally or physically incapacitated for any reason.
- 2) Under the age of 18; or
- 3) Forced to give consent in any way, including, but not limited to, by coercion, intimidation, duress, deception, threats, implied threats, and/or physical force.

Consent to any one form of sexual activity does not automatically imply consent to any other forms of sexual activity.

Past consent to sexual activity does not imply ongoing future consent. The current or past existence of a relationship does not imply consent.

Whether an individual has taken advantage of a position of authority over an alleged victim may be a factor in determining consent or coercion.

#### **Clery Act Definitions Continued**

**Course of Conduct:** Two or more acts, including, but not limited to,

acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors,

observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

**Dating Violence:** violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Dating violence does not include acts covered under the definition of domestic violence.

The existence of such a relationship is determined based on the reporting party's statement and with consideration of the length of the relationship, type of relationship, and frequency of interaction between the parties. It includes, but is not limited to sexual or physical abuse or the threat of such abuse. It does not include acts covered under the definition of domestic violence. Any incident meeting this definition is considered a crime for purposes of *Clery Act* reporting, though criminal prosecution of crimes must meet the definition of Utah law.

Under Utah law, any criminal offense involving violence or physical harm, or threat of violence or physical harm, when committed by a person against his or her dating partner; or any attempt, conspiracy, or solicitation by a person to commit a criminal offense involving violence or physical harm against his or her dating partner. "Dating partner" means a person who: (a) is an emancipated person as defined by Utah statute; or (b) is 18 years of age or older; and is, or has been, in a dating relationship with the other party. "Dating partner" does not include an intimate partner, as defined in federal law (18 U.S.C. § 921). "Dating relationship" means a social relationship of a romantic or intimate nature, or a relationship that has romance or intimacy as a goal by one or both parties, regardless of whether the relationship involves sexual intimacy. "Dating relationship" does not mean casual fraternization in a business, educational, or social context. In determining, based on a totality of the circumstances, whether a dating relationship exists, all relevant factors will be considered, including: (a) whether the parties developed interpersonal bonding above a mere casual fraternization; (b) the length of the parties' relationship; (c) the nature and the frequency of the parties' interactions, including communications indicating that the parties intended to begin a dating relationship; (d) the ongoing

expectations of the parties, individual or jointly, with respect to the relationship; (e) whether, by statement or conduct, the parties demonstrated an affirmation of their relationship to others; and (f) whether other reasons exist that support or detract from a finding that a dating relationship exists. It is not necessary that all, or a particular number, of the factors described herein are found to support the existence of a dating relationship. (Utah Code Ann. § 78B-7-142 402.)

**Destruction/Damage/Vandalism of Property (Except Arson):** To destroy willfully or maliciously, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

**Domestic violence:** A felony or misdemeanor crime of violence committed by (a) by a current or former spouse or intimate partner of the victim; (b) by a person with whom the victim shares a child in common; (c) by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; (d) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or (e) by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of

the jurisdiction in which the crime of violence occurred. Any incident meeting this definition is considered a crime for purposes of *Clery Act* reporting, though criminal prosecution of crimes must meet the definition of Utah law.

Under Utah law, any criminal offense involving violence or physical harm or threat of violence or physical harm, or any attempt, conspiracy, or solicitation to commit a criminal offense involving violence or physical harm, when committed by one cohabitant against another. "Domestic violence" also means commission or attempt to commit, any of the following offenses by one cohabitant against another: aggravated assault, assault, criminal homicide, harassment, electronic communication harassment, kidnapping, child kidnapping, or aggravated kidnapping, mayhem, sexual offenses, stalking, unlawful detention, violation of protective order, any offense against property, possession of a deadly weapon with intent to assault, discharge of a firearm. (Utah Code Ann. § 77-36-1(4).)

**Disciplinary Referrals:** the referral of any person to any official who initiates a disciplinary action of which a record is established, and which may result in the imposition of a sanction. Include those individuals referred to the Director of the Office of Student Rights & Accountability

and Conflict Resolution Office for liquor law, drug law, and illegal weapons violations. The numbers include incidents that are reported via UVUPD incident reports and reports provided directly to the Director from other members of the UVU community.

**Drug Abuse Violations:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. 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).

**Fondling:** is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Hate Crime:** a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For *Clery Act* purposes, Hate Crimes include any of the following offenses that are motivated by bias.

Murder and Non-negligent Manslaughter  
Sexual Assault  
Robbery  
Aggravated Assault  
Burglary  
Motor Vehicle Theft  
Arson  
Larceny-Theft  
Simple Assault  
Intimidation  
Destruction/Damage/ Vandalism of Property

**Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

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

**Larceny/ Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another person.

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

**Manslaughter:** The willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence:** The killing of another person through gross negligence.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joy riding).

**Murder and Non-negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. This includes any death caused by injuries received in a fight, argument, quarrel, assault, or the commission of a crime.

**Rape:** Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

**Reasonable person:** A reasonable person under similar circumstances and with similar identities to the victim.

**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, violence, and/or putting the victim in fear.

**Sexual Assault:** 1) As defined in the *Clery Act*, sexual assault is any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. This includes actual or attempted sexual contact with another person without that person's consent. Sexual assault includes but is not limited to involvement in any sexual contact when the victim is unable to consent or intentional and unwelcome touching, however slight, of any body part or object, by any person upon another person, that is without consent and/or by force or coercing, forcing, or attempting to coerce or force another to touch a person's intimate parts (defined as genital area, groin, inner thigh, buttocks,

or breast). Sexual intercourse without consent includes acts commonly referred to as rape, statutory incest. Intercourse includes vaginal penetration by a penis, object, tongue, or finger; anal penetration by a penis, object, tongue, or finger; and oral copulation (mouth-to-genital contact or genital-to-mouth contact) no matter how slight the penetration or contact. Any incident meeting this definition is considered a crime for purposes of *Clery Act* reporting, though criminal prosecution of crimes must meet the definition of Utah law.

2) Under Utah law, a person is guilty of rape if that person has sexual intercourse with the victim without the victim's consent. (Utah Code Ann. § 76-5-402.) A person is guilty of object rape if the actor, without the victim's consent, causes the penetration, however slight, of the genital or anal opening of another person who is 14 years of age or older, by any foreign object, substance, instrument, or device, including a part of the human body other than the mouth or genitals, with intent to cause substantial emotional or bodily pain to the victim or with the intent to arouse or gratify the sexual desire of any person. (Utah Code Ann. § 76-5-402 76-5-402.2.) A person is guilty of sexual battery if the person, under circumstances not amounting to rape, sodomy, forcible sex abuse, or aggravated sexual abuse, intentionally

touches, whether or not through the clothing, the anus, buttocks, or any part of the genitals of another person, or the breast of a female person, and the person's conduct is under circumstances the person knows or should know will likely cause affront or alarm to the person touched. (Utah Code Ann. § 76-9-702.1.) Note that for *Clery* purposes, statistics only include rape, fondling, incest, and statutory rape.

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

**Sex Offenses, Non-forcible:** Unlawful, non-forcible sexual intercourse.

**Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or

permanent mental or physical incapacity.

**Stalking:** 1) As defined in the *Clery Act*, stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress. For the purposes of this definition, course of conduct means two or more acts that the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property. Any incident meeting this definition is considered a crime for purposes of *Clery Act* reporting, though criminal prosecution of crimes must meet the definition of Utah law.

2) Under Utah law, a person is guilty of stalking who intentionally or knowingly engages in a course of conduct directed at a specific person and knows or should know that the course of conduct would cause a reasonable person to fear for the person's own safety or the safety of a third person, or to suffer other emotional distress. A person is guilty of stalking who

intentionally or knowingly violates a stalking injunction issued pursuant to Utah Code Ann. § 77-3a, or a permanent criminal stalking injunction issued pursuant to Utah Code Ann. § 76-5-106.

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent.

**Substantial Emotional Distress:** Significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

**Weapon Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. This includes manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned (Utah Code 76-10-501).

***Note: The above crimes are considered crimes for purposes of Clery reporting but may not actually be crimes punishable under state or federal laws.***

## **Clery Geography**

Any location on which the University is required to report crime statistics for purposes of the *Clery Act*, including:

1) Under the *Clery Act*, the **on-campus** category includes the following: 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 the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institution purposes (such as a food or other retail vendor).

**2) Non-campus building or property:**

The term "non-campus" means: 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.

**3) Public property within or immediately adjacent to the campus:** The term "public property" means all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.



# Utah Valley University Locations

## OREM CAMPUS

The Orem Campus houses the main campus for Utah Valley University. The campus is located off West University Parkway in Orem, Utah.

Campus-specific crime data is presented separately here. Where applicable, campus-specific contact information and community resources have been noted for separate campuses represented in this report. All other aspects of this report, including crime definitions and policy statements, apply to all UVU campus locations.

UVU Orem Campus Clery Data 2020-2022															
Criminal Offenses	2020					2021					2022				
	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	2	0	0	2	2	1	0	0	1	1	9	1	0	10	8
Fondling	0	0	0	0	0	4	0	0	4	2	4	5	0	9	3
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	1	1	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	4	1	0	5	4
Burglary	0	0	0	0	0	6	0	0	6	0	4	0	0	4	1
Motor Vehicle Theft	0	0	0	0	0	3	0	0	3	3	6	0	0	6	5
Arson	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0
<b>VAWA (Violence Against Women Reauthorization Act)</b>	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Domestic Violence	2	0	0	2	2	0	0	0	0	0	5	0	0	5	4
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	1	0	0	1	0	1	0	0	1	1	4	0	0	4	1
<b>Arrests</b>	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	10	0	0	10	9	3	0	0	3	2	10	13	0	23	10
Liquor Law Violations	9	0	0	9	9	1	0	0	1	1	7	2	0	9	6
<b>Disciplinary Actions</b>	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	4	0	4	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*\*\*Crimes reported in the "Contract Residence" category are duplicated in the "Campus" category.*

Statistics obtained from UVU Police Department and local police authorities through Spillman Law Enforcement Database, Campus Security Authorities, UVU Office of Student Rights & Accountability, and Title IX Coordinator.

**Unfounded Crimes:** There were zero unfounded crimes during 2020-2022.



## Satellite Campuses

Campus-specific crime data is presented separately here. Where applicable, campus-specific contact information and community resources have been noted for separate campuses represented in this report. All other aspects of this report, including crime definitions and policy statements, apply to all UVU campus locations.

### WEST CAMPUS (OREM)

The West Campus is located off South Geneva Road in Orem, Utah.

NOTE: With the 2021 completion of the I-15 pedestrian bridge connecting the West Campus with the main Orem Campus, this campus will be considered part of the main Orem Campus for Clery Act purposes beginning with the 2021 data reporting cycle.

UVU West Campus Clery Data 2020-2022															
Criminal Offenses	2020					2021					2022				
	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Murder	0	0	0	0	0	0	0	0	0	0					
Manslaughter	0	0	0	0	0	0	0	0	0	0	Please refer to Orem Campus for 2022				
Rape	0	0	0	0	0	0	0	0	0	0					
Fondling	0	0	0	0	0	0	0	0	0	0					
Incest	0	0	0	0	0	0	0	0	0	0					
Statutory Rape	0	0	0	0	0	0	0	0	0	0					
Robbery	0	0	0	0	0	0	0	0	0	0					
Aggravated Assault	0	0	0	0	0	0	0	0	0	0					
Burglary	0	0	0	0	0	0	0	0	0	0					
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0					
Arson	0	0	0	0	0	0	0	0	0	0					
<b>VAWA (Violence Against Women Reauthorization Act)</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Domestic Violence	0	0	0	0	0	0	0	0	0	0					
Dating Violence	0	0	0	0	0	0	0	0	0	0					
Stalking	0	0	0	0	0	0	0	0	0	0					
<b>Arrests</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0					
Drug Violations	0	0	0	0	0	0	0	0	0	0					
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0					
<b>Disciplinary Actions</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0					
Drug Violations	0	0	0	0	0	0	0	0	0	0					
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0					

**\*\*Crimes reported in the "Contract Residence" category are duplicated in the "Campus" category.**

Statistics obtained from UVU Police Department and local police authorities through Spillman Law Enforcement Database, Campus Security Authorities, UVU Office of Student Rights & Accountability, and Title IX Coordinator.

**Unfounded Crimes:** There were zero unfounded crimes during 2020-2022.

2022		HATE CRIMES - UVU WEST CAMPUS																								
Offense	Campus					Non Campus					Public Property					Contractual Residence					Total					
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION		GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	
Murder/Non-Negligent Manslaughter																										
Negligent Manslaughter																										
Rape																										
Fondling																										
Incest																										
Statutory Rape																										
Robbery																										
Aggravated Assault																										
Burglary																										
Motor Vehicle Theft																										
Simple Assault																										
Arson																										
Larceny-Theft																										
Intimidation																										
Destruction/Damage / Vandalism of Property																										
Other Crime Involving Bodily Injury																										
PLEASE REFER TO OREM CAMPUS FOR 2022																										
2021		HATE CRIMES																								
Offense	Campus					Non Campus					Public Property					Contractual Residence					Total					
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION		GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2020		HATE CRIMES																								
Offense	Campus					Non Campus					Public Property					Contractual Residence					Total					
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION		GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## LEHI CAMPUS

The Lehi Campus is located off Executive Parkway in Lehi, Utah.

Campus-specific crime data is presented separately here. Where applicable, campus-specific contact information and community resources have been noted for separate campuses represented in this report. All other aspects of this report, including crime definitions and policy statements, apply to all UVU campus locations.

UVU Lehi Campus Clery Data 2020-2022															
Criminal Offenses	2020					2021					2022				
	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA (Violence Against Women Reauthorization Act)</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Disciplinary Actions</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*\*\*Crimes reported in the "Contract Residence" category are duplicated in the "Campus" category.*

Statistics obtained from UVU Police Department and local police authorities through Spillman Law Enforcement Database, Campus Security Authorities, UVU Office of Student Rights & Accountability, and Title IX Coordinator.

**Unfounded Crimes:** There were zero unfounded crimes during 2020-2022.

2022 HATE CRIMES - UVU LEHI CAMPUS																										
Offense	Campus						Non Campus						Public Property						Contractual Residence						Total	
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN		
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

2021 HATE CRIMES																										
Offense	Campus						Non Campus						Public Property						Contractual Residence						Total	
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN		
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

2020 HATE CRIMES																										
Offense	Campus						Non Campus						Public Property						Contractual Residence						Total	
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN		
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

## CANYON PARK ("CULINARY") CAMPUS

The Canyon Park ("Culinary") Campus is located off of Timpanogos Parkway in north Orem, Utah.

UVU Canyon Park Campus Clery Data 2020-2022															
Criminal Offenses	2020					2021					2022				
	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA (Violence Against Women Reauthorization Act)</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Disciplinary Actions</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**\*\*Crimes reported in the "Contract Residence" category are duplicated in the "Campus" category.**

Statistics obtained from UVU Police Department and local police authorities through Spillman Law Enforcement Database, Campus Security Authorities, UVU Office of Student Rights & Accountability, and Title IX Coordinator.

**Unfounded Crimes:** There were zero unfounded crimes during 2020-2022.

2022 HATE CRIMES - UVU CANYON PARK CAMPUS																										
Offense	Campus					Non Campus					Public Property					Contractual Residence					Total					
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	Total	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2021 HATE CRIMES																										
Offense	Campus					Non Campus					Public Property					Contractual Residence					Total					
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	Total	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2020 HATE CRIMES																										
Offense	Campus					Non Campus					Public Property					Contractual Residence					Total					
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	Total	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



## PROVO CAMPUS

The Provo Campus is located off West Mike Jense Parkway in Provo, Utah; as well as the Flight Training Center located at the Provo Municipal Airport. Campus-specific crime data is presented separately here. Where applicable, campus-specific contact information and community resources have been noted for separate campuses represented in this report. All other aspects of this report, including crime definitions and policy statements, apply to all UVU campus locations.

UVU Provo Campus Clery Data 2020-2022															
Criminal Offenses	2020					2021					2022				
	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA (Violence Against Women Reauthorization Act)</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Disciplinary Actions</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*\*Crimes reported in the "Contract Residence" category are duplicated in the "Campus" category.*

*Statistics obtained from UVU Police Department and local police authorities through Spillman Law Enforcement Database, Campus Security Authorities, UVU Office of Student Rights & Accountability, and Title IX Coordinator.*

**Unfounded Crimes:** There were zero unfounded crimes during 2020-2022.

2022 HATE CRIMES - UVU PROVO CAMPUS																									
Offense	Campus						Non Campus						Public Property						Contractual Residence						Total
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2021 HATE CRIMES																									
Offense	Campus						Non Campus						Public Property						Contractual Residence						Total
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2020 HATE CRIMES																									
Offense	Campus						Non Campus						Public Property						Contractual Residence						Total
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## WASATCH CAMPUS

The Wasatch Campus is located off North College Way in Heber City, Utah.

Campus-specific crime data is presented separately here. Where applicable, campus-specific contact information and community resources have been noted for separate campuses represented in this report. All other aspects of this report, including crime definitions and policy statements, apply to all UVU campus locations.

UVU Wasatch Campus Clery Data 2020-2022															
Criminal Offenses	2020					2021					2022				
	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA (Violence Against Women Reauthorization Act)</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Disciplinary Actions</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*\*\*Crimes reported in the "Contract Residence" category are duplicated in the "Campus" category.*

Statistics obtained from UVU Police Department and local police authorities through Spillman Law Enforcement Database, Campus Security Authorities, UVU Office of Student Rights & Accountability, and Title IX Coordinator.

**Unfounded Crimes:** There were zero unfounded crimes during 2020-2022.

2022		HATE CRIMES - UVU WASATCH CAMPUS																								
Offense	Campus					Non Campus					Public Property					Contractual Residence					Total					
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	Total	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2021		HATE CRIMES																								
Offense	Campus					Non Campus					Public Property					Contractual Residence					Total					
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	Total	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2020		HATE CRIMES																								
Offense	Campus					Non Campus					Public Property					Contractual Residence					Total					
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	Total	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## CAPITOL REEF FIELD STATION

The Capitol Reef Field Station is in Wayne County near Torrey, UT in Capitol Reef National Park.

Campus-specific crime data is presented separately here. Where applicable, campus-specific contact information and community resources have been noted for separate campuses represented in this report. All other aspects of this report, including crime definitions and policy statements, apply to all UVU campus locations.

UVU Capitol Reef Field Station Campus Clery Data 2020-2022															
Criminal Offenses	2020					2021					2022				
	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence	Campus	Non Campus	Public	Total	**Contract Residence
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>VAWA (Violence Against Women Reauthorization Act)</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Arrests</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Disciplinary Actions</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>	<b>Campus</b>	<b>Non Campus</b>	<b>Public</b>	<b>Total</b>	<b>**Contract Residence</b>
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*\*Crimes reported in the "Contract Residence" category are duplicated in the "Campus" category.*

*Statistics obtained from UVU Police Department and local police authorities through Spillman Law Enforcement Database, Campus Security Authorities, UVU Office of Student Rights & Accountability, and Title IX Coordinator.*

**Unfounded Crimes:** There were zero unfounded crimes during 2020-2022.

2022 HATE CRIMES - UVU CAPITOL REEF FIELD STATION CAMPUS																									
Offense	Campus					Non Campus					Public Property					Contractual Residence									
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	Total
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2021 HATE CRIMES																									
Offense	Campus					Non Campus					Public Property					Contractual Residence									
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	Total
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2020 HATE CRIMES																									
Offense	Campus					Non Campus					Public Property					Contractual Residence									
	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	RACE	SEXUAL ORIENTATION	GENDER	DISABILITY	ETHNICITY	NATIONAL ORIGIN	Total
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage / Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Crime Involving Bodily Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

## Utah Campus Housing-Specific Reporting

Utah state law (Utah Code § 53B-28-403) requires crime reporting specific to “institution non-campus housing facilities,” “student organization non-campus housing facilities,” and “on-campus housing facilities.” These definitions and geographic descriptions are unique to state law and not consistent with Clery Act geography definitions in federal law. This data is, therefore, reported separately and may duplicate the data summarized above, which also covers student housing.

UVU has no “student organization noncampus housing facilities” or “on-campus housing facilities” as described by state law. UVU reports the following 2020-22 crime data for “institution noncampus housing facilities”:

INSTITUTION NON-CAMPUS HOUSING FACILITIES											
2022	Promenade Place	Wolverine Crossing	Village on the Parkway	Summerwood	The Green	The Axis	TOTALS				
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0				
Negligent Manslaughter	0	0	0	0	0	0	0				
Rape	0	2	1	1	2	2	8				
Fondling	0	2	0	0	1	0	3				
Incest	0	0	0	0	0	0	0				
Statutory Rape	0	0	0	0	0	0	0				
Robbery	0	0	0	0	0	0	0				
Aggravated Assault	0	0	0	0	1	3	4				
Burglary	0	0	0	0	0	1	1				
Motor Vehicle Theft	0	1	1	1	0	2	5				
Arson	0	0	0	0	0	0	0				
Domestic Violence	0	0	2	0	1	1	4				
Dating Violence	0	0	0	0	0	0	0				
Stalking	0	0	0	0	1	0	1				
Weapons Violations - Arrests	0	0	0	0	0	0	0				
Drug Violations - Arrests	1	2	0	0	4	2	9				
Liquor Violations - Arrests	0	6	0	0	0	0	6				
Weapons Violations - Disciplinary	0	0	0	0	0	0	0				
Drug Violations - Disciplinary	0	0	0	0	0	0	0				
Liquor Violations - Disciplinary	0	0	0	0	0	0	0				
2021	Promenade Place	Wolverine Crossing	Village on the Parkway	University Towers	University Gateway	Summerwood	Carriage Cove	The Green	Ventana	The Axis	TOTALS
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	1	0	0	1
Fondling	0	1	0	0	0	0	0	1	0	0	2
Incest	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	3	0	0	0	0	3
Arson	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	1	0	0	1
Weapons Violations - Arrests	0	0	0	0	0	0	0	0	0	0	0
Drug Violations - Arrests	0	0	0	0	0	1	0	1	0	0	2
Liquor Violations - Arrests	0	0	0	0	0	0	0	1	0	0	1
Weapons Violations - Disciplinary	0	0	0	0	0	0	0	0	0	0	0
Drug Violations - Disciplinary	0	0	0	0	0	0	0	0	0	0	0
Liquor Violations - Disciplinary	0	0	0	0	0	0	0	0	0	0	0
2020	Promenade Place	Wolverine Crossing	Village on the Parkway	University Towers	University Gateway	Summerwood	Carriage Cove	The Green	The Axis	TOTALS	
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	
Rape	0	1	0	0	1	0	0	0	0	2	
Fondling	0	0	0	0	0	0	0	0	0	0	
Incest	0	0	0	0	0	0	0	0	0	0	
Statutory Rape	0	0	0	0	0	0	0	0	0	0	
Robbery	0	1	0	0	0	0	0	0	0	1	
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	
Burglary	0	0	0	0	0	0	0	0	0	0	
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	
Arson	0	0	0	0	0	0	0	0	0	0	
Domestic Violence	2	0	0	0	0	0	0	0	0	2	
Dating Violence	0	0	0	0	0	0	0	0	0	0	
Stalking	0	0	0	0	0	0	0	0	0	0	
Weapons Violations - Arrests	0	0	0	0	0	0	0	0	0	0	
Drug Violations - Arrests	5	4	0	0	0	0	0	0	0	9	
Liquor Violations - Arrests	0	8	1	0	0	0	0	0	0	9	
Weapons Violations - Disciplinary	0	0	0	0	0	0	0	0	0	0	
Drug Violations - Disciplinary	0	0	0	0	0	0	0	0	0	0	
Liquor Violations - Disciplinary	0	0	0	0	0	0	0	0	0	0	



## CRIME PREVENTION: STAYING SAFE ON CAMPUS

Utah Valley University seeks to provide a safe and healthy experience for students, employees, and others who make use of UVU facilities. While the University makes efforts to keep the campuses safe, individuals should take steps to ensure their own and others' safety. Many crimes are committed in response to an opportunity. Eliminating opportunity is the best prevention.



### Safety Tips

1. Develop a relationship with friends and neighbors that will encourage checking on one another often.
2. Report suspicious persons or activities to UVUPD or your local police immediately.
3. Do not leave valuables unattended for even a short time. Most thefts occur moments after valuables are left unattended on campus.
4. Try to park in an area that will be well-lit and heavily traveled when you return.
5. Lock your car doors and roll up the windows completely, even if you're only running a quick errand.
6. Do not leave valuables in plain view in a vehicle. Most auto burglaries are "smash and grabs."
7. Be always aware of your surroundings. Know where you are and where you are going.
8. Avoid walking alone and let people know where you are going.
9. Avoid working or studying alone at night.
10. If you are being victimized, make noise, and bring as much attention to yourself as possible.
11. Keep lists of all valuables, including serial numbers (i.e., laptops, cameras, and iPods).

12. To avoid unwanted electronic communication, do not give out your name, address, or contact information. If you receive unwanted electronic communication, do not delete it, as it could be important evidence. Note the phone number displayed on your caller ID or save the text or e-mail message and bring it to UVUPD or University officials for assistance.
13. Keep ATM, debit, and credit cards in a safe place.
14. Never reveal a PIN number to anyone.
15. Never loan your ATM card to anyone, no matter who they are.
16. When possible, use ATM cards in daylight, or at night, indoor or in a well-lit area.
17. Follow all rules of the road when driving a car, riding a bike, or using other forms of personal transportation such as rollerblades, skateboards, or scooters.
18. If you choose to drink, drink legally and responsibly. Remember that your ability to respond is diminished by over-consumption of alcohol.
19. Put UVUPD and your local law enforcement agency in your cell phone, in case of emergency, along with a name and telephone number of a loved one, to enable emergency services personnel to contact your family in the event of an emergency.

## **Crime Awareness / Crime Prevention**

Another important function of UVUPD is making our campus users aware of how to prevent becoming a victim of crime. If requested, one of our UVUPD officers will talk to groups regarding crime awareness/crime prevention.

**UVUPD also offers a police escort service on campus upon request. Contact (801) 863-5555 if you feel unsafe and need a security escort.**

In addition, several departments on campus coordinate crime prevention efforts, including UVU's Dean of Students, the Equal Opportunity/Title IX Office, Risk Management, and Human Resources. Presentations typically include:

- UVU policy and conduct expectations
- Types of misconduct
- Personal safety
- Consent
- Effect of alcohol and drugs
- Bystander intervention

These trainings can be provided to any department or student association on request.

## **Campus Safety Awareness Programs**

The Chief of Police, the University Fire Marshal, the University Emergency Management and Safety Manager, the University Risk Manager, and other staff members are involved in a University Safety Committee, which makes periodic security and safety surveys of campus facilities. Suggestions are made for improving security and safety in each area of instruction to improve the safety and security of students, employees, and faculty.

UVUPD also provides sexual assault awareness training to interested members for the UVU campus community.

## **Women's Safety Awareness and Self-Defense Training**

UVU offers a Safety Awareness and Self-Defense course through the Department of Public Health. The course investigates self-awareness, self-empowerment, and self-defense. It emphasizes environmental awareness and strategies in avoiding dangerous situations. It further teaches self-defense techniques that can be used in a crisis situation. RAD (rape aggression defense) Training, a six-week self-defense series, is also offered periodically.

## **Student Housing**

UVU contractually reserves space for UVU students in certain third-party owned housing facilities. The University does not exercise operational control of the housing. Some of these housing facilities are located within 1 mile of the main Orem campus, and therefore may be considered "on-campus" student housing for purposes of the *Clery Act*. The University cannot guarantee or represent that non-UVU owners and managers of student housing comply with health and safety standards established by the county and the state. Students bear the responsibility to choose safe and secure living accommodations. Local law enforcement agencies are responsible for policing off-campus student residences, including the apartments listed below. UVUPD maintains a strong working relationship with local law enforcement agencies and may assist as needed. All crime should be promptly reported. UVU residential community leaders (RCL's) currently reside at the following complexes. RCLs are designated Campus Security Authorities and are trained to receive and report possible criminal incidents:

<b>Orem</b> ("on campus")
---------------------------

- |   |
|---|
| <ul style="list-style-type: none"><li>• Promenade Place</li><li>• Wolverine Crossing</li><li>• Village on the Parkway</li><li>• Summerwood</li><li>• The Green</li><li>• The Axis</li></ul> |
|---|

While these locations are not physically located on campus, crime that occurs must be reported to the RCL, who will report to UVUPD for *Clery* compliance purposes. Crime that occurs in the above apartments or surrounding common areas must be reported, for a determination of whether it should be classified on the *Clery* report as "on-campus" crime. Sexual misconduct concerns should also be reported to the Title IX Coordinator. Please remember that reporting sexual misconduct or a crime for *Clery* purposes, does not obligate an individual to press criminal charges or to pursue a formal complaint under UVU policies.

### **Travel: Short Stay and Repeated Use**

Short-stay "away" trips: University-sponsored student short-stay "away" trips (of more than one night), when a written agreement exists, must report crime for all locations used by students during the trip, controlled by the institution during the trip and used to support educational purposes. These crimes will appear as "non-campus" property on the *Clery* report. Travel leaders must report all crime to UVUPD within 24 hours of occurrence.

### **Repeated use of a location for school-sponsored trips:**

University-sponsored student overnight trips every year, where the students stay in the same hotel each year, must include portions of the hotel in its non-campus *Clery* geography.

### **Travel: International Study Abroad Programs**

Online safety and security training is required and provided to all students and employees traveling abroad through the study program. Study/Travel sponsors/leaders are considered CSAs, who will report all crime during travel to UVUPD for a determination of *Clery* reporting obligations. Host family situations do not normally qualify as non-campus locations unless there is a written agreement with the family that gives the University some significant control over space in the family home.

Crimes occurring in rented or leased space at a hotel or other housing facility may be reportable as “non-campus” crime. Travel leaders must report to local authorities and to UVUPD within 24 hours. Sexual misconduct concerns should also be reported to the Title IX Coordinator within 24 hours. Please remember that reporting a crime for *Clery* purposes or sexual misconduct does not obligate an individual to press criminal charges or a formal UVU complaint.

Additional safety information may be obtained from the U.S. Department of State website ([www.state.gov](http://www.state.gov)). This includes travel tips, warnings, and other pertinent information.

## **Increasing Safety**

The work of safety is never finished. As we strive for the best, it’s important to reflect on where we’ve been and where we’re going.

**Looking Back.** In the last 18 months UVU has initiated several new steps to make campus safer.

- *Student Rights Conference.* The Dean of Students Office created a new annual conference for students with a resource fair and presentations covering safety related topics, such as the Title IX dating violence, domestic violence, sexual assault, stalking, free speech, and victim resources.
- *Threat Assessment.* UVU’s interdisciplinary threat assessment team completed a formal training on the risk assessment rubric created by the National Association for Behavioral Intervention and Threat Assessment (NABITA). UVU’s threat assessment team meets weekly to evaluate safety-related reports and information.
- *COVID-19 Response.* Like all other institutions of higher education across the nation, UVU pivoted quickly in 2020 and 2021 to maintain the safety of its students, faculty, and staff. UVU readied distance education modalities and developed numerous protocols to keep the campus community safe. Information about virus case counts, safety protocols, reporting mechanisms, protective measures, trainings, CDC and other government-provided information, and the updated resources and initiatives can be found at [uvu.edu/covidinfo](http://uvu.edu/covidinfo)

- The UVU Police Department engaged in numerous public educational events.
  - participated in a student event called 'Light Up the Night'. The event educated the campus community about resources for survivors of sexual assault; ways to enhance personal safety; and educational sources. This was a university partnership with neighboring cities police and victim advocates, county and state service providers, and non-profit organizations.
  - participated in Hispanic Heritage Month activities by presenting to students and staff on domestic violence issues, resources, and support.
  - hosted a meeting of Utah campus police chiefs. This included all public and private colleges and universities. UVU provided training, resources, and discussion surrounding campus safety and security. Representatives from the FBI Campus Liaison program, Utah Chiefs of Police organization, Utah Sheriff's organization, and the International Association of Chiefs of Police presented ideas and programs that can assist in campus safety.
  - presented to UVU students and employees on active shooter situations, de-escalation, and personal safety.
  - taught self-defense to the Women's Success Center students.
  - conducted a safe-walk campaign on campus to help get the word out to students who might feel unsafe while walking on campus. Students were educated about the police walking escort service available to all. Posters were distributed around campus and tables were set up in high traffic areas where flyers were handed out to students.
  - Deputy Chief Long spoke at a campus forum called Summer University where he talked about methods of keeping yourself safe and being a tough target in today's world. This class was offered to employees and students, and it was well attended.

**Looking Ahead.** In the next two years, UVU expects to go further with safety. The following items represent expectations—not limitations. We’re constantly looking for ways to innovate.

- *Collaboration.* UVU will continue to collaborate with campus public safety peers, such as Utah campus police chiefs and student affairs leaders.
- *Education.* UVU will continue to participate in safety education events and campaigns, such as Hispanic Heritage events, Sexual Assault Awareness Month, and the “Light Up the Night”. UVU will continue to give active shooter, de-escalation, and personal safety presentations.
- *Wider Safety Net.* UVUPD’s Victim Advocate will convene regular meetings with victim’s advocates embedded in neighboring law enforcement agencies. These meetings will provide a staging ground for early, multipoint interventions in cases affecting UVU students on campus.
- *Training for Student Organizations.* UVU will continue requiring its student organizations, as a condition of continued recognition, to provide annual training to their members and to certify delivery of the approved training curriculum.
- *Title IX Policy Revisions.* UVU expects the U.S. Department of Education to promulgate further significant changes to the federal rule implementing Title IX within the next two years. This will lead to corresponding changes to UVU’s policies against sex discrimination and harassment.

## **MISSING STUDENT NOTIFICATION**

UVU’s policy and procedures regarding missing student notification can be found in section 4.4 of Policy 710 *Clery Act Compliance*. When a student has been missing for 24 hours, students, employees, and other individuals should make a report to the UVU Police Department (801-863-5555). Any person to whom a missing student report is made should immediately refer the matter to UVUPD. Students who reside in on-campus student housing facilities have the option of identifying a contact person or persons whom the University will notify within 24 hours of a determination that the student is missing, if the student has been determined missing by UVUPD. This contact information will be registered confidentially and will be accessible only to authorized campus officials. The information may not be disclosed outside the University except to law enforcement personnel in furtherance of a missing person investigation.

# RESPONSE TO AND RESOURCES FOR VICTIMS OF SEXUAL HARASSMENT, VIOLENCE, ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING

## Title IX

Title IX of the Education Act of 1972 prohibits sex discrimination and requires gender equity in educational programs, services, and activities that receive federal funding. Sexual discrimination includes sexual harassment, dating violence, domestic violence, sexual assault, and stalking.

Utah Valley University does not discriminate based on sex in its education programs or activities, as required by Title IX and 34 C.F.R. § 106.1. The requirement not to discriminate in education programs or activities extends to admission and employment. Inquiries about the application of Title IX and its regulations to Utah Valley University may be referred to the Title IX Coordinator, to the U.S. Department of Education Office for Civil Rights, or both.

## Reporting Sexual Harassment

The University requires every employee who becomes aware of sexual harassment—including dating violence, domestic violence, sexual assault, and stalking—in university programs or activities to report such incidents to the Title IX Coordinator. Students are encouraged to report such incidents.

Any person may report sex discrimination, including sexual harassment (whether the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), to the Title IX Coordinator using any of the following methods:

- 1) In person at the Browning Administration Building, Suite 203, 800 W. University Parkway, Orem, UT 84058 (M–F, 8 a.m. to 5 p.m.).
- 2) By mail to Utah Valley University, MS 272, 800 W. University Parkway, Orem, UT 84058 (any time).
- 3) By telephone at 801-863-7999 (any time).
- 4) By e-mail at [TitleIX@uvu.edu](mailto:TitleIX@uvu.edu) (any time).
- 5) Online at [www.uvu.edu/equityandtitleix/](http://www.uvu.edu/equityandtitleix/) (any time); or



6) By any other means that results in the Title IX Coordinator receiving the person's oral or written report, including anonymous reporting through EthicsPoint [www.uvu.edu/audit/concerns/](http://www.uvu.edu/audit/concerns/).

## Confidentiality and Reporting Sexual Violence



To make informed choices when consulting campus resources, complainants should be aware of confidentiality and mandatory reporting requirements. Although the University will consider the wishes of a complainant, complainants should be aware that the following levels of confidentiality:

- University employees must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the University's ability to provide the supportive measures.
- University employees must keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment; any complainant; any individual who has been reported to be the perpetrator of sex discrimination; any respondent; and any witness, except as may be permitted by the federal *Family Educational Rights and Privacy Act (FERPA)*, its regulations, or as required by the *Utah Government Records and Management Act (GRAMA)*, the federal *Health Information Portability and Accountability Act (HIPAA)*, or other law; or on a need-to-know basis to carry out the purposes of federal civil rights laws or university operations.
- The University will protect confidential communications to designated UVU advocates authorized by the Title IX Coordinator, protected under the Utah Confidential Communications for Institutional Advocacy Services Act (Utah Code Ann. § 53B-28-2), and Victim Advocates (Utah Code Ann. § 77-38-4) where disclosure is not required by applicable federal law.
- If reported to UVUPD, some exploratory conversations are confidential. Alleged victims may meet with a detective or officer without immediately triggering a full-scale investigation or the requirement to press criminal charges. Police reports, with identifying information redacted, may be available to the public upon request only if permitted by *GRAMA* and other applicable laws. Complainants' and respondents'

personally identifying information will not be included in any publicly available recordkeeping, including Clery Act reporting and disclosures such as the annual security report and the daily crime log.

## PROCEDURES

### What to Do If You Have Been Assaulted

1. *Seek Safety:* The first priority of a person who has been sexually assaulted is to get to a place of safety.
2. *Seek Medical Care:* Once safe, victims should timely obtain the necessary medical care. A medical-forensic exam is available at most hospitals up to 144 hours or 6 days after the assault if in Utah County.
3. *Report:* Although not required, UVUPD strongly advocates that victims of sexual assault timely report the incident to police. Time is a critical factor for evidence collection and preservation. Reports can be made to UVUPD, the Title IX Office, or CSA.

### What Happens After a Police Report is Filed?

Filing a police report does not obligate the victim to prosecute, nor does it subject the victim to scrutiny or judgment from officers.

#### **Filing a police report will:**

- Ensure that a victim of sexual assault receives a victim advocate, who will assist in obtaining essential medical treatment and tests, without any cost to the victim.
- Provide the opportunity to collect crucial evidence for potential prosecution, which cannot be obtained if delayed (ideally, a victim of sexual assault should refrain from washing, douching, using the toilet, or changing clothing prior to a medical/legal exam); and
- Secure access for the victim to free confidential counseling from UVU counselors specifically trained in sexual assault crisis intervention.

Students may request any campus security authority to assist them in notifying law enforcement authorities about a sexual assault. Campus security authorities are trained to provide such assistance.

**When a sexual assault victim contacts UVUPD, they have several choices on how to proceed. They can:**

- Opt for an investigation through the criminal justice system.
- Opt for an investigation through a university disciplinary process (for students, faculty, and staff).
- Choose either of the above options or decide not to pursue either. A university representative from UVUPD or the Title IX Office can assist the victim in understanding these options and provide support in making their decisions.

Regardless of whether an individual decides to report an incident of sexual harassment, alleged victims should be encouraged to preserve evidence in case they decide later to report the incident to law enforcement. It is critical to preserve evidence as soon as possible after the incident.

If a report involves potentially criminal acts, the alleged victim should be informed in writing that he or she has the option to make a formal criminal complaint by reporting the incident to UVUPD at (801) 863-5555, or to local police by calling 911.

## **Evidence Preservation**

If the incident just occurred, evidence should be preserved as follows:

1. The victim should call 911 and get to a safe place as soon as possible. Seeking assistance by promptly calling 911 may be important to ensuring an individual's physical safety and/or to obtaining immediate medical care or other support. It may also be necessary to preserve evidence, which can assist the University and/or law enforcement in responding effectively.
2. The victim should go to a hospital emergency room where trained medical personnel can collect evidence through a forensic rape exam, check for injuries, and provide emergency contraception and limited STD-preventive medication.
3. Even if the victim chooses not to seek immediate medical care, the victim should try to preserve all the physical evidence (keeping in mind it may be possible to collect evidence of the offense up to six days following the incident).

4. The victim should not shower, bathe, douche, or brush their teeth.
5. The victim should save the clothing they were wearing during the assault in a brown paper bag.
6. If the incident took place in the victim's home, he or she should not rearrange and/or clean up anything.
7. The victim should be encouraged to seek support by talking with someone he or she trusts (friend, family, advisor, community, or university resource).
8. The victim may contact the free and confidential Utah County 24-hour crisis line at 988. Trained advocates are available to provide support and talk with the victim about available options.
9. The victim should decide whether to report the incident to the police and/or university officials (keeping in mind that delay may result in lost evidence).

Additional information about preservation of evidence, reporting options, support through counseling, and other interim and safety measures can be found in the Sexual Assault Brochure.

## **Supportive Measures**

When the Title IX Coordinator receives a report of alleged sexual harassment—including dating violence, domestic violence, sexual assault, and stalking—a representative of the Equity and Title IX Office will promptly and confidentially reach out to the victim. That initial contact will provide instructions for filing a formal complaint (if desired) and options for supportive measures and services offered on campus and in the community. These resources are available to complainants regardless of whether they report to UVUPD or file a formal complaint with UVU.

Supportive measures may include referral to crisis counseling and/or health services or referral to the employee assistance program, support for modification to housing or transportation arrangements, altering work arrangements for employees, a safety plan such as providing campus security escorts, implementing contact limitations between the parties, offering adjustments to academic deadlines, course schedules, etc. Supportive measures are confidential, and the University will notify only those who need to know for implementation purposes.



Students may also be eligible for student loan deferment. To determine whether they are eligible for loan deferment, the Title IX Coordinator and Registrar may provide necessary information for a student who elects to contact the U.S. Department of Education.

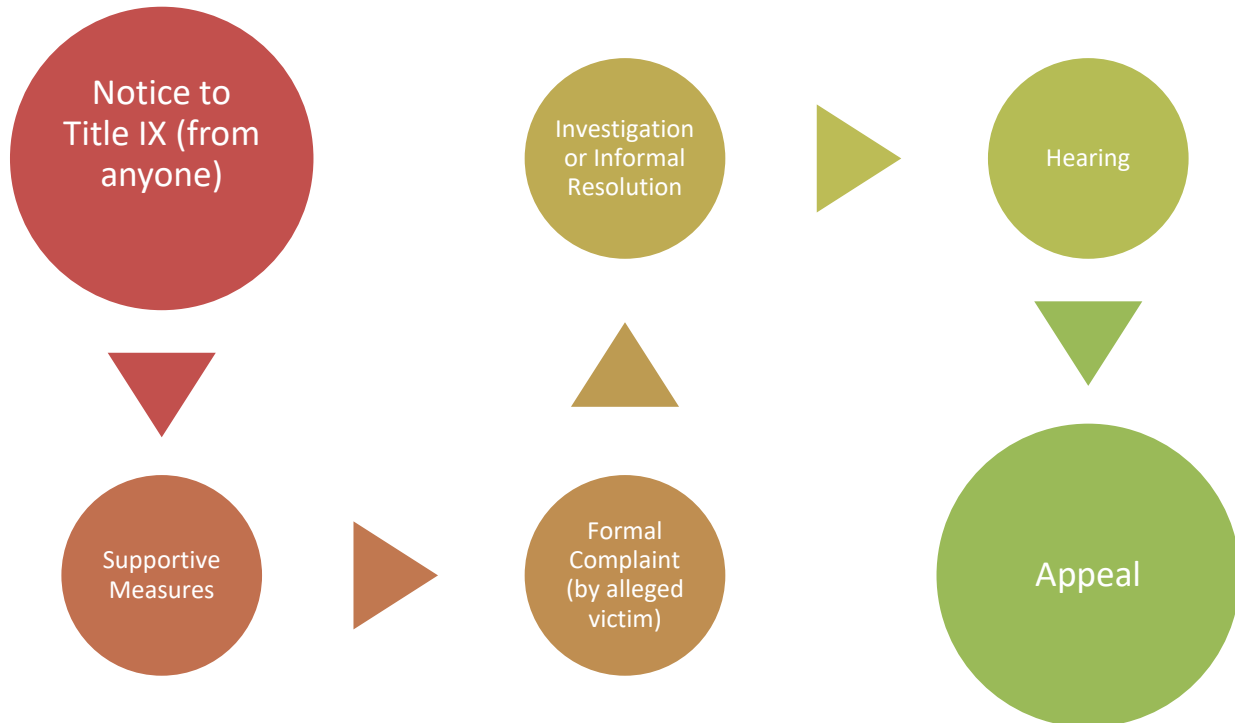
The *Violence Against Women Act (VAWA)* has provisions for immigrants who are victims of crime. The Title IX Coordinator, Registrar, and International Student Services can assist victims with visa questions. There are two types of visas available, a T visa and a U visa. There is no requirement to be in immigration status to apply. More information can be found on the US Citizenship and Immigration Services website <https://www.uscis.gov> and in their brochure *Immigration Options for Victims of Crime*, which can be found at [https://www.dhs.gov/xlibrary/assets/ht\\_uscis\\_immigration\\_options.pdf](https://www.dhs.gov/xlibrary/assets/ht_uscis_immigration_options.pdf).

## **Court Orders**

Where applicable, UVUPD will enforce orders of protection, no contact orders, restraining orders, stalking injunctions, or similar lawful orders issued by a criminal, civil, or tribal court.

## UNIVERSITY GRIEVANCE PROCESS

This section briefly summarizes the grievance process for students and employees in cases of alleged Title IX sexual harassment, including dating violence, domestic violence, sexual assault, and stalking. For complete information please read UVU Policy 162 posted at: <https://www.uvu.edu/policies/manual/>.



### Training

The university grievance process is conducted by officials who receive annual training on issues relating to dating violence, domestic violence, sexual assault and stalking. This training includes, but is not limited to:

1. The definitions of dating violence, domestic violence, sexual assault and stalking.
2. The informal resolution process.
3. The scope of the university's education programs and activities.
4. How to conduct the procedures outlined in UVU Policies 162 *Title IX Sexual Harassment* and Policy 165 *Discrimination, Harassment, and Affirmative Action*, including live hearings, appeals, and informal resolution.
5. How to investigate and serve impartially (including prejudgment of the facts at issue, conflicts of interest, and bias).

6. How to conduct a trauma informed investigation.
7. Issues of relevance for questions and evidence.
8. Applicable evidentiary standards.
9. How to create investigative reports that fairly summarize relevant evidence.

UVU ensures that all training materials do not rely on sex, race, religious, and other stereotypes and will promote impartial investigations and adjudications of formal complaints of sexual harassment.

## **Standards in University Proceedings**

UVU provides prompt, thorough, fair, and impartial investigations and resolutions that seek to protect the safety and due process of parties and the campus community in a manner that is respectful to all. A determination of responsibility for sexual harassment will be made by a hearing panel on a “preponderance of the evidence” standard – that is, a respondent will only be held responsible if the hearing panel determines that it is more likely than not that the alleged sexual harassment occurred.

Complainants and respondents are equally entitled to a support person and/or advisor of their choosing during the grievance process. The level of allowed participation of support persons/advisors varies depending on the stage of the grievance process.

## **Investigation**

If the formal complaint of Title IX sexual harassment is not dismissed or resolved informally, the Equity and Title IX office shall conduct a thorough and impartial investigation by interviewing witnesses, collecting documentary evidence. Upon conclusion of the investigation, a written draft investigation report will be prepared that includes:

1. A summary of the complainant’s allegations and the respondent’s responses;
2. Relevant evidence;
3. Material witnesses supporting or opposing the allegation(s);
4. Preliminary recommended findings; and
5. A description of the procedural steps taken.

Before the draft investigative report is finalized, parties are provided an equal opportunity review the draft report and to inspect and review any

evidence obtained as part of the investigation that is directly related to the allegations in the formal complaint. Parties may then submit written responses to this information.

## **Sanctioning Official**

Once the investigation report is finalized, the Title IX Coordinator will promptly send the investigation report, including recommended findings and determination, to the designated sanctioning official who will recommend appropriate sanctions and remedies within 10 business days. Written notification of recommended sanctions and remedies will be provided to both the respondent and Title IX Coordinator.

## **Hearing Proceedings**

Upon receipt of the final investigation report and sanction recommendation, the Title IX Coordinator or designee will convene a neutral 3-person panel which shall make the final decision regarding responsibility and sanctions. During this hearing, parties may present relevant evidence and cross-examine witnesses. A neutral hearing officer will provide guidance and maintain order throughout the hearing process.

The hearing panel will provide the written determination simultaneously to the Title IX Coordinator, the sanctioning official, and the parties within 20 business days after the live hearing concludes.

## **Appeal**

Within 10 business days of written notification of the decision, any party may submit to the Title IX Coordinator a written notice of intent to appeal (1) a hearing panel determination regarding responsibility; or (2) the dismissal of any portion of a formal complaint by the Title IX Coordinator. The Title IX Coordinator will provide simultaneous instructions to all parties on the appeals process, which will be decided by an impartial appeal officer.

The appeal officer will consider a notice of intent to appeal only if the appeal officer determines one or more of the following conditions are satisfied:

1. A procedural irregularity affected the outcome of the hearing;



2. New evidence that was not reasonably available at the time of the hearing or dismissal could affect the outcome of the hearing or dismissal; or
3. The Title IX Coordinator, investigators, or hearing panel had a conflict of interest or bias for or against the parties generally, or an individual complainant or respondent, that affected the outcome.

In cases where a hearing panel's determination is appealed, the appeal officer's final written determination may uphold, modify, or reverse the hearing panels' written determination(s) of responsibility.

In cases where a Title IX Coordinator's dismissal is appealed, the appeal officer's final written determination may uphold or reverse the Title IX Coordinator's dismissal.

## **Finality**

The appeal officer's final written determination is final; no further internal reviews, appeals, or grievances are available to the parties.

## **Possible Sanctions**

Possible sanctions for being found responsible for conduct adjudicated under this policy include the following:

**Employees**—Possible sanctions against employees for violations of this policy include, but are not limited to, verbal or written warning, verbal counseling, written warning, probation, reassignment, transfer, demotion, reduction in pay, suspension without pay, and termination of employment.

**Students**—Possible sanctions against students for violations of this policy include fines, restitution, interim suspension, suspension, warning, probation, expulsion, withholding diploma, revocation of certificate or degree, discretionary sanction, organizational sanction, and notation on the student's transcript consistent with the Family Educational Rights and Privacy Act.

**Vendors/Contractors/Visitors/Volunteers**—Possible sanctions against employees for violations of this policy include banning the individuals from all or part(s) of the University and/or ending business relationships with the vendors and contractors.

In addition to the above sanctions, the University may issue an order of no trespassing on campus and/or in UVU programs, services, and activities.

## **RIGHT OF NOTICE**

The University will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased because of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this notice.

## **PREVENTION, EDUCATION, AND TRAINING**

The University provides education and prevention programs to all employees annually and students when they first enroll and throughout their enrollment.

The University's education and prevention programs include topics such as:

- (1) Awareness and consent**
- (2) Bystander intervention**
- (3) Ongoing prevention and awareness campaigns**
- (4) Primary prevention**
- (5) Education on risk reduction**

The University's education and prevention programs are designed to comprehensively address dating violence, domestic violence, sexual assault, and stalking. These programs are intentional, integrated, and aligned with UVU's initiatives and strategies. They aim to be culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and grounded in research or evaluated for their effectiveness. Additionally, these programs take into account environmental risk and protective factors across various levels, including the individual, relationships, institutions, communities, and society.

To inform and guide the University's practice and prevention efforts, the University conducts student, faculty, and staff climate surveys. Initiatives and campaigns are dedicated to ending dating violence, domestic violence, sexual assault, and stalking. They prioritize inclusivity, sustainability,

responsiveness to the university community's needs, and evidence-based approaches. UVU also assesses these programs for their value, effectiveness, and outcomes.

The University's education and prevention programs include:

**1) Awareness Programs**—Awareness programs consist of community-wide or audience-specific programming, initiatives, and strategies to prevent sexual misconduct as defined by policy; define consent, dating violence, domestic violence, sexual assault and stalking; share information and resources to prevent violence; promote safety; reduce sexual misconduct; and provide information about the procedures that victims should follow, and that the University will follow, after an incident of dating violence, domestic violence, sexual assault, or stalking occurs. These include:

- Title IX training for student leadership groups
- Annual Campus Climate Survey
- Consent training at new-student orientation
- Regular Title IX Sexual Misconduct Reporting and Prevention face-to-face training
- The Clothesline Project. Annually, during sexual assault and domestic violence awareness month, students work together to raise awareness of ending violence by hosting the Clothesline Project on campus.
- Criminal Justice Program conducts a sexual violence workshop every Spring semester in partnership with the campus community and local law-enforcement agencies.
- UVU has procured a new online training module for students via Vector Solutions and also has a training module for employees based on the 2020 federal Title IX rule.

**2) Bystander Intervention Programs** – Online and in-person bystander intervention training provides safe and positive options that may be carried out by an individual or individuals to prevent harm or to intervene when there is a risk of sexual misconduct, dating violence, domestic violence, sexual assault, or stalking and how to report incidents of such misconduct.

### **Proactive Bystander Intervention**

- Commit to acknowledge sexual violence is unacceptable
- Treat people with respect
- Speak up when you hear people making statements that blame victims
- Talk openly with friends about the issues and how to eliminate them
- Encourage friends to trust their instincts to stay safe
- Be a knowledgeable resource for survivors
- Don't laugh at sexist jokes or comments
- Look out for friends at parties
- Educate yourself and your friends
- Use campus resources
- Attend awareness/prevention events
- Empower victims to seek help
- Speak up if someone is in an abusive, possessive, or controlling relationship
- Tell a possible perpetrator the person is incapacitated and can't give consent

### **Reactive Bystander Intervention**

- Inform UVUPD or local police
- Get help
- Call a friend's cell
- Create a distraction
- Interrupt the conversation
- Ask him or her to come to the restroom with you
- Tell the perpetrator "your car is being towed"
- Say "we need to leave"
- Ask someone if he or she is OK and/or wants to leave
- Make sure he or she gets home safely
- Intervene if someone is "targeting" another person
- Separate someone too intoxicated to consent from a potential perpetrator
- Say or do something

Bystander intervention is also offered as requested by groups, clubs, teams, and others interested in learning how they can help prevent and report discrimination, crime, and sexual misconduct.

**3) Ongoing Prevention and Awareness Campaigns** - Ongoing prevention and awareness campaigns consist of programming, events, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to, and skills for addressing sexual misconduct.

**4) Primary Prevention Programs** - Annual primary prevention programs consist of research-informed programming, initiatives, and strategies that

are assessed for value, effectiveness, and outcomes that are intended to stop sexual misconduct before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Consent training is offered throughout the year to students and employees.

**5) Education on Risk Reduction** - Risk-reduction education consists of teaching options designed to decrease sexual misconduct and bystander inaction, warning signs of abusive behavior and how to avoid potential attacks, how to increase empowerment for victims, how to promote safety, and how to help individuals and communities address conditions that facilitate violence.

## **ABUSIVE SITUATIONS, DRUGS OR ALCOHOL ABUSE, ANY ADDICTIONS**

Addiction Center [www.addictioncenter.com](http://www.addictioncenter.com)

Alcoholics Anonymous of Utah [utahaa.org](http://utahaa.org)

LDS Addiction Recovery Program – Statewide and national program  
[addictionrecovery.churchofjesuschrist.org](http://addictionrecovery.churchofjesuschrist.org)

UVU Office of Student Rights and Accountability, Accountability Program – meetings, workshops, check-in, and support [uvu.edu/studentconduct](http://uvu.edu/studentconduct)

UVU Wellness Programs provides ongoing alcohol and drug awareness programs throughout the year.

Drug and Alcohol Prevention Efforts - UVU Wellness Programs:

- 1. Alcohol and tobacco classroom presentations
- 2. Health and wellness fairs that include a variety of health and wellness related booths with special emphasis on alcohol and tobacco education/prevention

UVU also participates in:

- a. The semi-annual meetings with USAAP (Utah Substance Abuse and Prevention Coalition). USAAP provides a network for wellness coordinators/prevention specialists from universities and colleges across Utah, and prevention coordinators from the Utah Division of Substance Abuse and the Utah Prevention Advisory Council. The consortium’s main objective is to establish a statewide network that increases communication and collaboration to improve substance abuse prevention on Utah campuses. UVU benefits in many ways from being a part of USAAP, including increased collaboration, communication, funding opportunities, and information sharing.
- b. The Community Health Improvement Plan sponsored by the Utah County Health Department. UVU Wellness staff members and other health and wellness professionals meet to determine the annual priority areas of the Community Health Improvement Plan for Utah County, which currently includes behavioral health, addiction prevention and healthy coping mechanisms.
- c. The (Substance Misuse and Abuse Reduction Team (SMART) Utah County. Team members receive emailed notices, newsletters, and meetings notes regarding substance abuse in Utah County.

### 3. Hallway “Zone” activities

- a. Information booths with education on consent and sexual misconduct.

In collaboration with the Behavioral Science Department, UVU’s Addiction Center hosted a conference on addiction and addictive behavior, which coincided with the student alternative spring and fall break trips sponsored by the Outdoor Adventure Center and Center for Social Impact.

## **DATING & RELATIONSHIPS**

UVU provides educational programming about healthy relationships that can be found at this link: [www.uvu.edu/wellness/gethealthy/health-coaching.php](http://www.uvu.edu/wellness/gethealthy/health-coaching.php).

UVU Student Health Services also sponsors health and wellness booths that provide information about safe dating and healthy relationships.

The University actively monitors and evaluates the effectiveness of its awareness, primary prevention, bystander, and risk reduction programs and services through campus climate surveys and other statistical data.

## NOTICE REGARDING SEX OFFENDERS

In accordance with the "Campus Crimes Prevention Act" (amends 42 U.S.C. § 14071), the Utah Sex Offender Registration Act (Utah Code § 77-27-21.5) requires notice to be given to institutions of higher education of persons required by the act to register who are affiliated with the institution. The Utah Department of Corrections Sex Offender Registration Program Office will inform UVUPD of registered sex offenders who are affiliated with Utah Valley University. This information will be available at UVUPD, 800 West University Parkway, Orem, Utah (801) 863-5555.

Individuals wishing to learn additional information about registered sex offenders may go to the Utah Department of Corrections Sex Offender Registry at:

**[http://www.communitynotification.com/cap\\_office\\_disclaimer.php?office=54438](http://www.communitynotification.com/cap_office_disclaimer.php?office=54438)**

## ANNUAL FIRE SAFETY REPORT

UVU contracts with six housing facilities that are located within one mile of the main Orem campus. These facilities provide housing to UVU students.

### ***Student Housing Fire Safety Systems***

Student Housing Fire Safety Systems (1mile)							
Building	Fire Alarm Monitoring	Partial Sprinkler	Full Sprinkler	Smoke Detection	Fire Extinguishers	Evacuation Plans	Number of Fire Drills
Promenade Place	X		X	X	X	X	0
Summerwood	X		X	X	X		0
The Axis	X		X	X	X		0
The Green	X		X	X	X	X	1
Village on the Parkway	X		X	X	X	X	1
Wolverine Crossing	X		X	X	X	X	0

### ***Policy on Portable Electronic Appliances, Smoking, and Open Flames***

Student housing facilities used by UVU students are not owned by UVU. The property managers and/or owners of student housing facilities each establish their respective limitations on portable electronic appliances, smoking, and open flames. According to UVU Policy 710, students shall abide by restrictions and guidance contained in their applicable handbooks and/or

lease agreements concerning electrical appliances, smoking, and open flames.

### ***Procedures for Evacuation from Student Housing Facilities in the Case of a Fire***

Whenever a fire alarm sounds at any on-campus student housing facility, all residents, guests, and staff should immediately evacuate and assemble at appropriate nearby locations. Residents are encouraged to assemble at nearby safe locations.

The following are fire safety evacuation tips for residents, guests, and employees at on-campus student housing facilities and other University buildings:

1. Know the locations of building exits.
2. Know where the fire extinguisher(s) are located on the floor.
3. If there is smoke:
  - a. Keep low to the floor.
  - b. Feel the door and doorknob for heat, and if the door or doorknob is hot, DO NOT open the door—call (911) or the University Police (801-863-5555).
  - c. Provide the building and room number.
  - d. Hang a towel or bright object out of your window if unable to escape.
  - e. Place a wet towel in front of the door to block smoke infiltration.
4. If it is safe to exit:
  - a. Leave quickly, exiting the building by the closest exit.
  - b. Leave the door unlocked.
  - c. Close all doors.
  - d. Take keys and ID with you.
  - e. Assemble with others at a nearby safe location or assemble at the pre-designated evacuation assembly point and check in.
5. Re-entry: Only re-enter the building after the appropriate emergency personnel have indicated that it is safe to do so.

### ***Policies on Fire Safety Education and Training of University Students and Employees***

Student- and employee-residents, and property managers of UVU student housing facilities are invited annually to receive training on the proper use of fire extinguishers, evacuation procedures, and other fire safety topics.

### ***Reporting Fires Occurring in Housing Facilities***

Residents and employees at USA facilities should report fires occurring at USA facilities by calling 911. As soon as safely feasible, report a fire to the UVU Fire Marshal at 801-863-8021.



## ***Plans for Future Improvements in Fire Safety***

The university has determined that future improvements in fire safety are unnecessary at this time.

### **2022 FIRE REPORT**

<b>Building Name</b>	<b>Total Fires</b>	<b>Fire Number</b>	<b>Cause of Fire</b>	<b>Number of Injuries Requiring Medical Treatment at a Medical Facility</b>	<b>Number of Deaths Related to Fire</b>	<b>Value of Property Damage Caused by Fire (In dollars)</b>
Promenade Place	0	0	N/A	N/A	N/A	N/A
Summerwood	0	0	N/A	N/A	N/A	N/A
The Axis	0	0	N/A	N/A	N/A	N/A
The Green	0	0	N/A	N/A	N/A	N/A
University Gateway	0	0	N/A	N/A	N/A	N/A
University Towers	0	0	N/A	N/A	N/A	N/A
Ventana	0	0	N/A	N/A	N/A	N/A
Village on the Parkway	0	0	N/A	N/A	N/A	N/A
Wolverine Crossing	0	0	N/A	N/A	N/A	N/A

### **2021 FIRE REPORT**

<b>Building Name</b>	<b>Total Fires</b>	<b>Fire Number</b>	<b>Cause of Fire</b>	<b>Number of Injuries Requiring Medical Treatment at a Medical Facility</b>	<b>Number of Deaths Related to Fire</b>	<b>Value of Property Damage Caused by Fire (In dollars)</b>
Promenade Place	0	0	N/A	N/A	N/A	N/A
Summerwood	0	0	N/A	N/A	N/A	N/A
The Axis	0	0	N/A	N/A	N/A	N/A
The Green	0	0	N/A	N/A	N/A	N/A
University Gateway	0	0	N/A	N/A	N/A	N/A
University Towers	0	0	N/A	N/A	N/A	N/A
Village on the Parkway	0	0	N/A	N/A	N/A	N/A
Wolverine Crossing	0	0	N/A	N/A	N/A	N/A

### **2020 FIRE REPORT**

<b>Building Name</b>	<b>Total Fires</b>	<b>Fire Number</b>	<b>Cause of Fire</b>	<b>Number of Injuries Requiring Medical Treatment at a Medical Facility</b>	<b>Number of Deaths Related to Fire</b>	<b>Value of Property Damage Caused by Fire (In dollars)</b>
Promenade Place	0	0	N/A	N/A	N/A	N/A
Summerwood	0	0	N/A	N/A	N/A	N/A
The Axis	0	0	N/A	N/A	N/A	N/A
The Green	0	0	N/A	N/A	N/A	N/A
University Gateway	0	0	N/A	N/A	N/A	N/A
University Towers	0	0	N/A	N/A	N/A	N/A
Village on the Parkway	0	0	N/A	N/A	N/A	N/A
Wolverine Crossing	0	0	N/A	N/A	N/A	N/A

## AVAILABLE RESOURCES

### Safety Resources

<p><b><i>Orem (Main) Campus</i></b>            UVU Police Department            800 West University Parkway            Gunther Trades Building, Rm 331            Orem, Utah 84058  <b>Ph: 801-863-5555</b></p>	<p><b><i>Lehi Campus</i></b>            Lehi City Police Department            580 W. State Rd            Lehi, Utah 84043  <b>Ph: 385-201-1005</b></p>
<p><b><i>Provo Campus</i></b>            Provo City Police Department            48 S 300 W            Provo, UT 84601  <b>Ph: 801-852-6210</b></p>	<p><b><i>Wasatch Campus</i></b>            Wasatch County Sheriff            1361 US-40            Heber City, UT 84032  <b>Ph: 435-654-1411</b></p>
<p><b><i>Canyon Park Campus</i></b>            Orem City Policy Department            95 E Center Street            Orem, UT 84057  <b>Ph: 801-229-7070</b></p>	<p><b><i>Capitol Reef Field Station</i></b>            National Park Service            Visitor and Resource Protection            Capitol Reef National Park  <b>Ph: 435-425-4130</b></p>

### Health Services

<b>(Orem, Lehi, Canyon Park, &amp; Provo Campuses)</b>	
UVU Student Health Services <a href="http://www.uvu.edu/studenthealth/">www.uvu.edu/studenthealth/</a>	(801) 863-8876 or ext. 8876
Utah Valley Hospital <a href="https://intermountainhealthcare.org/locations/utah-valley-hospital/">https://intermountainhealthcare.org/locations/utah-valley-hospital/</a>	(801) 357-7850
Timpanogos Hospital <a href="http://www.timpanogosregionalhospital.com/">www.timpanogosregionalhospital.com/</a>	(801) 714-6000
Orem Community Hospital <a href="http://www.intermountainhealthcare.org/locations/ore-m-community-hospital/">www.intermountainhealthcare.org/locations/ore-m-community-hospital/</a>	(801) 224-4080
American Fork Hospital	(801) 855-3300

<a href="http://www.intermountainhealthcare.org/locations/american-fork-hospital/">www.intermountainhealthcare.org/locations/american-fork-hospital/</a>	
Mountain View Hospital-Behavioral Health <a href="http://www.mvhpayson.com/service/behavioral-health">www.mvhpayson.com/service/behavioral-health</a>	(801) 465-7000
Poison Control <a href="http://www.poison.org">www.poison.org</a>	(800) 222-1222
Utah Department of Health <a href="https://health.utah.gov/">https://health.utah.gov/</a>	(801) 538-6003
<b>Capitol Reef Field Station</b>	
Wayne Community Health Center <a href="https://www.waynechc.org/bicknellhome">https://www.waynechc.org/bicknellhome</a>	(435) 425-3744
Sevier Valley Hospital <a href="https://intermountainhealthcare.org/locations/sevier-valley-hospital/">https://intermountainhealthcare.org/locations/sevier-valley-hospital/</a>	(435) 893-4100
<b>Wasatch Campus</b>	
Heber Valley Hospital <a href="https://intermountainhealthcare.org/locations/heber-valley-hospital/">https://intermountainhealthcare.org/locations/heber-valley-hospital/</a>	(435) 654-2500

### **Title IX Services (all campuses)**

Title IX Coordinator	(801) 863-7999
Office of Student Rights & Accountability (SR&A)	(801) 863-8665
Ombuds	(801) 863-7237
Deputy Title IX Coordinators	<a href="https://www.uvu.edu/equityandtitleix/">https://www.uvu.edu/equityandtitleix/</a>

### **Community Services and Hotlines (all campuses)**

Rape Crisis Center <a href="http://www.raperecoverycenter.com">www.raperecoverycenter.com</a>	(801) 467-7273
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The Refuge <b><u><a href="https://therefugeutah.org">https://therefugeutah.org</a></u></b>	(801) 377-5500
Wasatch Mental Health Crisis Line <b><u><a href="http://www.wasatch.org/blog/index.php/crisis-services/">www.wasatch.org/blog/index.php/crisis-services/</a></u></b>	(801) 373-7393
Statewide Victim's Advocates <b><u><a href="https://crimevictim.utah.gov/">https://crimevictim.utah.gov/</a></u></b>	
Utah Office for Victims of Crime <b><u><a href="http://www.crimevictim.utah.gov">www.crimevictim.utah.gov</a></u></b>	(801) 238-2360
Utah Crisis Line- Suicide Prevention (Orem) <b><u><a href="http://www.suicide.org/hotlines/utah-suicide-hotlines.html">www.suicide.org/hotlines/utah-suicide-hotlines.html</a></u></b>	(801) 226-4433 or (800) SUICIDE
Drug and Alcohol Rehab	(801) 861-1768
Utah Transit Authority (UTA) <b><u><a href="http://www.rideuta.com">www.rideuta.com</a></u></b>	(801) 743-3882
Planned Parenthood-Orem <b><u><a href="http://www.plannedparenthood.org/planned-parenthood-utah/">www.plannedparenthood.org/planned-parenthood-utah/</a></u></b>	(801) 226-5246
Utah State Hospital (Psychiatric Care) <b><u><a href="https://ush.utah.gov">https://ush.utah.gov</a></u></b>	(801) 344-4400
Child Abuse/Neglect Hotline <b><u><a href="http://www.dcfs.utah.gov">www.dcfs.utah.gov</a></u></b>	1-855-323-3237
Salt Lake Area Family Justice Center at the YWCA <b><u><a href="https://slcfamilyjusticecenter.org">https://slcfamilyjusticecenter.org</a></u></b>	(801) 537-8600
Centro Hispano <b><u><a href="https://www.centrohispanouc.org">https://www.centrohispanouc.org</a></u></b>	(801) 655-0258
Children's Justice Center (Utah County) <b><u><a href="https://www.utahcounty.gov/Dept/cjc/index.asp">https://www.utahcounty.gov/Dept/cjc/index.asp</a></u></b>	(801) 851-8554
Utah Department of Health & Human Services (Child & Family Services) <b><u><a href="https://dcfs.utah.gov">https://dcfs.utah.gov</a></u></b>	(801) 538-4100

Intermountain Specialized Abuse Treatment (ISAT) Center <b><u><a href="https://www.isatcenter.org">https://www.isatcenter.org</a></u></b>	(801) 886-8900
Adult Protective Services <b><u><a href="https://daas.utah.gov/adult-protective-services/">https://daas.utah.gov/adult-protective-services/</a></u></b>	(800) 371-7897
BYU Comprehensive Clinic <b><u><a href="https://comprehensiveclinic.byu.edu">https://comprehensiveclinic.byu.edu</a></u></b>	(801) 422-7759
LDS Family Services <b><u><a href="https://providentliving.churchofjesuschrist.org">https://providentliving.churchofjesuschrist.org</a></u></b>	(801) 422-7620
Wasatch Behavioral Health <b><u><a href="https://www.wasatch.org">https://www.wasatch.org</a></u></b>	(801) 373-4760 Crisis Line: 988

### Legal Services (all campuses)

Family Justice Center <b><u><a href="https://www.familyjusticecenter.org">https://www.familyjusticecenter.org</a></u></b>	(801) 236-3370
Utah Legal Services <b><u><a href="https://www.utahlegalservices.org/">https://www.utahlegalservices.org/</a></u></b>	(800) 662-4245
Legal Aid Society <b><u><a href="https://www.legalaidsocietyofsaltlake.org">https://www.legalaidsocietyofsaltlake.org</a></u></b>	(801) 328-8849

### Child Care

Child Care Resources and Referrals <b><u><a href="https://www.uvu.edu/cac">https://www.uvu.edu/cac</a></u></b>	(801) 863-8589
Wee Care Center <b><u><a href="https://www.uvu.edu/weecare">https://www.uvu.edu/weecare</a></u></b>	(801) 863-7266
Family Haven Support & Treatment Center <b><u><a href="https://family-haven.org">https://family-haven.org</a></u></b>	(801) 229-1181

### National Resources

Rape, Abuse & Incest National Network <b><u><a href="https://www.rainn.org">https://www.rainn.org</a></u></b>	800-656-4673
Utah AIDS Foundation	800-487-2323

<a href="https://utahaids.org"><b><u>https://utahaids.org</u></b></a>	
National Domestic Violence Hotline <a href="https://www.thehotline.org"><b><u>https://www.thehotline.org</u></b></a>	1-800-799-SAFE (7233), 1-800-787-3224 TTY
National Coalition Against Domestic Violence	<a href="http://www.ncadv.org"><b><u>www.ncadv.org</u></b></a>
National Sexual Violence Resource Center	<a href="http://www.nsvrc.org"><b><u>www.nsvrc.org</u></b></a>
Futures Without Violence	<a href="http://www.futureswithoutviolence.org"><b><u>www.futureswithoutviolence.org</u></b></a>
National Alliance on Mental Illness	<a href="https://nami.org"><b><u>https://nami.org</u></b></a>
It's on Us	<a href="https://www.itsonus.org"><b><u>https://www.itsonus.org</u></b></a>
A Call to Men	<a href="https://www.acalltomen.org"><b><u>https://www.acalltomen.org</u></b></a>
Culture of Respect	<a href="https://www.cultureofrespect.org"><b><u>https://www.cultureofrespect.org</u></b></a>
United Way	<a href="https://www.unitedway.org"><b><u>https://www.unitedway.org</u></b></a>



800 West University Parkway  
Orem, UT 84058  
801.863.5555








**2022-2023**



**ANNUAL SECURITY/FIRE  
REPORT AND SAFETY PLAN (2023)**



**WEBER STATE UNIVERSITY**  
Police Department



We urge members of the University community to use this report as a guide for safe practices on and off campus. WSUPD sends an email to every enrolled student and current employee on an annual basis to notify them that the report is available to be viewed. The email includes a brief summary of the contents of this report and the web address for the WSUPD website where the Annual Security and Fire Safety Report can be found. The report is available at: <https://weber.edu/clery> You may request to have a physical copy mailed to you by calling 801-626-6460. A copy of the report can also be obtained from the WSU Police Department at 3734 Dixon Parkway, Ogden, Utah 84408.

# Inside this Handbook

## TABLE OF CONTENTS

Message from WSUPD Chief.....	4
Weber State Police Department.....	6
Campus Security Authorities.....	7
Reporting Procedures.....	8
Emergency Response and Evacuation Procedures.....	10
Lockdown vs. Shelter in Place.....	12
Campus Security & Access.....	13
Crime Statistics.....	15
Crime Prevention.....	26
Notification of Missing Students.....	28
Response to Sexual Assault, Domestic Violence, Dating Violence & Stalking..	29
Sex Offender Registry.....	33
Alcohol and Drug Policies.....	38
Firearms and Weapons Policies.....	44
Annual Fire Safety Report/Statistics.....	45
Resources.....	52
Campus Safety Plan.....	53
Definitions.....	60

# Message from the WSUPD Chief

Dear WSU Community:

On behalf of the men and women of WSU Police Department, I welcome you. Our Police Department strives to provide a safe and secure environment for our students, faculty, staff and visitors. To that end, Weber State University wants to work together with you to create a fun, healthy and vibrant campus community.

We are also pleased to present the Annual Security and Fire Safety Report <https://weber.edu/clery>. This report is issued on the first of October each year and is intended to comply with the requirements of the Clery Act and associated Federal regulations.

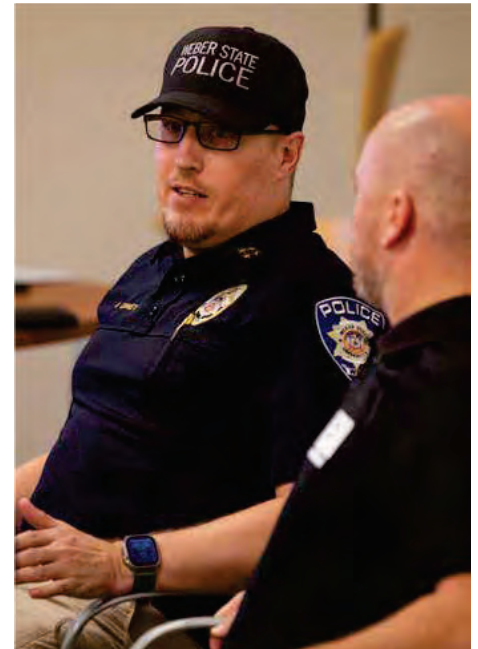
The information contained in the annual report pertains to all WSU properties; more specifically defined herein you will find information on the University's policies and procedures for reporting crime, safety and security prevention and protection programs, victim assistance services, fire safety, and other materials to assist you in maintaining your safety and security.

I encourage you to read this information and consider how it can help you and the WSU community to prevent and protect yourself against crime. For further information or to request additional paper copies of the Annual Security Report please contact the Weber State Police Department at 801-626-6460.

Thank you for taking time to review this information and helping to make WSU a safer community.

Sincerely,

Seth Cawley  
WSU Chief of Police



# Weber State University



Weber State University (WSU) is one of the nation's outstanding universities. The University has a student, faculty, and staff population of nearly 30,000 individuals, plus a significant number of visitors to WSU's many programs and special events.

WSU is committed to working with all members of the community to make our campuses safe and secure environments. The University has developed a series of policies and procedures to assist in these efforts.



# The University's Police Department

## WSU Police Department

The Weber State University Police Department (WSUPD) is responsible for providing police services for the Weber State University campus (WSU). WSUPD is led by a Chief, who reports to the Director of Public Safety.

There are 12 uniformed full-time personnel and 35 part-time personnel, all of whom are State Certified Police Officers commissioned by the Board of Regents. University police officers are fully trained and certified Utah Peace Officers, and have the same arrest, detention and police authority as any other police officer in Utah (see Utah Code Ann. §53-13-101, et.seq.). Additionally, University police officers have the authority to enforce Weber State University regulations (see Utah Code Ann. § 53B-3-105).

WSUPD provides around-the-clock patrols and other services to the University community. Officers are on duty 24 hours a day, seven days a week, and 365 days a year. Director Dane LeBlanc serves as the Clery Compliance Officer for WSU.

### Mission Statement

The mission of the Weber State University Police Department, in partnership with the campus community, is to cultivate a safe and secure atmosphere that supports the educational process, and promotes academic and personal achievement and community prosperity.

## Training

WSUPD employs a training coordinator who is responsible for coordinating intensive and on-going training for all campus police officers. Training subjects include criminal law, civil law, public relations, diversity, interpersonal communications, crisis intervention and de-escalation, critical incident response, and all facets of protection of persons and property. WSUPD includes internal trainings as well as guest lectures from other outside agencies to include local, state, and federal agencies. Training is also conducted daily through policy training bulletins. This training usually includes updates on existing problems, new court decisions impacting the University environment, and other timely topics. The police officers also attend training sponsored by Utah Peace Officer Standards and Training. In addition, all WSUPD personnel are certified in standard first aid and CPR.

## Working Relationships with Other Law Enforcement Agencies

WSUPD maintains a close working relationship with Ogden City, Layton City, Weber County, South Ogden, and Davis County. WSUPD has primary jurisdiction on Weber State University campuses, including University Housing and the Dee Events Center. WSUPD share responsibility with the Ogden City Police for roadways adjoining campus. Off-campus offices and remote campus sites receive police services from both the local jurisdictions, in which the sites are located, and WSUPD. The University endeavors, where possible, to enter into Memorandums of Understanding with state and local police agencies regarding reporting and investigation of alleged criminal offenses. We currently have an MOU with Ogden City Police Department, Weber County Sheriff's Department, South Ogden City Police Department and the Layton City Police Department.

# Campus Security Authorities (CSAs)

## Who are CSAs?

- ❖ Officials with significant responsibility for student and campus activities
- ❖ A campus police or security department
- ❖ Individuals who have responsibility for campus security
- ❖ Individuals or offices designated to receive crime reports
  - Examples include: resident assistants, residence life staff, fraternity & sorority advisors, coaches and athletic directors, Dean of Students and faculty advisors

## Who are not CSAs?

- Faculty who do not have responsibilities outside of the classroom
- Campus physicians or nurses whose only responsibility is to provide care to students
- Pastoral or professional counselors acting in those specific roles.

## Clery Act Crimes

- Homicide
- Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Drug Law Violation
- Liquor Law Violation
- Weapons Law Violation
- Domestic Violence
- Dating Violence
- Stalking

## CSA Responsibilities:

- If someone tells you about a crime or an incident that might be a crime, **YOU MUST REPORT IT TO YOUR INSTITUTION'S CLERY COMPLIANCE OFFICER** Director Dane LeBlanc
- Share the information as related by the person
- When in doubt, report it
- Tell the person who disclosed the crime to you that you must share the information
- Help connect the person to available options and resources within the institution

## What Happens After a Report

- **Option to pursue criminal charges or not**
- **Crime Statistics are filed in an Annual Security Report**
- **Published in the Crime Log**
- **Resources to on and off campus services are provided**

## CSAs need to report crimes immediately

This allows the institution to make a threat assessment

AND

To issue a Safety Alert or Emergency Notification to the campus community

## How to Report a Clery Crime

- 911 (If it is an emergency)
- Come to Weber State Police Department: 3734 Dixon Parkway
- Call in to WSUPD: 801-626-6460
- Fill out our online Clery reporting form:  
<https://weber.edu/police/reporting.html>



## On Campus Resources:

- Counseling & Psychological Services Center: 801-626-6406, Student Services 280
- Safe@Weber Advocacy Services: 801-626-6090, Shepherd Union 323
- Office of Equal Opportunity (Title IX Coordinator): 801-626-6240, Miller Administration 102
- Dean of Students: 801-626-7256, Miller Administration 317
- Human Resources: 801-626-6032, Miller Administration 111
- Weber State University Police Department: 801-626-6460, 3734 Dixon Parkway

# Reporting Procedures

## General Procedures for Reporting a Crime or Emergency

It is imperative that all crime and suspicious activity be reported to WSUPD accurately and promptly, when the victim of a crime elects to. By working together, the university community and the police can reduce crime on campus. Members of the university community may report criminal activities or other emergencies in several different ways. An incident reported to WSUPD that falls into one of the required

reporting classifications under the Clery Act will be disclosed statistically in this annual handbook published by WSUPD, without revealing the individual's identity. Students and others who become aware of criminal actions or other emergencies on campus should report these activities for assistance, to prevent crime, to help the institution to make Safety Alerts, to improve safety, and for purposes of disclosure of statistics annually in the ASR.

To report a crime or emergency, individuals should call WSUPD at 801-626-6460 or 911. Individuals may also report crimes in person at 3734 Dixon Parkway Dept. 3003, Ogden, Utah 84408 or through the Code Purple App. WSUPD may make disciplinary referrals to other organizations of the institution when appropriate.

Criminal actions may also be reported to the individuals listed below. Reports made to these persons or offices, and not made to WSUPD, may be included in the statistical report in the ASR but may not necessarily be investigated by WSUPD (contact info on pg. 52):

- Dean of Students Office
- Human Resources
- Housing & Residence Life
- Office of Equal Opportunity (Title IX coordinator)
- Any Campus Security Authority (CSA)

The University strongly encourages all members of the University community to report crime to law enforcement. When the victim of a crime elects to make such a report, they have the right to decline involvement with the police or other campus officials. The University will assist any victim with notifying the police if they so desire.

## Reporting to Other Campus Security Authorities (CSA)

The Clery Act recognizes certain University officials and offices as CSAs. CSAs are individuals who have been designated by the University as such, in accordance with the Clery Act. This includes campus police, other individuals responsible for campus security, individuals officially designated as those to whom students and employees should report criminal offenses, and those officials who have significant responsibility for student and campus activities, including student housing, student discipline and campus judicial proceedings.

This does not include pastoral or professional counselors while acting in those capacities. Any Campus Security Authority who becomes aware of an alleged or actual crime that is required to be reported under the Clery Act and which occurs on Clery geography must report all known information relating to the crime to WSUPD, in accordance with their obligations under the Clery Act. Safety Alerts will be provided based on reports by CSAs as described herein.

## STAR Team

The Strategic Threat Assessment Team is charged with assessing and making recommendations for actual or potential threats of violence of any kind at Weber State University, as more fully described in PPM 3-67, Violence Prevention. The STAR team is made up of WSUPD, the Office of Equal Opportunity, Human Resources, Dean of Students, Counseling and Psychological Services, Safe@Weber Advocacy Services, Housing & Residence Life and are advised by University Legal Counsel. Other members of the campus community are frequently included and coordinated with, as needed, to address safety threats, including Athletics and individual campus offices.

To notify STAR Team of a potential threat contact WSUPD, the Dean of Students office or Human Resources.



## Reporting Crimes on a Voluntary, Confidential Basis

To the extent possible, the University desires to support individuals who have been the victim of, or who have witnessed a crime, and who are concerned about identifying information being shared with others. In particular, the University encourages those who have been the victim of sexual violence to talk to somebody about what happened in order to get needed support. Below are reporting requirements:

- Under PPM 3-32, all employees are required to report information to the Executive Director of OEO regarding discriminatory harassment, which includes reports of sexual assault, dating violence, domestic violence, stalking, etc.
- All employees who are Campus Security Authorities, as defined herein, must report criminal activity in accordance with this policy and the Clery Act.
- WSUPD, the Executive Director of OEO, and other University authorities must comply with applicable law in determining whether certain crimes must be investigated or disclosed further to others. The University may be required to disclose information beyond the University under federal law, state law, or court order. For example, instances of child abuse are required to be reported in accordance with Utah Code Ann. § 62A-4a-403.
- Throughout all steps in reporting and response to complaints, disclosure of information is always limited to those who need to know in order to keep the campus and individuals safe and to comply with applicable law. FERPA prevents campus entities from disclosing most student records.
- Individuals who witness or are the victim of crime, but who are concerned about identifying information being shared with others should make those concerns known prior to reporting to a University employee. Employees responsible for reporting such information should alert individuals of their reporting responsibilities as soon as possible. If the employee is required to make a report to other University officials, such employees should communicate the desires of the witness or victim regarding confidentiality.

- When confidentiality is requested, the occurrence of the crime (but not identifying information) will be included in the University's Annual Report. Any information may assist the police in determining if there is a pattern of crime with regard to a particular location, method, or suspect, and may enable the police, in appropriate circumstances, to alert the campus community to potential dangers. Filing an anonymous report may limit the ability of the police department to provide specific assistance or to investigate or solve a crime.

The professional counselors in the Counseling and Psychological Services Center are not required to report crimes disclosed to them for inclusion in the annual disclosure of crime statistics when they are acting in their counseling roles. However, they are encouraged; if and when they deem it appropriate, to inform the persons they are counseling of how to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

## Off-Campus Crime

If an outside police agency is contacted about criminal activity occurring off-campus, involving WSU students, they may notify WSUPD. However, there is no official law or ordinance requiring such notification. Students in these cases may be subject to arrest and/ or referral to the Office of the Dean of Students and/ or the Director of OEO (Title IX Coordinator). If a student, faculty, or staff member is subjected to a crime off campus, they should contact the jurisdiction in which the incident occurred, by calling 911, or if it is a non-emergency, the local police department. WSUPD will assist any person who wants to report a crime to their local jurisdiction. If WSUPD is notified of a crime that occurred within another agencies jurisdiction, they are required by state law (Utah Legislation 2021, S.B. 163) to notify that jurisdiction of the incident. WSUPD works closely with neighboring police agencies to assist in coordinating the safety of individuals off-campus, as circumstances permit.

# Emergency Response and Evacuation Procedures

## Emergency Response

The Weber State University Emergency Operations Plan (EOP) addresses the university's response to emergencies by taking an all-hazards approach to both natural and human caused hazards. It provides administrative guidance in handling campus emergency or disaster situations, such as response and recovery activities. It also provides pertinent information for coordination with city, county, state, and federal government entities during situations that necessitate implementation of the EOP. WSUPD officers and supervisors are trained in the Incident Command System (ICS), which is utilized when responding to potential emergencies. Individuals should familiarize themselves with the Emergency Operations Plan Outline located at:

[www.weber.edu/wsuiimages/police/EPOOutline.pdf](http://www.weber.edu/wsuiimages/police/EPOOutline.pdf)

## Emergency Evacuation Procedures

At WSU, emergency evacuation procedures are practiced annually. Evacuation exercises are used as a way to educate and train occupants on fire and safety issues specific to their building. During the evacuation exercise, occupants familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the exercises, the process also provides the University an opportunity to test the operation of fire alarm system components.

## Emergency Notification

In the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of students or employees, those with immediate information regarding the event (first responders) will contact the Chief of Police or designee, who will confirm the existence of the emergency situation. In consultation with first responders as needed, the Chief of Police or designee will determine the appropriate segment or segments of the campus community to receive a notification and will determine the content of the notification.

First responders, the first responders' on-duty supervisor, the Chief of Police, and/or University Communications are responsible for carrying out the actions described in this section. The alerts are generally written by the Chief of Police or a designee.

The University will utilize multiple avenues for alerting the campus community. These may include contacting media, putting alerts on the University homepage (<https://www.weber.edu/>) or other websites, electronic bulletin boards on campus, and/or sending alerts through Code Purple; via phone, email, and text messaging. The University will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate campus alert systems, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The University may disseminate emergency information to the larger community in a variety of ways. Some non-University organizations located in close proximity to the University may receive notifications sent via campus alert systems. Additionally, information received by University police dispatch may be shared with Weber County Consolidated emergency services dispatch. The University may also place information about emergencies on the University homepage at <http://www.weber.edu>. University Communications may disseminate information to various news media outlets.

Follow-up messages/notifications will be disseminated in the same manner the original message/notification was administered. Follow-ups will take place during the emergency and when the emergency is terminated.

## Safety Alert

Students, faculty, staff, community members, and guests are encouraged to report all crimes and public safety related incidents to WSUPD in a timely manner to aid in providing accurate and timely warning notices to the community when appropriate, and to ensure inclusion in the annual crime statistics. In the event of a serious incident which may pose an on-going threat to members of the Weber State community, a Safety Alert is sent to all students and employees on campus. The alerts are generally written, approved, and distributed to the university community by the Chief of Police or a designee. They are designed to aid in the prevention of similar crimes. Names and other identifying information of victims will be withheld, consistent with the law.

Alerts and updates to the university community, about any particular case, may be distributed via blast email, text message, and phone calls. Adequate follow up information will be provided as needed. Alert posters may also be posted by WSUPD in campus buildings when deemed necessary. When Safety Alerts are posted in campus buildings, they are printed on orange paper and posted in the lobby/entrance area of the affected building(s) for several days.

Safety Alerts are usually distributed for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: arson, criminal homicide, and robbery. Incidents of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and whether there is a continuing threat to the campus community. They may also be issued for other crime classifications, described in the appendix or as deemed necessary.

## Drills, Exercises, and Training

On at least an annual basis, the University will test the emergency response and evacuation procedures. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. The University will publicize its emergency response and evacuation procedures in conjunction with this test, and will document, for each test, a description of the exercise, the date and time of the exercise, and whether the exercise was announced or unannounced.

WSUPD officers and supervisors have received training in Incident Command and Response to Critical Incidents on Campus.

When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually WSUPD, local police and local fire departments, and they respond and work together to manage the incident. Depending on the nature of the incident, other WSU departments and other local or federal agencies could also be involved in responding to the incident.

An evacuation exercise is coordinated by WSUPD each fiscal year for all WSU facilities. Students, faculty, and staff learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. WSUPD does not tell occupants in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat.

In both cases, WSUPD and building safety team members on the scene will communicate information to the I occupants regarding the developing situation or any evacuation status changes. Evacuation exercises are monitored by WSUPD, WSU Fire Marshal, and the individual Building Safety Coordinator to evaluate egress and behavioral patterns. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration. WSUPD will publish a summary of its emergency response and exercise procedures in conjunction with at least one drill or exercise each calendar year.

## Code Purple Alert System

WSU maintains a campus alert system (Code Purple) capable of providing students and employee's information about significant emergencies on campus such as snow closures, power outages, gas leaks, and threats such as bombs or gunmen. Students and employees can sign up to receive alerts via phone, email, or text messaging. They can also download the Code Purple App to receive push notifications and more. For more information or to sign up for campus alerts, visit [www.weber.edu/codepurple](http://www.weber.edu/codepurple) or download the app in your app store.

If the emergency requires campus to be closed and/or evacuated the Chief of Police or designee will make the decision to do so, when possible, with the recommendation of the President or Vice Presidents, if time permits.

The Chief of Police, or his designee, will make the final determination as to the timing, the content of the message, and its intended audience. Depending on the nature of the emergency and the response needed by police personnel, the following persons or organizations will carry out the process of initiating a Code Purple message:

- WSU Emergency Manager
- WSU Officer in Charge
- WSU Communications
- WSU Emergency Dispatcher

WSUPD and designated persons will test these procedures annually and document the information, including a description of the exercise, i.e. date, time and if announced or not announced. This documentation will be kept in the Annual Security Report paper file at the Weber State University Police Department.

### Lockdown

A lockdown may be instructed during situations such as the presence of a hostile or armed intruder inside a building. A lockdown requires locking doors, windows, and barricading oneself to block entry to a campus facility, a classroom, or to an office suite.

If you receive a Code Purple message for a Lockdown do the following:

- Lock or barricade class and office doors.
- Close windows and window treatments.
- Turn off the lights.
- Instruct everyone to remain silent and not to go into the hallways.
- Crouch down in areas out of sight from doors and windows to conceal yourself as much as possible.
- If you are in a hallway during the emergency seek shelter immediately in the nearest classroom or office suite.
- If you are in outdoor areas, you should immediately take cover.
- Wait for further instruction.

### Shelter in Place

You may be advised to Shelter in Place rather than evacuate your building during emergency situations such as large hazardous material releases or severe weather emergencies. The recommendation to Shelter in Place will be conveyed through a Code Purple message.

### ***If you receive a Code Purple message for a Shelter in Place do the following:***

- Stay inside the building or go indoors as quickly as possible if you are working outside.
- Close windows to provide tighter seal against chemical vapors, smoke and/or fumes.
- Locate supplies you may need such as food, water, radio, or flashlights if you have them.
- In the event of a hazardous material release, turn off fans, air conditioning or ventilation systems, if you have control of these systems.
- Wait for further instruction.

**Note:** These are general guidelines that will help you to remember what to do in the event of a Lockdown or Shelter in Place event on campus, but each situation may present unique challenges. The most important aspect in both a Lockdown and a Shelter in Place event is to put effective barriers between you and the threat.



# Campus Security & Access

## **Weber State Ogden Campus:**

The Weber State Ogden Campus is located in Ogden, Utah on the foothills of the Wasatch Mountains, on the western flank of the Rockies. The campus is home to the majority of WSU's colleges/departments and administrative offices. The campus is open to the public and the campus entrances are accessible 24 hours a day. Most facilities have individual hours, and the hours may vary at different times of the year. After normal business hours all of these buildings have varied level of access, some with electronic access. The Library hours fluctuate throughout the year, so it is best to check the library schedule to determine the operating hours. WSUPD officers patrol the academic and administrative buildings on a regular basis.

## **Weber State Davis Campus:**

The Weber State Davis Campus is located in Layton Utah, 20 miles north of Salt Lake City and 15 miles south of Ogden. The Davis Campus includes a variety of services ranging from those aimed at helping students attain a holistic education and healthy lifestyle. The campus is open to the public as well and the campus entrances are accessible 24 hours a day. The facilities have individual hours, and the hours may vary at different times of the year. After normal business hours all the buildings have varied levels of access, some with electronic access. WSUPD officers patrol the academic and administrative buildings on a regular basis.

## **Weber State Morgan Center Campus:**

The Weber State Morgan Center Campus is located in Morgan, Utah. This campus is 45 miles north of Salt Lake City and 24 miles southeast of Ogden. The Morgan Center includes a variety of services ranging from those that directly supplement classroom learning to those that are aimed at helping students attain a holistic education. The facility has individual hours, and the hours may vary at different times of the year. The outside and inside doors can only be accessed with a physical key.

## **Weber State Farmington Station Campus:**

The Weber State University Farmington Station campus is located in Davis County, Utah in Farmington Station Park. This campus is 18.5 miles north of Salt Lake City and 22 miles south of Ogden. The Farmington Station campus includes a variety of services ranging from those that directly supplement classroom learning to those which are aimed at helping students attain a holistic education. The campus is open to the public as well and the campus entrances are accessible 24 hours a day. The facility has individual hours and the hours may vary at different times of the year. After normal business hours the campus can be accessed by reservation and is electronically accessible.

## **Weber State West Center Campus:**

The Weber State University West Center campus is located in Roy, Utah in the Crossroads Plaza. This campus is 35 miles north of Salt Lake City and 8 miles southwest of Ogden. The West campus includes a variety of services ranging from those that directly supplement classroom learning to those which are aimed at helping students attain a holistic education. The campus is open to the public as well and the campus entrances are accessible 24 hours a day. The facilities have individual hours, and the hours may vary at different times of the year. After normal business hours the building has a varied level of access. The outside doors can only be accessed with a physical key while there are some areas within the building that use electronic access.

## Residence Halls:

Resident Halls are located on the Ogden Campus and access to individual residences are restricted twenty-four hours per day. Access to residence halls is restricted to residents, their approved guests, and other approved members of the University community. Residents gain entry by utilizing their cards in the card access readers. Residents are cautioned against permitting strangers to enter the buildings and are urged to require individuals seeking entry to use their access cards. WSUPD patrol inside and outside the residence halls on a regular basis. Housing staff also enforces security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities. Housing staff, WSUPD staff and Safe@Weber staff also conduct periodic educational sessions on the prevention of various crimes, including sexual assault, dating violence, domestic violence and stalking.



## Maintenance of Campus Facilities

Weber State works to ensure that facilities and landscaping are maintained in a manner that minimizes hazardous conditions. WSUPD regularly patrols all campuses and reports malfunctioning lights and other unsafe physical conditions to Facilities Management for correction. Other members of the University community are helpful when they report equipment problems to WSUPD or to Facilities Management.

# Crime Statistics

## Daily Crime Log

A daily crime log will be kept in accordance with the requirements of the Clery Act. A daily crime log is available for review at the WSUPD Department located at 3734 Dixon Parkway, from 7 a.m.– 5 p.m. Monday through Friday, excluding holidays or by special request outside these hours. The information in the crime log typically includes the case number, classification, nature, date reported, date occurred, time occurred, general location, and disposition of each crime. Information may be withheld if it would jeopardize ongoing investigation or the safety of the individual, cause a suspect to flee or evade detection, or result in the destruction of evidence.

## Preparing the Annual Security Report

In order to comply with the Clery Act, the Clery Compliance Officer shall prepare and distribute an Annual Campus Security and Annual Fire Safety Report that includes a disclosure of crime statistics, disciplinary referrals, and other information required by the Clery Act. This report is prepared in cooperation with the WSUPD, Campus Security Authorities and local law enforcement agencies.

The Clery Compliance Officer will carefully analyze all crimes reported. All crimes subject to the Clery Act will be accurately reported and published on an annual basis in the ASR. WSUPD will also report such crimes on an annual basis to the Department of Education's Campus Safety and Security Data Analysis Cutting Tool. The ASR will include statistics for the three most recent calendar years that occurred on the institution's Clery geography. Such statistics will be reported by location.

## Collection of Statistics from Local Law Enforcement Agencies

Prior to the preparation of the ASR, the Clery Compliance Officer will undertake a good faith effort to collect crime statistics from any law enforcement agency having jurisdiction over non-campus property that is subject to reporting under the Clery Act. A written request for statistical information is sent on an annual basis.

This includes any criminal activity by students at non-campus locations of student organizations officially recognized by the University, including student organizations with non-campus housing. Though WSUPD coordinates with local entities where possible, no provisions beyond normal local law enforcement efforts are made to monitor any other off-campus locations of student organizations.

## Collection of Statistics from Campus Security Authorities

A written request for statistical information is also sent by the WSUPD, on an annual basis, to all non-police officials who include campus security authorities. A designated campus security authority includes, but is not limited to university deans, directors, and department heads, residence life staff, and student advisors. (See definition of CSA for further detail, pg. 7)

Statistical information is requested and generally provided to WSUPD by the employees at the Counseling & Psychological Services Center, even though they are not required by law to provide statistics for the compliance document. In addition, WSUPD sends a request each year to the Counseling and Psychological Services Center that encourages counselors to inform the persons they are counseling of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

## Distribution of Annual Security Report

The Clery Compliance Officer shall distribute the ASR and Annual Fire Safety report annually in accordance with the requirements of the Clery Act. Appropriate notice will be provided to current students and employees, incoming students and employees, and prospective students and employees.

# Weber State Ogden Campus Crime Statistics (2020-2022)

CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Student Housing Facilities	Non-Campus Property	Public Property	Unfounded Crimes
MURDER/NON-NEGLIGENT MANSLAUGHTER	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
RAPE	2020	2	2	0	0	0
	2021	2	2	1	0	0
	2022	2	2	0	0	0
FONDLING	2020	0	0	0	0	0
	2021	4	2	0	1	0
	2022	2	2	0	0	0
INCEST	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
STATUTORY RAPE	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
ROBBERY	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	1
AGGRAVATED ASSAULT	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	2	1	0	0	0
BURGLARY	2020	4	0	0	0	0
	2021	2	1	0	0	0
	2022	0	0	0	0	0
MOTOR VEHICLE THEFT	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
ARSON	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
DOMESTIC VIOLENCE	2020	2	2	0	0	0
	2021	2	1	0	0	0
	2022	2	1	0	0	0



# Weber State Ogden Campus Crime Statistics (2020-2022)

## CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Student Housing Facilities	Non-Campus Property	Public Property	Unfounded Crimes
DATING VIOLENCE	2020	1	1	0	0	0
	2021	1	0	0	0	0
	2022	1	1	0	0	0
STALKING	2020	4	1	0	0	0
	2021	5	1	0	0	0
	2022	11	3	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0	0
	2021	0	0	0	0	0
	2022	0	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2020	5	2	0	4	0
	2021	3	0	0	0	0
	2022	3	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2020	34	30	0	0	0
	2021	8	3	0	0	0
	2022	13	10	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2020	0	0	0	0	0
	2021	1	0	0	0	0
	2022	0	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2020	10	10	0	0	0
	2021	30	30	0	0	0
	2022	35	35	0	0	0

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

### HATE CRIME REPORTING

- There were no hate crimes reported for 2020, 2021 or 2022

# Weber State Davis Campus Crime Statistics (2020-2022)

## CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Non-Campus Property	Public Property	Unfounded Crimes
MURDER/NON-NEGLIGENT MANSLAUGHTER	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
RAPE	2020	0	0	0	0
	2021	0	1	0	0
	2022	0	0	0	0
FONDLING	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
INCEST	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
STATUTORY RAPE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ROBBERY	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	1
AGGRAVATED ASSAULT	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
BURGLARY	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
MOTOR VEHICLE THEFT	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARSON	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DOMESTIC VIOLENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0

# Weber State Davis Campus Crime Statistics (2020-2022)

CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Non-Campus Property	Public Property	Unfounded Crimes
DATING VIOLENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
STALKING	2020	0	0	0	0
	2021	2	0	0	0
	2022	0	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2020	0	0	0	0
	2021	2	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2020	0	0	0	0
	2021	7	0	0	0
	2022	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0

## HATE CRIME REPORTING

- There were no hate crimes reported for 2020, 2021 or 2022

# Weber State Farmington Campus Crime Statistics (2020-2022)

CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Non-Campus Property	Public Property	Unfounded Crimes
MURDER/NON-NEGLIGENT MANSLAUGHTER	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
RAPE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
FONDLING	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
INCEST	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
STATUTORY RAPE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ROBBERY	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
AGGRAVATED ASSAULT	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
BURGLARY	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
MOTOR VEHICLE THEFT	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARSON	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DOMESTIC VIOLENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0

# Weber State Farmington Campus Crime Statistics (2020-2022)

## CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Non-Campus Property	Public Property	Unfounded Crimes
DATING VIOLENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
STALKING	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0

### HATE CRIME REPORTING

- There were no hate crimes reported for 2020, 2021 or 2022

# Weber State West Campus Crime Statistics (2020-2022)

CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Non-Campus Property	Public Property	Unfounded Crimes
MURDER/NON-NEGLIGENT MANSLAUGHTER	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
RAPE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
FONDLING	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
INCEST	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
STATUTORY RAPE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ROBBERY	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
AGGRAVATED ASSAULT	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
BURGLARY	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
MOTOR VEHICLE THEFT	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARSON	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DOMESTIC VIOLENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0

# Weber State West Campus Crime Statistics (2020-2022)

CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Non-Campus Property	Public Property	Unfounded Crimes
DATING VIOLENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
STALKING	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0

## HATE CRIME REPORTING

- There were no hate crimes reported for 2020, 2021 or 2022

# Weber State Morgan Campus Crime Statistics (2020-2022)

CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Non-Campus Property	Public Property	Unfounded Crimes
MURDER/NON-NEGLIGENT MANSLAUGHTER	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
RAPE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
FONDLING	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
INCEST	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
STATUTORY RAPE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ROBBERY	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
AGGRAVATED ASSAULT	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
BURGLARY	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
MOTOR VEHICLE THEFT	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARSON	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DOMESTIC VIOLENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0



# Weber State Morgan Campus Crime Statistics (2020-2022)

CLERY CRIME STATISTICS TABLE 2020-2022

Offense	Year	On Campus Property	Non-Campus Property	Public Property	Unfounded Crimes
DATING VIOLENCE	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
STALKING	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2020	0	0	0	0
	2021	0	0	0	0
	2022	0	0	0	0

## HATE CRIME REPORTING

- There were no hate crimes reported for 2020, 2021 or 2022

# Crime Prevention

There are several departments that participate in discrimination, harassment and crime prevention programs at WSU. These programs, called Safe@Weber, address public safety tips and procedures at the University. The departments that participate consist of the following: The WSU Police Department (WSUPD), the Office of Emergency Management, the Dean of Students Office, Housing & Residence Life, and the Office of Equal Opportunity (Title IX coordinator), and the WSU Women's Center. Members of the WSUPD conduct crime prevention and general security and safety awareness presentations when requested by various community groups, including students and employees of the University.

WSU offers sexual assault awareness, domestic violence awareness, dating violence awareness and stalking awareness training to all members of the WSU community. These programs assist individuals in gaining confidence in their own abilities, as well as making them more aware of their surroundings. During these presentations, the following information is typically provided: crime prevention tips; statistics on crime at WSU; fire safety information; information regarding campus security procedures and practices including encouraging participants to be responsible for their own security/safety and for the security/safety of others on campus.

In addition, WSUPD organizes and sets up crime prevention and education display tables which are staffed by an officer(s) at various locations throughout the year. This activity provides an opportunity for WSUPD staff to hand out safety-related information, as well as to answer individual questions. New employee orientation includes the distribution of crime prevention and fire safety materials to all new employees.

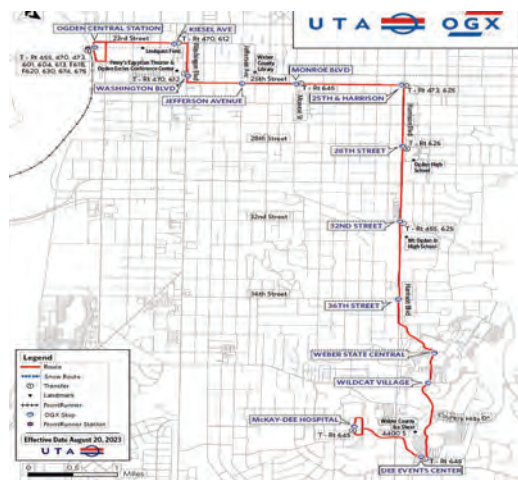
At all Weber State campuses, WSUPD provides a safety-escort service which is available During and after regular business hours or upon request, seven days a week to students, staff, faculty, and visitors by calling (801) 626-6460 or using the Code Purple App.

In addition to the safety-escort service on its Ogden campus, WSU provides an on-campus bus service in partnership with UTA, OGX, which goes from the Ogden Central Station with 3 stops on WSU Campus, Union Building, Wildcat Village and Dee Event Center. The OGX route ends at McKay Dee Hospital. The OGX Route operated Monday through Friday, 4:30am-midnight; Saturday, 8:30am-10:30pm and Sunday, 9:00am-7:30pm. The OGX hours may vary on holidays.

WSUPD promotes the Operation Identification program, engraving serial numbers or owner's recognized numbers (e.g. driver's license number) on items of value, and makes engravers available upon request free of charge by WSUPD. The University utilizes a campus-wide state-of-the-art computerized monitoring system to monitor a comprehensive network of intrusion, panic, and fire alarm systems.

## Victim Assistance Services

If a WSU community member becomes the victim of a crime, the WSUPD will provide information about and assistance in contacting the County Victim/Witness Reparations Office, who provides assistance to victims/survivors of a crime, by assisting them in obtaining the services they need to work through and better understand their options. In addition, WSUPD officers offer information and guidance to victims about other resources available to them when they file a WSUPD report, including victim services provided through Safe@Weber.



## Classes Offered

### Self-Defense Classes

WSUPD offers a Rape Aggression Defense Class, also known as R.A.D. It is a self-defense program taught by certified instructors, who are dedicated to the growth and well-being of the campus community. The R.A.D. approach to personal safety begins with awareness, prevention, risk reduction and risk avoidance, and progresses to hands-on physical defense techniques.

Participants in the program will learn a wide range of tactics, including verbal techniques, ground defense options, escaping from bear hugs, choke holds, and many more. The course is offered several times during the academic year and is free to all members of the WSU community. To find out more information on this class and when it is offered please visit: [www.weber.edu/police](http://www.weber.edu/police)

### CRASE and Active Shooter Defense Classes

WSUPD provides training to employees and students on what to do in the event of an active shooter. The Shots Fired training and CRASE provides individual employees and students with critical guidance on how to recognize and survive these types of situations. For more information on these classes please visit [www.weber.edu/police](http://www.weber.edu/police)

### Safe@Weber training for Students & Employees

Weber State University offers free, online violence prevention training. All students, faculty, and staff are expected to complete this program. The course includes information on university policy, Title IX, the Clery Act, healthy relationships, gender roles, sexual misconduct, stalking, consent, reporting, bystander intervention, and how to help a friend.

- Students can find this program by logging into the Weber ePortal and searching for "Safe@Weber for Students"
- Employees can find this program by logging into the Weber ePortal and searching for "Safe@Weber for Faculty and Staff"

### TIPS FOR YOUR SAFETY

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

- Report all suspicious activity to the WSUPD immediately.
- Program the WSUPD phone number into your cell phone 801-626-6460 or 801-626-SAFE
- Never take personal safety for granted.
- Try to avoid walking alone at night, travel with friends or use WSUPD safety-escort service.
- Carry only small amounts of cash.
- Never leave valuables (wallets, purses, books, phones, tablets laptops, etc.) unattended.
- Carry your keys at all times and do not lend them to anyone.
- Register your bicycle with WSUPD and lock it up.
- Lock up motorcycles. Lock car doors and close windows when leaving your car.
- Always lock door to your residence hall room, whether or not you are there. Be certain that your door is locked when you go to sleep, and keep windows closed and locked when you are not at home.
- Do not leave valuables in your car, especially if they can be easily noticed.
- Engrave serial numbers or owner's recognized numbers, such as a driver's license number on items of value.
- Inventory your personal property and insure it appropriately with personal insurance coverage.

# Notification of Missing Students

## Reporting a missing student:

If a member of the University community has reason to believe that a student who resides in on campus housing is missing, They should immediately notify the Weber State Police Department (WSUPD) at 801-626-6460. Any missing student report received by the University must be immediately reported to WSUPD. The WSUPD will generate a missing person report and initiate an investigation. After investigating the missing person report, should WSUPD determine that the student is missing and has been for more than 24 hours, WSUPD may notify surrounding agencies to assist in locating the student and the student's emergency contact as soon as practicable and no later than 24 hours after the student is determined to be missing.

## Emergency Contact

Students who reside in on campus student housing facilities have the option to identify an individual to be contacted by WSUPD in the event the subject is determined to be missing for more than 24 hours. A student who wishes to identify an emergency contact person can do so through the Weber State Housing application form. The student's emergency contact information will be accessible only by authorized campus officials. The information may not be disclosed outside the University except to law enforcement personnel in furtherance of a missing person investigation.

## Students under 18

If a student is under 18 years of age and is not emancipated, the University is required by law to notify a custodial parent or guardian within 24 hours of the determination that the student is missing. This will be done in addition to notifying any contact person designated by the student.

**To report a missing student, please call Weber State Police at 801-626-6460.**



# Response to Sexual Violence, Domestic Violence, Dating Violence, Stalking and Sex Offender Registry

## University Policies and Processes

Weber State University prohibits acts of violence, including sexual assault, dating violence, domestic violence, stalking and other violent, threatening or destructive acts. These acts may violate one or more University policies, including PPM 3-32, PPM 3-33, PPM 3-67, PPMs 9-3 through 9-8, and PPM 6-22. These policies set standards of conduct for students, faculty, and staff. PPMs 3-31 through 3-33, PPMs 9-9 to 9-14, and PPM 6-22 describe the processes for responding to claims that these standards were violated. The process to be applied will depend on the person being accused of violating University policy: PPMs 3-31 to 3-33 for staff; PPMs 9-9 to 9-14 for faculty; PPM 6-22 for students.

In allegations motivated by discriminatory intent (based on sex/gender/sexual orientation/gender identity, race/ethnicity, religion, age, disability, and other protected classifications) the rights and processes described in PPM 3-32 Discrimination, Harassment and Sexual Misconduct are applied regardless of the status of the accused as staff, faculty or student, with appeal rights through the policies described above. Informal procedures may be used, but ultimately, formal hearings are available to resolve these disputes. The steps involved including how to make a complaint, anticipated timelines, and decision making processes are described in these policies.

## Procedures for Reporting a Complaint

Reports of dating violence, domestic violence, sexual assault, and stalking should be reported as described in the reporting procedures section in this booklet (pg. 8-9) and the complainant should consider seeking medical attention and other help as needed. Reports of dating violence, domestic violence, sexual assault, and stalking should be reported to the OEO office.

## Written Explanation of Procedures

When dating violence, domestic violence, sexual assault, or stalking is reported to the institution, whether the offense occurred on campus or off campus, the University will provide the student or employee a written explanation of the student's or employee's rights and options regarding procedures victims should follow, confidentiality, services and accommodations that may be available for victims, and procedures for institutional disciplinary action.

## Victims

Regardless of gender, sexual orientation or gender identity, victims at WSU receive the same services. Emotional support, counseling about options, information about resources related to legal issues and medical treatment are available to assist all those recovering.

### In the case of sexual assault/violence:

- Get to a safe place as soon as you can. Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it.
- If you do change clothes, put all clothing you were wearing at the time of the attack in a paper (not plastic) bag.
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action.
- Contact WSUPD (follow reporting procedures outlined on page 8 of this handbook).
- Talk with an Advocate who can maintain confidentiality, help explain your options, give you information, and provide emotional support.
- Contact someone you trust to be with you and support you.

**Note:** it is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries you may have sustained; second, to determine the risk of sexually transmitted diseases or pregnancy and take preventive measures; and third, to gather evidence that could aid criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished.

## Immediate Emergency Services

A forensic exam should be conducted as soon as possible following an assault to ensure your physical well-being and to collect evidence that may be useful in criminal proceedings. The exam can be conducted without the involvement of law enforcement personnel. Even if you have not been physically hurt, this forensic exam is strongly recommended to maintain all your legal options. After the evidence is collected, it can be stored in case you wish to press criminal charges.

Victims can receive the exam by calling the YCC's 24/7 hotline, contacting a Safe@Weber Advocate, or law enforcement. The exam will be scheduled with the Northern Utah Forensic Exam Center in Ogden. This location follows the national standards for victim care, rape exams, and evidence collection procedures.

Note: Ordinarily the police will be contacted by medical personnel whenever they provide treatment for injuries resulting from a crime. If you seek treatment at a medical provider and the police are contacted, this does not mean that you have to proceed with criminal charges. In addition, it is recommended that a survivor use a medical provider in the county/state where the incident occurred.

## Non-Emergency Medical Procedures

Even if you do not have evidence collected, it is still important to get medical attention. An exam in this case should include treatment of any physical problems and various lab tests for sexually transmitted infection and pregnancy. This non-emergency treatment can be arranged with your medical provider, or at Ogden Clinic (WSU students may use services from Ogden Clinic - Professional North Center. For more information, see <https://weber.edu/studentwellness/ogden-clinic.html>).

## Preservation of Evidence

It is important to preserve evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, they nevertheless should consider speaking with WSUPD or other law enforcement to preserve evidence in the event that the victim changes their mind at a later date.

## Retaliation

WSU or its officers, employees, or agents may not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights under PPMs 3-32 or 5-36a.

## False Accusations

Individuals, who intentionally and knowingly make false accusations of criminal activity or provide false information to University officials in connection with an accusation and/or investigation of criminal activity, are subject to discipline under University policy as well as criminal and/or civil penalties under applicable law.

## Available Services

### 1. Reporting to WSUPD

WSUPD officers offer information and guidance to victims when they file a WSUPD report. If you choose to report the incident, a WSUPD officer will take a statement from you regarding what happened. The officer will ask you to describe the assailant(s) and may ask questions about the scene of the crime, any witnesses, and what happened before and after the incident. You may have a support person with you during the interview.

NOTE: Reporting an incident is a separate step from choosing to prosecute. When you file a report, you are NOT obligated to continue with legal proceedings or university disciplinary action. If the assault occurred off-campus, report the incident to the appropriate law enforcement jurisdiction.

The WSUPD will assist individuals who are unsure how and where to report the crime. The reasons for reporting to WSUPD are: to take action which may prevent further victimization, including issuing a Safety Alert to warn the campus community of an impending threat to their safety; to apprehend the assailant; to seek justice for the wrong that has been done to you; and to have the incident recorded for purposes of reporting statistics about incidents that occurred on campus. To report an incident, follow the guidelines under "Reporting Procedures" on pages 8-9.

## 2. Title IX Reporting

Survivors should also consider reporting a sexual violence, domestic violence, dating violence, stalking, or harassment incident to the Office of Equal Opportunity, who review and investigate violations of WSU policies regarding discrimination and harassment including sexual misconduct. The OEO, Title IX Coordinator's office is located in the Miller Administration Building room 102. Both formal and informal grievance procedures are available under University Policy 3-32. This policy can be found at

[https://www.weber.edu/ppm/Policies/3-32\\_Discrimination-HarassmentandSexualMisconduct.html](https://www.weber.edu/ppm/Policies/3-32_Discrimination-HarassmentandSexualMisconduct.html)

## 3. Counseling and Emotional Support

### On Campus

The Counseling and Psychological Services Center (801-626-6406) is located at Student Service Center 280. Counselors can provide confidential support for you during this difficult period. They can inform you of common emotional reactions and discuss coping methods that may assist you immediately following the assault and later. Talking about your concerns with a counselor in a safe, supportive environment may help you sort through your feelings and decide what to do. You do not need to disclose your name if you call the Counseling Center for information.

Counselors will not, except in situations where there is an immediate threat of danger or other legal required mandate, reveal your identity to anyone without your permission. Students may be seen on an emergency walk-in basis or by appointment.

Assistance and support for dealing with personal and academic issues is also available from the Dean of Students Office (Miller Administration 317, 801-626-7256).

Advocacy services are available through the Safe@Weber Violence Prevention and Advocacy Services. These services provide free advocacy services to all Weber State University survivors of sexual assault, sexual harassment, domestic violence, dating violence, and stalking. The Advocate can support the survivor in an on-campus investigation by attending meetings/interviews, provide on- and off-campus resources, safety planning, and additional survivor-centered advocacy for protective measures and academic support.

Safe@Weber Advocates are confidential and are not required to share your identity with anyone unless required by law. They are also not required to report sexual misconduct to OEO. The Advocates are CSAs and report statistical information to WSUPD under the Clery Act. Additionally, they must report all disclosures of child abuse, elder abuse, and abuse against people with disabilities.

### **Safe@Weber Advocates:**

Jessica Pleyel and Paige Davies  
safeatweber@weber.edu  
801-626-6090  
Shepherd Union 323

If a WSU community member becomes the victim of a crime, WSUPD offers assistance and referrals. WSUPD provides assistance to victims/survivors of a sexual assault by assisting them in obtaining the services they need to work through and better understand their options. WSUPD works closely with other University offices and city agencies to assist the victim in receiving effective, comprehensive services and compassionate responses.

### Off Campus

YCC Family Crisis Center (located at 2261 Adams Ave, Ogden, 801-392- 7273) provides a confidential 24/7 hotline and advocacy services as well as free short-term individual and group counseling. Safe Harbor (Davis County) is also available to assist by contacting their crisis hotline at (801) 444-9161.

#### **4. Supportive Measures**

A range of protective measures may be offered to individuals making an allegation of dating violence, domestic violence, sexual assault, or stalking. These may include, but are not limited to: interim or long-term protective measures, as reasonably available, such as housing changes, change in class or work schedule, intuitional “no contact” directives between both parties, assistance with transportation, etc. The institution will provide written notification to victims about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures.

The institution will make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to University police or local law enforcement. Any accommodations or protective measures will be maintained as confidential, to the extent that maintaining such confidentially would not impair the ability of the institution to provide the accommodations or protective measures.

#### **5. Individual Protective Orders**

The institution may direct individuals to resources giving information regarding orders of protection the individual may desire to file on their own behalf through the court system.

#### **6. Resources**

The University will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community.

#### **7. Procedures for Campus Disciplinary Action in Cases of an Alleged Sexual Assault, Dating Violence, Domestic Violence, and Stalking**

All proceedings provide a prompt, fair, and impartial process from the initial investigation to the final result.

Where proceedings deal with dating violence, domestic violence, sexual assault, and stalking, hearing officials receive annual training on those issues and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. The complainant and respondent have the same opportunities to have others present during any disciplinary proceeding, including the opportunity to be accompanied to any related meeting by an advisor of their choice, whose participation is described in accordance with the applicable policy.

In all processes, matters are reviewed based upon a preponderance of the evidence standard. Notification of the result of any disciplinary proceedings that arise from an allegation of dating violence, domestic violence, sexual assault, or stalking are given in writing simultaneously to both the complainant and the respondent, as well as any available procedures to appeal the result, any change to the result, and information about when the result becomes final. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided, upon request, to the next of kin of the alleged victim.

#### **8. Time Frames**

Reasonable time frames, including any extensions available, are as outlined in the policies. Parties are encouraged to bring such matters to the attention of the appropriate body as swiftly as possible. These proceedings are conducted in a manner consistent with University policy and transparent to the complainant and respondent. Processes give equal access to complainant and respondent to timely notice about meetings at which both may be present and information that will be used during the informal and formal disciplinary meetings and hearings. Officials will not have previous conflicts or biases for or against the complainant and the respondent.

These policies also list the disciplinary sanctions that may be imposed on students, faculty and non-faculty employees who violate those standards. Non-faculty employees may receive sanctions such as reprimands (oral or written), suspensions (with or without pay) and termination.



Faculty may face verbal censure, written reprimand, probation, suspension with pay, suspension without pay, restitution, reassignment of duties, acceptance of resignation and dismissal. Students who violate the policy can experience sanctions including: warning, reprimand, probation, denial of or suspension from participation in a restricted, enrollment program, suspension of specific privileges, suspension of use of specific university services, suspension and expulsion.

### **Responses to Complaints of Discrimination, Harassment and Sexual Misconduct**

The Discrimination, Harassment, and Sexual Misconduct (including Title IX) policy describes in detail how the University handles complaints of all forms of discrimination, harassment, or sexual misconduct, including sexual assault, domestic violence, dating violence and stalking. This includes processes for any member of the campus community, including faculty, staff, and students. Investigations of such matters are conducted by the Office of Equal Opportunity (Title IX). The OEO may resolve complaints formally or informally, as appropriate. The OEO should resolve the matter or complete investigation in a timely manner. Findings of discrimination, harassment, or sexual misconduct are determined by a preponderance of evidence standard. Both parties are given ten days to respond to the investigation report. The results of an investigation are forwarded to the appropriate administrator for review, who, within ten days, may initiate disciplinary proceedings in accordance with applicable policy, depending on the status of the individual as staff, faculty, or student. Appeal rights depends on the status of the person accused as student, staff, faculty member, or other community member. In Title IX cases, final decisions are made after a hearing, as outlined in the Appendix to PPM 3-32.

[https://www.weber.edu/ppm/Policies/3-32\\_Discrimination-HarassmentandSexualMisconduct.html](https://www.weber.edu/ppm/Policies/3-32_Discrimination-HarassmentandSexualMisconduct.html)

**Note:** *These materials provide summary information only and should not be relied on as a full statement of policy. The applicable policies should be referenced for more complete information regarding process. These policies can be found at the following locations:*

- **Staff Grievances & Discipline**
  - [https://www.weber.edu/ppm/policies/3-31\\_staffempgrievances.html](https://www.weber.edu/ppm/policies/3-31_staffempgrievances.html)
  - [https://www.weber.edu/ppm/Policies/3-33\\_Discipline\\_Staff.html](https://www.weber.edu/ppm/Policies/3-33_Discipline_Staff.html)
- **Faculty Due Process**
  - [https://www.weber.edu/ppm/Policies/9-9\\_DueProcess.html](https://www.weber.edu/ppm/Policies/9-9_DueProcess.html)
- **Student Code of Conduct & Complaint Process**
  - [https://www.weber.edu/ppm/policies/6-22\\_studentcode.html](https://www.weber.edu/ppm/policies/6-22_studentcode.html)
  - <https://www.weber.edu/complaint/>
- **Safety Response & Reporting Policy (Clery)**
  - [https://www.weber.edu/ppm/Policies/5-36\\_Safety\\_Response\\_and\\_Reporting\\_Policy.html](https://www.weber.edu/ppm/Policies/5-36_Safety_Response_and_Reporting_Policy.html)

### **Consent**

For a Federal, State or University definition of consent please see pg. 58.

### **Sex Offender Registry**

The Federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to provide information advising the campus community where law enforcement agency information provided by the State concerning registered sex offenders may be obtained. In Utah, convicted sex offenders must register with the jurisdiction in which they reside. Offenders are required to submit to the registry if they are working at or attending school at Weber State University. You can link to this information, which appears on the Department of Correction's website, by accessing:

<https://corrections.utah.gov/>

# Being Safe@Weber

## Help Everyone Be Safe@Weber

### Bystander Intervention:

A bystander is someone other than the victim who is present when an act of harassment, discrimination or sexual misconduct (sexual assault, domestic/dating violence and/or stalking) is occurring. Bystanders, if active, can prevent harm or intervene with safe and positive options before a situation gets worse. Examples of active bystander intervention include:

- Ask For Help: asking those around to help you intervene safely together, calling the police when a potentially violent situation is unfolding, get your friend on board with a distraction, etc.
- Create a Distraction: spill a drink, fake a phone call, interrupt a conversation and pretend to be lost, pretend you know the person being harass, etc.
- Take Direct Action: not leaving an overly intoxicated person in a bar/party alone, walking a classmate to their car after class, not leaving an unconscious person alone, intervening when someone is being belittled, degraded or emotionally abused, document or film what is happening, etc.

### Relationship Red Flags:

No victim/survivor is ever to blame for being assaulted or abused. Below are some tips to help reduce risk and recognize warning signs of abusive behavior. If you see any of these warning signs in your own or a friend's relationship, reach out for help. Safe@Weber Advocates are available in Shepherd Union 323, [safeatweber@weber.edu](mailto:safeatweber@weber.edu) or 801-626-6090.

Domestic and dating abuse (often called intimate partner violence) often escalates from threats and verbal abuse to violence. While physical injury may be the most obvious danger, the emotional and psychological consequences of domestic and dating violence are also severe. The root causes of domestic/dating violence are power and control.

Warning signs of dating and domestic violence include:

- Constantly watching what they say to avoid a blow-up
- Feelings of low self-worth and helplessness in the relationship
- Being made to feel "crazy" or like they're to blame for the harmful behavior (this is called "gaslighting")
- Feeling isolated from family or friends because of the relationship
- Hiding bruises or other injuries from family or friends
- Being prevented from working, studying, going home, and/or using technology
- Being monitored by their partner at home, work, school or online
- Being forced or pressured to do anything they don't want to do

### Help Reduce Risk and Prevent Potential Harm:

- If you are being abused or suspect that someone you know is being abused, ask for help by seeking information and support services from Safe@Weber Advocacy Services (for students and employees).
- Consider making a report with WSUPD, the Dean of Students, and/or the Title IX Coordinator (OEO). There are various interim measures available to assist victim/survivors to create safety and support academic success.
- Make sure you have consent. Consent is a clear and freely given yes, not the absence of a no or silence. Always get verbal consent from your partner - only yes means yes.

- Trust your instincts — if something doesn't feel right in a relationship or situation, it probably isn't.
- Listen to your partner. If you are receiving an unclear message, stop the behaviour or action and check in with them.
- Know that anyone can be a perpetrator of violence, including friends and partners. Violence or abuse can happen to anyone, regardless of gender or sexual orientation. Support is available at WSU for all survivors.
- If you feel uneasy about a situation, trust your instincts and attempt to interrupt the chain of events.
- Learn the signs of physical, sexual, emotional or verbal abuse and how to help a friend.
- Be an ACTIVE Bystander! You can Ask for Help, Create a Distraction or Take Direct Action.
- Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason and "No" is a complete sentence.
- Try to come and leave with a group of people you trust. You can call WSPD for a safety escort or to be present in an area if you feel unsafe.
- Only drink from unopened containers or from drinks you have watched being made and poured - don't leave drinks unattended.
- Charge your mobile phone! Charging stations are available in the Shepherd Union, by the Information Desk.
- Learn what resources are available on campus, including: Weber State Police Department, the Office of Equal Opportunity, the Counseling & Psychological Services Center, and Safe@Weber Advocacy Services!



**Training offered to the campus community in relationship to domestic violence, dating violence, sexual assault and stalking: 2022**

Weber State University is committed to providing the campus community with educational programming to ending domestic violence, dating violence, sexual assault and stalking. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and faculty that:

- a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
- b. Defines what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;
- c. Defines what behavior and actions constitute consent to sexual activity in the State of Utah;
- d. Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander;
- e. Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks.
- f. Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The following is a description of some of the trainings provided to the campus community in 2022, as they relate to domestic violence, dating violence, sexual assault and stalking:

<b>Name of Program</b>	<b>Date Held</b>	<b>Location Held</b>	<b>Complied with a-e above:</b>	<b>Taught by:</b>	<b>Prohibited Behavior Covered</b>
Safe@Weber/AAEO/WSUPD Training	1/04/2022	Stewart Wasatch Hall	Yes	WSUPD; AAEO; WC	Dov, DaV, SA & S*
Safe@Weber Overview & Bystander Intervention	1/08/2022	Swenson Gym	Yes	Women's Center	Dov, DaV, SA & S*
Safe@Weber Overview & Bystander Intervention	1/13/2022	Lindquist Hall	Yes	Women's Center	Dov, DaV, SA & S*
Safe@Weber Overview & Bystander Intervention	1/25/2022	Swenson 405	Yes	Women's Center	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	1/26/2022	Zoom	Yes	WC; AA/EO	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	2/17/2022	Shepherd Union	Yes	WC; AA/EO	Dov, DaV, SA & S*
RAD: Self Defense Course	3/2022	Various Locations	Yes	WSUPD	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	3/16/2022	Zoom	Yes	WC; AA/EO	Dov, DaV, SA & S*
Safe@Weber: Pizza & Fries (consent)	3/29/2022	Youngberg Football Center	Yes	Women's Center	Dov, DaV, SA & S*
Safe@Weber: Pizza & Fries (consent)	3/29/2022	Youngberg Football Center	Yes	Women's Center	Dov, DaV, SA & S*
Take Back the Night	4/1/2022	The Monarch	No; A-D	Women's Center	Dov, DaV, SA & S*
Start By Believing Day	4/6/2022	Shepherd Union Atrium	No; A-D	Women's Center	Dov, DaV, SA & S*
"The Bystander Moment" Film Screening	4/11/2022	Shepherd Union 323	No; A,B,D	Women's Center	Dov, DaV, SA & S*
Sexual Harassment Prevention & Response for SU Employees	5/4/2022	Shepherd Union 404	Yes	AA/EO; WC	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	5/19/2022	Shepherd Union 320	Yes	AA/EO; WC	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	6/15/2022	Shepherd Union 320	Yes	AA/EO; WC	Dov, DaV, SA & S*
Safe@Weber Overview and Bystander Intervention	7/6/2022	Youngberg Football Center	Yes	Women's Center	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	7/20/2022	Shepherd Union 320	Yes	AA/EO; WC	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	8/18/2022	Shepherd Union 320	Yes	AA/EO; WC	Dov, DaV, SA & S*

**DoV- Domestic Violence, DaV- Dating Violence, SA- Sexual Assault, S\*- Stalking**

**Training offered to the campus community in relationship to domestic violence, dating violence, sexual assault and stalking: 2022**

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- a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
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- c. Defines what behavior and actions constitute consent to sexual activity in the State of Utah;
- d. Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander;
- e. Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks.
- f. Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

The following is a description of some of the trainings provided to the campus community in 2022, as they relate to domestic violence, dating violence, sexual assault and stalking:

<b>Name of Program</b>	<b>Date Held</b>	<b>Location Held</b>	<b>Complied with a-e above:</b>	<b>Taught by:</b>	<b>Prohibited Behavior Covered</b>
Safe@Weber Overview	9/7/2022	Youngberg Auditorium	Yes	WC	Dov, DaV, SA & S*
Safe@Weber Overview & Bystander Intervention	9/8/2022	Davis Stewart Center 302	Yes	Women's Center	Dov, DaV, SA & S*
WSUPD/Safe@weber Overview	9/8/2022	Public Safety Building EOC	Yes	WC; WSUPD	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	9/15/2022	Shepherd Union 320	Yes	AA/EO; WC	Dov, DaV, SA & S*
Safe@Weber Overview	9/21/2022	Youngberg Auditorium	Yes	Women's Center	Dov, DaV, SA & S*
RAD: Self Defense Course	10/2022	Various Locations	Yes	WSUPD	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	10/12/2022	Zoom	Yes	AA/EO; WS	Dov, DaV, SA & S*
Safe@Weber: Supporting Survivors	10/18/2022	Shepherd Union 320	Yes	Women's Center	Dov, DaV, SA & S*
WSU Human Trafficking Symposium	10/27/2022	Shepherd Union Ballrooms	Yes	WC; YCC; WSUPD; WSU Social work; Etc.	DoV, DaV, SA & S*
Safe@Weber Overview & Consent	10/5/2022	Youngberg Auditorium	Yes	Women's Center	Dov, DaV, SA & S*
Safe@Weber: Boo'd Up (healthy relationships)	10/12/2022 10/26/2022	Shepherd Union 320	Yes	Women's Center	Dov, DaV, SA & S*
Safe@Weber Overview & Consent	10/28/2022	Browning Center 136	Yes	WC; Student Wellness	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	11/10/2022	Shepherd Union 320	Yes	AA/EO; WC	Dov, DaV, SA & S*
YCC LoveBetter Summit: Boo'd up & Gender Socialization	11/10/2022	Shepherd Union Ballrooms	Yes	Women's Center	Dov, DaV, SA & S*
Safe@Weber Overview & Consent	11/14/2022 11/15/2022	Shepherd Union 320	Yes	Women's Center	Dov, DaV, SA & S*
NET: Discrimination, Harassment & Sexual Misconduct	12/8/2022	Shepherd Union 320	Yes	AA/EO; WC	Dov, DaV, SA & S*

**DoV- Domestic Violence, DaV- Dating Violence, SA- Sexual Assault, S\*- Stalking**

# Alcohol and Drug Policies

At Weber State University, we strive to create an environment where students, faculty, and staff can learn and grow. In doing so, we see the value of service, diversity, health and well-being. The possession or use of illegal drugs, or the abuse of those which may otherwise be legally possessed, seriously affects the University environment, as well as the individual potential of our students and staff. The University enforces state laws and related University policies, including those prohibiting the following activities on campus:

## **Student Alcohol and Drug Policy:**

The Drug-Free School and Community Act prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol on school property or as part of any school activities. As part of this act, WSU prohibits:

- Unlawful use, possession, distribution, sale, manufacture, or possession for purposes of distribution or sale of any controlled substance or illegal drug;
- Sale, possession, manufacture, distribution, or consumption of alcoholic beverages on University premises;
- Unauthorized sale, possession, manufacture, distribution, or consumption of alcoholic beverages at any official off-campus University-sponsored function or event;
- Smoking in unauthorized locations on University premises in violation of state law, University, or public health regulations;

The entire text of the Student Alcohol and Drug Policy are contained online at:

[https://www.weber.edu/ppm/Policies/6-10\\_StudentAlcoDrug.html](https://www.weber.edu/ppm/Policies/6-10_StudentAlcoDrug.html)

## **Alcoholic Beverage Policy (All Employees):**

A. The University strictly prohibits the unlawful manufacture, distribution, dispensation, possession or use of controlled substances at any Weber State University worksite.

B. All employees of the University are subject to the terms of this policy.

C. As a condition of employment, all employees of the University must notify the Director of Human Resources no later than five (5) days after a criminal drug statute conviction for a violation occurring at a Weber State University worksite.

D. Any employee who is convicted of a worksite drug abuse violation will be required to participate satisfactorily at his/her own expense in a drug abuse assistance or rehabilitation program and/or will have disciplinary sanctions imposed up to and/or including termination of employment.

The entire text of the Alcoholic Beverage Policy which pertains to all employees of Weber State University may be found online at

[https://www.weber.edu/ppm/policies/3-30b\\_alcoholicbeveragepolicy.html](https://www.weber.edu/ppm/policies/3-30b_alcoholicbeveragepolicy.html)

Help is available both on campus and within the community for students and staff members who are dependent on, or who abuse the use of alcohol or other drugs.

Students, faculty and staff may contact Weber State University Counseling and Psychological Services Center (CPSC) at 801-626-6406. Those whose needs cannot be accommodated within the CPSC treatment model will be referred to community resources for care.

Weber State University also offers an Employee Assistance Program (EAP) to employees and their covered dependents participating in PEHP insurance. Counseling services are free, with no copay and no pre-set limit on sessions. EAP services do not count against your mental health benefits. Services are provided by appointment through Blomquist Hale Consulting Group at 800-395-7850. Blomquist Hale has several Wasatch Front locations in Ogden, Salt Lake City, Brigham City and Logan.

Weber State Counseling and Psychological Services, Blomquist Hale Consulting Group and other professional agencies will maintain the confidentiality of persons seeking help for personal dependency and will not report them to institutional or state authorities. Weber State's Student Wellness Office is also available to provide educational and awareness programming, information, and assistance.

## University Sanctions

Weber State University reserves the right to take appropriate action against any individual or group which is found to pose an unreasonable risk of harm to the health, safety, or welfare of the University community. These individuals or groups will answer to the Weber State Police Department as well as the Dean of Students. In addition to any federal, state, and local sanctions, WSU may use one or more of the following sanctions:

- **Institutional Sanctions**- warning, reprimand, probation, suspension from specific privileges or services, interim suspension, prolonged suspension, expulsion;
- **Academic Sanctions**- grade adjustment, loss of credit;
- **Monetary Sanctions**- forfeiture, restitution, fines;
- **Personal Development Sanctions**- requirement or recommendation for counseling specific courses, workshops;
- **Group Sanctions**- warning, reprimand, probation, suspension of privileges, revocation of registered organizations, status, group monetary and/or group personal development sanctions

## Utah Legal Sanctions

Intoxication Statute of Utah: A person is guilty of intoxication if the person is under the influence of alcohol, a controlled substance, or any substance having the property of releasing toxic vapors, to a degree that the person may endanger the person or another, in a public place or in a private place where the person unreasonably disturbs other persons. An offense under this section is a class C misdemeanor.

### Possession of Alcoholic Beverage in Motor Vehicle:

It is a Class C misdemeanor to knowingly possess an open container in a passenger area of a motor vehicle that is located on a public highway, regardless of whether the vehicle is being operated or is stopped or parked.

A person may not keep, carry, possess, transport, or allow another to keep, carry, possess, or transport in the passenger compartment of a motor vehicle, when the vehicle is on any highway or waters of the state, any container which contains any alcoholic beverage if the container has been opened, its seal broken, or the contents of the container partially consumed.

### Utah Legal Sanctions: Driving, Flying or Boating While Intoxicated (DUI)

It is a Class B misdemeanor to operate a motor vehicle, aircraft, or watercraft in a public place while intoxicated.

(1) A person may not operate or be in actual physical control of a vehicle within this state if the person:

- (a) has sufficient alcohol in the person's body that a subsequent chemical test shows that the person has a blood or breath alcohol concentration of .08 grams or greater at the time of the test;
- (b) is under the influence of alcohol, any drug, or the combined influence of alcohol and any drug to a degree that renders the person incapable of safely operating a vehicle; or
- (c) has a blood or breath alcohol concentration of .08 grams or greater at the time of operation or actual physical control.

If a person convicted of DUI was under the age of 21 when the violation occurred, the court shall order the installation of the ignition interlock system as a condition of probation

### Automobile homicide:

It is a second degree felony to cause death to another by accident or mistake while operating any vehicle (motor, aircraft, watercraft) in a public place while intoxicated.

### **Administrative License Revocation; Implied Consent:**

After being arrested for Driving While Intoxicated, failing or refusing the Blood Alcohol Concentration (BAC) test can result in license revocation. Revocation may NOT be probated and there is a \$170 reinstatement fee. An appeal process is available. The following penalties apply:

#### **Terms of Offense:**

##### **Adults**

- If this is your first DUI and you are 21 or older on the date of arrest, the suspension period changed from 90 days to 120 days
- If this is your second or subsequent DUI and you are 21 or older on the date of arrest, the revocation period changed from one (1) year to two (2) years
- If you are 21 or older and refused to submit to a chemical test and have had a previous sanction for certain alcohol related offenses, the revocation period changed from 24 months to 36 months
- If you are 21 or older on the date of arrest and are convicted of a DUI violation you will be interlock restricted for a period of 18 months

##### **Minors**

- If you are under 21 on the date of arrest and this is your first DUI, the suspension period is changed from 90 days to 120 days or until you are 21, whichever is longer
- If you are under 21 on the date of arrest and this is your second or subsequent DUI, the revocation period is changed from one (1) year to two (2) years or until you are 21, whichever is longer
- If you are under 21 and refused to submit to a chemical test, the revocation period is for 18 months or until you are 21, , whichever is longer
- If you are under 21 and refused to submit to a chemical test and have had a previous sanction for certain alcohol related offenses, the revocation period is 36 months or until you are 21, whichever is longer
- If you are under 21 on the date of arrest and are convicted of a DUI violation you will be interlock restricted for a period of 3 years

### **Utah Legal Sanctions Pertaining to Minors**

**Sale or furnishing alcohol to Minors:** It is a Class B misdemeanor to sell or furnish an alcoholic beverage to an individual under 21 years of age through an act of criminal negligence. If it is known that the minor is under 21 year of age the penalty is increased to a Class A misdemeanor.

**Purchase of Alcohol for a Minor; Furnishing Alcohol to a Minor:** It is a Class B misdemeanor to purchase or make available an alcoholic beverage to an individual under 21 years of age through an act of criminal negligence. If it is known that the minor is under 21 year of age the penalty is increased to a Class A misdemeanor. This offense is punishable by a fine of \$2,500 and/or confinement in jail for up to one year.

**Civil Liability for Provision of Alcohol to a Minor:** An adult 21 years of age or older is liable for damages proximately caused by the intoxication of a minor under the age of 21, if the adult is not the minor's parent, guardian, or spouse; or an adult in whose custody the minor has been committed by a court; and the adult knowingly served or provided the minor any of the alcoholic beverages that contributed to the minor's intoxication; or allowed the minor to be served or provided any of the alcoholic beverages that contributed to the minor's intoxication on the premises owned or leased by the adult.

**Alcohol and a Minor:** Consumption of Alcohol by a Minor; Possession of Alcohol by a Minor: It is a misdemeanor for minors to consume or possess alcoholic beverages except in the visible presence of the minor's adult parent, guardian, or spouse.

**Purchase of Alcohol by a Minor; Attempt to Purchase Alcohol:** It is a misdemeanor for individuals under 21 years of age to attempt purchasing alcoholic beverages. "Attempt" implies acting beyond mere preparation.

**Misrepresentation of Age by a Minor:** It is a misdemeanor to falsely state or to present false documents indicating an individual is 21 years of age or older to a person selling or serving alcoholic beverages.



**Punishment for the above Alcohol-related offense by a Minor:** The courts can require that a minor's driver license be suspended for one (1) year if a minor has violated certain alcohol related offenses for the first time and the violation was on or after July 1, 2009, and a period for two (2) years for a second or subsequent violation. It also allows the court to reduce a minor's driver license suspension for a first offense if the minor completes an educational series obtained at a substance abuse program that is approved by the Division of Substance Abuse and Mental Health.

If a minor has at least two prior alcohol-related convictions, the offense is punishable by a fine of \$250 to \$2,000; and/or confinement in jail for up to 180 days. Punishment includes 20 to 40 hours of community service. The minor's driver's license or permit will be denied or suspended: 60 days for a 2nd alcohol-related conviction: 180 days for subsequent convictions.

**Attendance at Alcohol Awareness Course; License suspension:** On first conviction of an alcohol-related offense, the court shall require the minor to attend an alcohol awareness course approved by the Justice Court. If under 18 years of age, a parent or guardian may be required to attend the course with the defendant. The defendant must present evidence of completion of the course and community service within 1 year of the date of final conviction. If the course is completed early the court may reduce the driver's license suspension from 1 year to 9 months.

**Driving under the Influence of Alcohol by a Minor:** A minor commits an offense if the minor operates a motor vehicle in a public place while having any detectable amount of alcohol in the minor's system. For a minor without previous alcohol-related offenses, these are Class B misdemeanors. Punishment includes a jail term up to 180 days or an equivalent time of community service, a fine up to \$2,500, and the suspension of the driver's license for a period of 120 days or until you are 21, whichever is longer. A second time Utah DUI offense is considered to be a Class B misdemeanor, and the offender is ordered the following penalties and punishments: a jail term of up to 180 days or 240 hours of community service, a fine of at least \$800 and up to \$2,500, and the suspension of their driver's license for one (1) year to two (2) years or until you are 21, whichever is longer.

If the driver is proved to have been driving when his/her BAC levels were higher than .16%, the court may also decide to place the convicted driver under house arrest and have his movements electronically monitored.

### **Charges- Fine- Imprisonment**

#### **Felony**

First Degree- Up to \$10,000- 5 years to life in prison  
Second degree-up to \$10,000- 1 to 15 years  
Third degree-up to \$5,000- Zero to 5 years

#### **Misdemeanor**

Class A-up to \$2,500- up to 1 year  
Class B-up to \$1,000- up to 180 days  
Class C-up to \$750- up to 90 days

### **Federal Drug Laws**

The possession, use, or distribution of illicit drugs is prohibited by federal law. Strict penalties are enforced for drug convictions, including mandatory prison terms for many offenses. The following information, although not complete, is an overview of federal penalties for first convictions. All penalties are doubled for any subsequent drug conviction.

### **Denial of Federal Aid (20 USC 1091)**

Under the Higher Education Act of 1998, students convicted under federal or state law for the sale or possession of drugs will have their federal financial aid eligibility suspended. This includes all federal grants, loans, federal work study programs, and more. Students convicted of drug possession will be ineligible for one year from the date of the conviction of the first offense, two years for the second offense, and indefinitely for the third offense. Students convicted of selling drugs will be ineligible for two years from the date of the first conviction, and indefinitely for the second offense. Those who lose eligibility can regain eligibility by successfully completing an approved drug rehabilitation program.

### **Forfeiture of Personal Property and Real Estate (21 USC 853)**

Any person convicted of a federal drug offense punishable by more than one year in prison shall forfeit to the United States any personal or real property related to the violation, including houses, cars, and other personal belongings. A warrant of seizure is issued and property is seized at the time an individual is arrested on charges that may result in forfeiture.

### **Federal Drug Trafficking Penalties (21 USC 841)**

Penalties for federal drug trafficking convictions vary according to the quantity of the controlled substance involved in the transaction. The following list is a sample of the range and severity of federal penalties imposed for first convictions. Penalties for subsequent convictions are twice as severe. If death or serious bodily injury result from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces mandatory life sentence and fines ranging up to \$8 million. Persons convicted on federal charges of drug trafficking within 1,000 feet of a University (21 USC 845a) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least 1 year. For a comprehensive table of federal drug penalties see:

<https://www.weber.edu/wsuiimages/studentwellness/docs/updated-annual-notification-2016.pdf>

### **Federal Drug Possession Penalties (21 USC 844)**

Persons convicted on Federal charges of possessing any controlled substance face penalties of up to 1 year in prison and a mandatory fine of no less than \$1,000 up to a maximum of \$100,000. Second convictions are punishable by not less than 15 days but not more than 2 years in prison and a minimum fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than 3 years in prison and a minimum fine of \$5,000. Possession of drug paraphernalia is punishable by a minimum fine of \$750.

Civil penalties of up to \$10,000 may also be imposed for possession of small amounts of controlled substances, whether or not criminal prosecution is pursued.

Special sentencing provisions for possession of crack cocaine impose a mandatory prison term of not less than 5 years but not more than 20 years and a fine up to \$250,000, or both if:

- A. It is a first conviction and the amount of crack possessed exceeds 5 grams;
- B. It is a second conviction and the amount of crack possessed exceeds 3 grams;
- C. It is a third or subsequent crack conviction and the amount exceeds 1 gram.

### **Counseling and Treatment**

Short term alcohol and other drug counseling is available on campus to students through Weber State University Counseling and Psychological Services Center (CPSC) at 801-626-6406. Students may be referred through the Counseling Center to other treatment programs for more intensive treatment. Through Weber State's Human Resources department, Blomquist Hale Consulting Group offers employees additional education and counseling, as well as appropriate referrals. Employees may contact Blomquist Hale at 800-395-7850.

As a primarily commuter campus, we recognize that these resources may not meet the individual needs of our students, faculty and staff. A full list of state licensed treatment facilities throughout the state of Utah can be found through the Utah Department of Substance Abuse and Mental Health at [www.dsamh.utah.gov](http://www.dsamh.utah.gov) or by calling 801-538-4171. Treatment resources within the Wasatch Front include:

#### **Weber & Morgan Counties:**

Weber Human Services  
237 26th Street  
Ogden, UT – 801-625-3700

#### **Davis County:**

Davis Behavioral Health  
934 S. Main Street  
Layton, UT – 801-544-0585

#### **Salt Lake County**

Salt Lake County Behavioral Health Services  
2001 S. State Street, # S2300  
Salt Lake City, UT – 801-468-2009

## Cache County

Bear River Health Department  
655 E. 1300 N.  
Logan, UT – 435-792-6420

Bear River Mental Health  
90 E. 200 N.  
Logan, UT 435-752-0750

These agencies provide a variety of services which may include screenings/ assessments, individualized treatment, ongoing clinical supervision, medical assisted recovery and recovery support services. Interested individuals are encouraged to contact each agency for additional information regarding specific services and costs. The above resources provide treatment on a sliding fee scale according to your income level. Additional private and public treatment options may be found through the U.S. Substance Abuse and Mental Health Services Administration at <https://findtreatment.samhsa.gov>.

## Prevention and Education

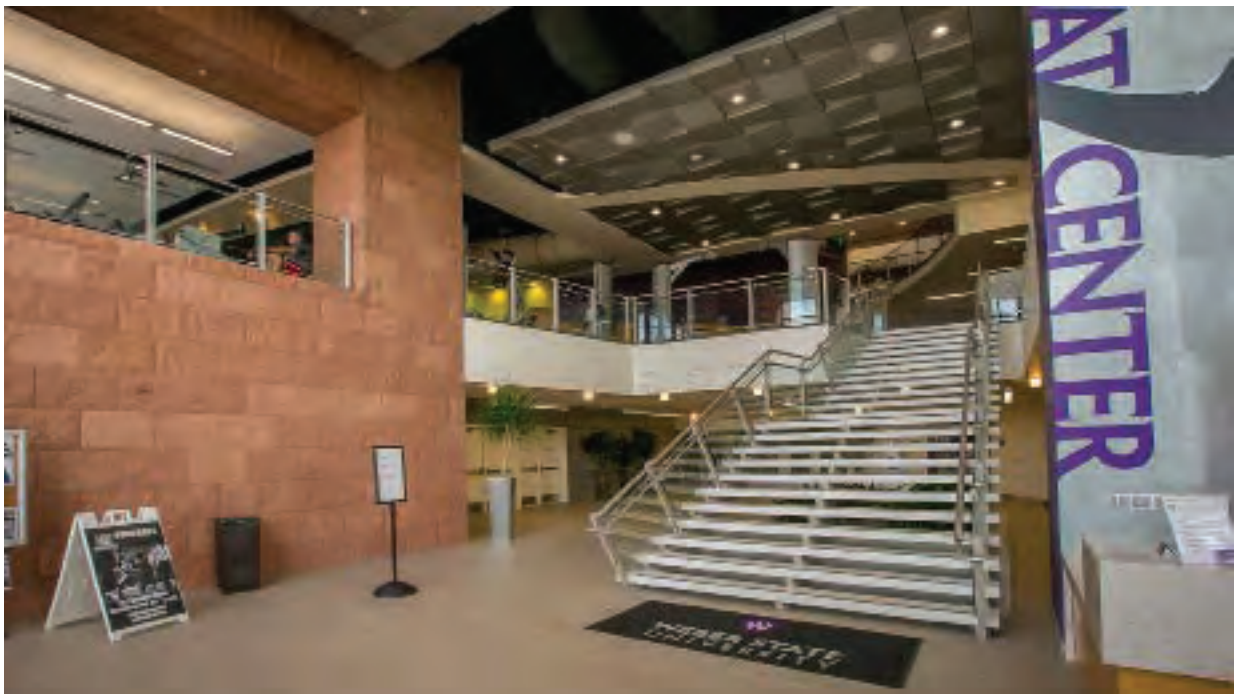
The Weber State Student Wellness office, in partnership with other departments and offices on campus, offers a variety of evidence based educational and prevention programming to individuals and groups within the Weber State University community.

In addition, the Weber State Health Education, Drug and Alcohol (HEDA) committee, under the guidance of the Student Wellness Coordinator and with representation of key campus drug and alcohol partners, convenes regularly to discuss current trends and issues related to Alcohol, Tobacco and other drugs (ATOD), coordinate services to meet the needs of our student population, and ensure compliance with the Drug-Free Schools and Campuses Act.

As mandated by the Drug-Free Schools and Campuses Act, this policy is distributed to all students, staff and faculty at the beginning of each new semester. A biennial review of the comprehensive alcohol and other drug program is conducted on odd years to encompass the two preceding years.

For more information concerning current programs, interventions, policies, and ATOD prevention programs, contact:

Rochelle Bronson, B.S., CHES  
Student Wellness Coordinator  
Weber State University  
801-626-7561  
rochellebronson@weber.edu



# Firearms and Weapons Policies

WSU strives to maintain a safe and secure environment that supports the academic mission of the University. Under WSU PPM 5-35 no individual may have weapons in his/her possession at any time on University property, except on-duty law enforcement officers and persons authorized under Utah State law. This includes but is not limited to firearms, knives, explosives, inflammable materials or any other instrument that may be used to do bodily injury or damage to property. Violations of this policy may result in the suspension or expulsion of the individual from the institution.

Under WSU PPM 5-35a, Weber State University enforces state law regulating firearms on campus. This enforcement occurs in two ways. First, WSUPD will investigate and take appropriate action, up to and including referral for criminal prosecution, when violations of State law occur. Second, the University will consider any violation of state law regulating firearms to be a violation of University Policy. Accordingly, such a violation is subject to disciplinary action under University disciplinary policies applicable to faculty, students, and staff.



# Annual Fire Safety Report

Weber State University publishes this fire safety report as part of its annual Clery Act Compliance. This report contains information regarding the fire safety practices and standards for Weber State University, including statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by a fire. This report is available for review 24 hours a day on the Weber State University Police Website at [www.weber.edu/clery](http://www.weber.edu/clery). A physical copy may be obtained by going to the Weber State Police Department at 3734 Dixon Parkway Drive, Ogden, UT 84408.

## **Definitions:**

**Cause of Fire-** means the factor or factors that give rise to a fire. The casual factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

**Fire-** means any instance of open flame or burning in a place not intended to contain the burning or in an uncontrolled manner.

**Fire Drill-** means a supervised practice of a mandatory evacuation of a building for a fire.

**Fire-related death-** means any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire or dies within one year of injuries sustained as a result of the fire.

**Fire-related injury-** means any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, employees, visitors, firefighters or any other individual.


**Intentional Fire-** means a fire that is ignited, or that result from a deliberate action, in circumstances where the person knows there should not be a fire.

**Unintentional Fire-** means a fire in which the cause cannot be determined.

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

## **Student Housing Fire Evacuation Procedures:**

The University takes fire safety seriously and has established fire safety programs for students living in on-campus residence halls. Fire evacuation plans have been developed for each residence hall and copies of these plans can be found at every exit and in every stairwell of student housing buildings. If a fire occurs in a Weber State University building, community members should immediately call 911 to report the fire; WSUPD will initiate a response involving police and fire. Residents should adhere to the evacuation plan that corresponds to the building they are currently in. Copies of the emergency procedures may be obtained at the housing office and will be provided to residents at check in. The evacuation plan provides instructions for students and others in student housing on how to safely exit the building, what to do if trapped within the student housing building, what to do once outside the building, and subsequent actions to administer first aid.



The evacuation plan contains a map of each building marked with exit paths and designated areas to wait for future instructions. In addition to the maps, these evacuation plans have the following step by step instructions for the following circumstances:

*If you have just arrived, 1) take a few minutes to familiarize yourself with the building layout, and 2) learn the locations of the fire equipment (emergency exits, fire alarms, and fire extinguishers);*

*If you hear an alarm, 1) remain calm, 2) evacuate through the nearest exit, 3) do not use the elevators, 4) call 911, 5) call RA cell, and 6) wait in the parking lot for further information.*

These evacuation plans include emergency phone numbers for 911, Weber State Police Department, and the RA's cell number.

### **Fire Safety Education and Training Programs**

The University and its contractors maintain the following policies and procedures relating to fire safety education and training programs for students and employees. As part of these policies and procedures, students and employees of the University learn the procedures that they should follow in the case of a fire. A discussion of fire safety education and training programs are broken down into the following groups: Housing & Residence Life staff, Housing & Residence Life RA staff, Sodexo staff, and students.

#### **a. Housing & Residence Life Professional Staff**

Housing & Residence Life Professional Staff has copies of the Housing & Residence Life Emergency Procedures Manual. This emergency manual specifies the procedures that the professional staff should follow in case of a fire. In addition to these written materials, the professional staff undergoes OSHA training on an annual basis provided by the University Environmental Health & Safety Office.

#### **b. Housing & Residence Life RA Staff**

The Housing & Residence Life RA Staff undergoes the same training as the professional staff. In addition, the professional staff provides the RAs training in August and January including fire safety with the University Fire Marshal.

#### **c. Sodexo Staff**

The Sodexo staff are trained at least three times a year based on the materials outlined in the Sodexo Fire Prevention Technical Training. This training is broken down into two sessions. The first session outlines common fire hazards and the second session outlines what to do in case of a fire. The second session meets the requirements on the procedures, employees should follow in the case of a fire.

#### **d. Students**

Students are educated through the University Village Evacuation Plan and Wildcat Village Evacuation Plan, which are posted in each respective housing area. At least on a semester basis, the Housing & Residence Life Staff inspects each student's living area using the Health and Safety Inspection Report to ensure that students are in compliance with the fire safety housing policies. Where students are not in compliance with these fire safety policies, the Housing & Residence Life staff can provide students with feedback on how to be compliant, sanction the student, and/ or evict students when they refuse to become compliant according to the lease agreement.

In addition, the Housing & Residence Life Professional Staff sends on a semester basis an email to each student, residing in student housing, with the fire safety community policies. These policies include what students should do in case a fire occurs.

### **A Review of Fire Safety Community Policies:**

**Fire alarms:** All residents and/ or guests must evacuate the building upon hearing the fire alarm. **Residents who chose not to comply will be sanctioned by the Housing & Residence Life office.**

- Please report to the parking lot side of the building you evacuate from.
- Wait for instructions from staff and/ or fire & law enforcement to be able to re-enter the building.
- Treat the fire alarm going off as if it is an emergency, so please comply by evacuating the building as soon as the alarm goes off.
- If you cause the fire alarm to go off, please report this information to the staff ASAP.
- Once a semester, we conduct fire drills with the WSU Fire Marshall and WSU Police Department. We will enter units to make sure residents are leaving their rooms.

**Fire Equipment:** if you do not comply with this, you may be subject to damages, civil penalties with the Weber State University Fire Marshal's Office, as well as sanctioned by the Housing & Residence Life Office.

- You must not disconnect or intentionally damage or cover a fire alarm device.
- If your smoke detector is beeping, submit a work order online because that is alerting you that the smoke detector needs a new battery. Residents living at University Village can come to the Housing & Residence Life Office in the Community Center to get a new battery.
- Do not hang, touch, hit or throw anything towards fire sprinkler heads. Damages to these may result in flood damage which you will be responsible for.
- Maliciously setting off the fire alarm (smoking, burning a prohibited item in your room/ apartment, and/ or removing the smoke detector) will NOT be tolerated.
- Misuse of the fire extinguisher will not be tolerated.

### **Health and Safety Inspections**

Each room will be examined for the presence of prohibited items (e.g., sources of open flames, such as candles; non-surge protected extension cords; halogen lamps; non-approved portable cooking appliances; etc.) or prohibited activity (e.g., smoking in the room; tampering with life safety equipment; possession of pets; etc.). This inspection will also include a general assessment of food and waste storage and cleanliness of the room. Prohibited items will be immediately disabled and/ or confiscated. The following is a list of prohibited items and are considered a violation of university policy:

- Hot plates
- Extension cords
- Halogen lamps (including all Halogen desk and floor lamps)
- Candles
- Incense
- Flammable liquids
- Smoking (NOT permitted inside any building and must be 25 feet away from any opening into the building)
- Tapestries that are hung from the ceilings
- Anything in, on, or about any windows or anywhere else on the outside of any building (Including aluminum foil)
- Wall coverings or painting

## Fire Drills

The University stages fire drills at least once per a semester in its student housing facilities, in collaboration with Housing & Residence Life Office staff and Sodexo. WSUPD and the WSU Fire Marshal coordinate this effort and use both the Housing & Residence Life Office Professional and RA staff to facilitate the fire evacuation of students from their residence halls. As part of this exercise, Sodexo staff also participates to ensure that residents and people who regularly work in the building know what to do when they hear the fire alarm.

## Plans for Future Improvements in Fire Safety

The University continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards. Future improvements will be made as needed as part of the ongoing assessment process.



### Fire Safety Tips

All buildings at WSU are equipped with a variety of features that are designed to detect, stop and/or suppress the spread of fire.

- A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls are designed to stand up to the fire longer than those of an individual room. It is important that these doors are **CLOSED** for them to work. Additionally, if a door has a device that automatically closes the door, it should **NOT** be propped open.
- If a fire alarm is activated check door for heat before exiting room.
- Sprinklers are effective in preventing the spread of fire when operating properly. **DO NOT** obstruct the sprinkler heads with objects like clothing hanging from the piping or heads.
- Smoke detectors cannot operate properly if they are disabled or covered by the occupant.
- Almost all fires that are caused by smoking material are the result of cigarettes being abandoned or disposed of carelessly. Smoking is **NOT PERMITTED** in any Weber State building.
- **DO NOT** leave stove unattended while cooking.



# Statistics and Information Regarding Fires & Drills in WSU Residential Facilities 2020-2022

WSU Residential Facilities	Smoke Detector	Fire Extinguisher Devices	Evacuation Plans & Placards	Number of Evacuation (Fire) Drills each Calendar Year
UV Building 1(1321 E. 4600 S.)	Yes	Yes	Yes	2
UV Building 2 (1321 E. 4600 S.)	Yes	Yes	Yes	2
UV Building 3 (1321 E. 4600 S.)	Yes	Yes	Yes	2
UV Building 4 (1321 E. 4600 S.)	Yes	Yes	Yes	2
UV Building 5 (1321 E. 4600 S.)	Yes	Yes	Yes	2
WV RH 1 (1330 Village Loop Rd.)	Yes	Yes	Yes	2
WV RH 2 (1375 Village Loop Rd.)	Yes	Yes	Yes	2
WV RH 3 (1312 Village Loop Rd.)	Yes	Yes	Yes	2
1375 East 4225 South	Yes	Yes	Yes	1
1348 East 4225 South	Yes	Yes	Yes	1

WSU Residential Facilities	Fire Alarm Monitoring Done by Mountain Alarm	Partial *1 Sprinkler System	Full *2 Sprinkler System
UV Building 1(1321 E. 4600 S.)	Yes		Yes
UV Building 2 (1321 E. 4600 S.)	Yes		Yes
UV Building 3 (1321 E. 4600 S.)	Yes		Yes
UV Building 4 (1321 E. 4600 S.)	Yes		Yes
UV Building 5 (1321 E. 4600 S.)	Yes		Yes
WV RH 1 (1330 Village Loop Rd.)	Yes		Yes
WV RH 2 (1330 Village Loop Rd.)	Yes		Yes
WV RH 3 (1312 Village Loop Rd.)	Yes		Yes
1375 East 4225 South	No	No	No
1348 East 4225 South	No	No	No

\*1. Partial Sprinkler System is defined as having sprinklers in the common areas only.

\*2. Full Sprinkler System is defined as having sprinklers in both the common areas and individual rooms.

# Statistics and Information Regarding Fires & Drills in WSU Residential Facilities 2020-2022

WSU Residential Facilities	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
<b>University Village Building 1 (1321 E. 4600 S.)</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>University Village Building 2 (1321 E. 4600 S.)</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>University Village Building 3 (1321 E. 4600 S.)</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>University Village Building 4 (1321 E. 4600 S.)</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>University Village Building 5 (1321 E. 4600 S.)</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>Wildcat Village Resident Hall 1 (1330 Village Loop Rd.)</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>Wildcat Village Resident Hall 2 (1330 Village Loop Rd.)</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>Wildcat Village Resident Hall 3 (1312 Village Loop Rd.)</b>								
2020	1	1	2/15/18	1901	Cooking	0	0	100.00
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>3675 Birch Ave</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

# Statistics and Information Regarding Fires & Drills in WSU Residential Facilities 2020-2022

WSU Residential Facilities	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Number of Injuries that Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Value of Property Damage Caused by Fire
<b>1361 East 4225 South</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>1375 East 4225 South</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A
<b>1348 East 4225 South</b>								
2020	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2021	0	0	N/A	N/A	N/A	N/A	N/A	N/A
2022	0	0	N/A	N/A	N/A	N/A	N/A	N/A

\* N/A indicates that there were no fires, damage or injuries for these residential Facilities or that the building was not used for a residential facility that year

\* 3675 Birch Ave is no longer used as a housing facility

\* 1361 East 4225 was torn down

# Resources

## WSU Police Department

On-Campus Emergency (24 hours).....	911
Off-Campus Emergency (24 hours).....	911
On-Campus Non-Emergency (24 hours).....	801-626-6460
On-Campus Safety Escort Service.....	801-626-6460

## Off Campus Law Enforcement

Ogden City Police Department.....	801-629-8221
Layton City Police Department.....	801-497-8300
Emergency.....	911

## On Campus Support

Counseling & Psychological Services Center.....	801-626-6406
Safe@Weber Advocacy Services.....	801-626-6090
Dean of Students.....	801-626-7256
Housing & Residence Life.....	801-626-7275
Office of Equal Opportunity (Title IX).....	801-626-6240
Human Resources.....	801-626-6032
Financial Aid & Scholarships.....	801-626-7569
International Student & Scholar Center.....	801-626-6853

## Medical Treatment

Ogden Clinic - Professional North Center.....	801-475-3010
McKay Dee Hospital.....	801-387-5300
Ogden Regional Medical Center.....	801-479-2111
Davis Hospital.....	801-807-1000

## Additional Resources

### Utah Resources (available 24/7)

- **YCC Family Crisis Center**  
801-392-7273  
[yccogden.org](http://yccogden.org)
- **Safe Harbor Crisis Center**  
801-444-9161  
[safeharborhope.org](http://safeharborhope.org)
- **Sego Lily Center for the Abused Deaf**  
801-614-7885 (video crisis line)  
801-997-0452 (text crisis line)  
[segolily.org](http://segolily.org)
- **Utah Sexual Violence Hotline**  
888-421-110
- **Utah Domestic Violence Hotline**  
800-897-5465

### Legal Resources

- **2nd District Court**  
2525 Grant Ave, Ogden, Utah 84401  
801-395-1184
- **Weber County Attorney's Office**  
2380 Washington Blvd, Ogden, UT 84401  
801-399-8377
- **Ogden City Justice Court**  
310 26th Street, Ogden, UT 84401  
801-629-8560
- **Ogden City Attorney's Office**  
801-29-8595
- **Utah State Bar**  
[utahbar.org](http://utahbar.org)
- **Utah Legal Services**  
[utahlegalservices.org](http://utahlegalservices.org)

### National Resources

- **National Sexual Violence Hotline**  
800-656-4673
- **National Domestic Violence Hotline**  
800-799-7233

# Campus Safety Plan

## Weber State University Campus Safety Plan

Weber State University engages in many best practices and protocols in order to protect the campus community. Most elements of Weber State University's Campus Safety Plan, consistent with Utah Code Ann. § 53B-28-401, are more fully covered in the materials in the Annual Security Report. The Campus Safety Plan complies with Utah Code Ann. §53B-28-401 and Utah State Board of Higher Education R262. References and/or a brief description are provided below:

Locating WSU's policies and publications related to claims of sexual misconduct, including sexual assault, domestic violence, dating violence, and stalking. <a href="https://www.weber.edu/womenscenter">https://www.weber.edu/womenscenter</a> <a href="https://www.weber.edu/safeatweber">https://www.weber.edu/safeatweber</a>	Pages 29-33
Institution and community resources for a victim of sexual misconduct.	Pages 30-32
The rights of a victim of sexual misconduct, including the measures WSU takes to ensure, unless otherwise provided by law, victim confidentiality throughout all steps in the reporting and response to sexual misconduct.	Pages 9, 29-33
How WSU Informs the campus community of a crime that presents a threat to the campus community.	Pages 11-12
Availability, locations, and methods for requesting assistance of security personnel on WSU's campus.	Pages 8, 26
Guidance on how a student may contact law enforcement for incidents that occur off campus.	Pages 9, 30, 52
Description of the efforts WSU made in the preceding 18 months and expects to make in the upcoming 24 months to improve campus safety measures, including efforts to improve WSU's response to allegations of sexual misconduct and increased and/or improved services to victims of sexual misconduct.  <b>WSU Trainings</b> WSU provides a multitude of trainings regarding safety through WSUPD, Safe@Weber Violence Prevention & Advocacy Services, University Housing, Athletics, Student Affairs, and Human Resources. All employees are asked to take an online course provided through the Safe@Weber portal for Faculty and Staff. All students are asked to take the Safe@Weber for Students. This curriculum helps individuals understand consent and sexual misconduct. These programs provide information about awareness and prevention of sexual assault, dating violence, domestic violence, and stalking, as well as other forms of sexual misconduct and safety issues. Institution and community resources for a victim of a covered offense are provided. These programs also include information about how bystanders can intervene to prevent incidents from occurring. Information about these topics are also taught through in-person classes during new employee orientation. Salaried employees continued to attend an in-person Discrimination, Harassment, and Sexual Misconduct training conducted by the AA/EO Office, Safe@Weber Victim Advocate Services, and WSUPD in 2022.	Pages 11, 26, 27, 36, 37

Women’s Center staff and Safe@Weber Victim Advocates partner with departments across the University to provide customized training regarding violence prevention and support/reporting resources, in conjunction with the Office of Affirmative Action & Equal Opportunity and Weber State Police Department. Locally, the Women’s Center Director and Safe@Weber Advocate serve on the Weber-Morgan Domestic Violence Coalition, the Weber County Sexual Assault Response Team, Weber County Advocates team and Second District Advocates team.

**Violence Prevention Educator**

WSU has created its own Safe@Weber Violence Prevention and Safety Training, which will be an in-house program. The course includes information on university policy, Title IX, the Clery Act, healthy relationships, gender roles, sexual misconduct, stalking, consent, reporting, bystander intervention, and how to help a friend.

**Victim Advocacy Services**

WSU provides victim advocates through its Safe@Weber Violence Prevention & Advocacy Services. The victim advocates recently received credentialing through the National Organization for Victim Assistance’s National Advocate Credentialing Program. The advocates are specialized in Campus Advocacy, sexual assault and domestic violence.

**Safe@Weber Advisory Board**

WSU has a Safe@Weber Advisory Board, consisting of members from the Office of Affirmative Action & Equal Opportunity, Weber State Police Department, Dean of Students, Disability Services, Counseling & Psychological Services Center, Student Wellness, Housing & Residence Life, Athletics, and Student Involvement & Leadership. The board meets quarterly to discuss ways to move Safe@Weber’s strategic plan forward, violence prevention curriculum updates, victim services/advocacy updates and current trends on-campus/locally/nationally.

**WSUPD Community Outreach**

In 2022, WSUPD held several events to engage with our community members and built trust with our communities of color. These events included: Coffee with a cop, The Citizens Police Academy and several community building events.

**WSUPD Training**

WSUPD provides ongoing training for its police officers, as described on page 6. In addition, the WSUPD undergoes a Shots Fired Exercise annually, to ensure all officers understand how to engage in an active shooter scenario. In 2022 WSUPD Officers also received training in de-escalation, explicit/implicit bias, domestic violence prevention and sexual assault investigation.

**Strategic Threat Assessment Team**

The Strategic Threat Assessment Team continued training in the areas of threat assessment and threat management during 2022.

**Lethality Assessment Program**

WSUPD continues to administer the Lethality Assessment Program to all victims of Domestic Violence. In 2023, Utah Legislation passed State Bill 117 requiring all law enforcement agencies to utilize the LAP in all instances of intimate partner violence.

This is a tool designed to reduce risks and save lives. The LAP involves an assessment by law enforcement to determine risks and, if risks are identified, collaboration with community-based victim service providers. This program formalizes a collaborative relationship between Safe@Weber Violence Prevention & Advocacy Services, WSUPD, Your Community Connection, and the Utah Domestic Violence Coalition. WSU will continue that program and work with its partners through this program.

**Strategic Threat Assessment Team (STAR Team)**

The STAR team is charged with assessing and making recommendations regarding actual or potential threats of violence of any kind at Weber State University, as more fully described in PPM 3-67, Violence Prevention. The STAR team is made up of WSUPD, the AA/EO office, Human Resources, Dean of Students, Counseling and Psychological Services, and are advised by University Legal Counsel. Other members of the campus community are frequently included and coordinated with, as needed, to address safety threats, including Housing, Victim Advocates, Athletics, and individual offices. Within the next 24 months, the STAR team will continue to review cases and receive additional training regarding threat assessment. They will also continue to coordinate with areas on campus.

**WSU's Emergency Planning Committee**

Personnel from across campus practice responses to emergencies annually. These individuals go through National Incident Management System training through the Department of Homeland Security. NIMS is a comprehensive approach to incident management. The EPC will implement at least four training exercises over the next 24 months. As new or additional personnel are added, they will also receive training in how to handle emergency situations. During these exercises, WSUPD coordinates with the local hospitals, Weber County Emergency Management, Red Cross, and other first responder agencies in the region.

<p><b>Policy Update</b></p> <p>Weber State is continually looking for ways to improve and update processes and policy for the betterment of our campus community.</p>	
<p>Description of coordination and communication between institutional resources and organizations, including campus law enforcement.</p>	<p>Pages 8, 15, 26, 30-33</p>
<p>Description of WSU's coordination with local law enforcement or community resources, including coordination related to a student's safety at an off-campus location.</p>	<p>Pages 6, 9, 15, 30, 31</p>
<p><b>How the institution requires a student organization to provide the campus safety training as required by Utah Code Ann. §53B-28-301(5).</b></p> <p>WSU requires all recognized student organizations to annually provide campus safety training in order for the student organization to receive or maintain official recognition. This training is provided through Safe@Weber. As described above, this curriculum helps individuals understand consent and sexual misconduct. These programs provide information about awareness and prevention of sexual assault, dating violence, domestic violence, and stalking, as well as other forms of sexual misconduct and safety issues. Institution and community resources for a victim of a covered offense are provided. These programs also include information about how bystanders can intervene to prevent incidents from occurring. Notification and tracking are conducted by the Coordinator of Clubs &amp; Organizations of the requirement.</p>	



# Crime Statistics Aggregated by On-Campus Housing Facility (University Village Building 1-5)

CRIME STATISTICS FOR OGDEN CAMPUS HOUSING FACILITIES TABLE 2022

	Year	UV Building 1	UV Building 2	UV Building 3	UV Building 4	UV Building 5
<b>Murder/Non-Negligent Manslaughter</b>	2022	0	0	0	0	0
<b>Manslaughter by Negligence</b>	2022	0	0	0	0	0
<b>Rape</b>	2022	0	0	0	0	0
<b>Fondling</b>	2022	0	0	0	1	0
<b>Incest</b>	2022	0	0	0	0	0
<b>Statutory Rape</b>	2022	0	0	0	0	0
<b>Robbery</b>	2022	0	0	0	0	0
<b>Aggravated Assault</b>	2022	0	0	0	1	0
<b>Burglary</b>	2022	0	0	0	0	0
<b>Motor Vehicle Theft</b>	2022	0	0	0	0	0
<b>Arson</b>	2022	0	0	0	0	0
<b>Domestic Violence</b>	2022	0	0	0	1	0
<b>Dating Violence</b>	2022	1	0	0	0	0
<b>Stalking</b>	2022	1	0	1	0	0
<b>Arrests: Weapons: Carrying, Possessing, ETC.</b>	2022	0	0	0	0	0
<b>Disciplinary Referrals: Weapons: Carrying Possessing, ETC.</b>	2022	0	0	0	0	0
<b>Arrests: Drug Abuse Violations</b>	2022	0	0	0	0	0
<b>Disciplinary Referrals: Drug Abuse Violations</b>	2022	0	0	0	2	1
<b>Arrests:Liquor Law Violations</b>	2022	0	0	0	0	0
<b>Disciplinary Referrals: Liquor Law Violations</b>	2022	3	8	0	2	5

## HATE CRIME REPORTING

- There were no hate crimes reported in housing for year 2022

# Crime Statistics Aggregated by On-Campus Housing Facility (Wildcat Village Building 1-3 & Other Housing)

CRIME STATISTICS FOR OGDEN CAMPUS HOUSING FACILITIES TABLE 2022

	Year	WV Building 1	WV Building 2	WV Building 3	1375 E 4225 S	1348 E 4225 S
<b>Murder/Non-Negligent Manslaughter</b>	2022	0	0	0	0	0
<b>Manslaughter by Negligence</b>	2022	0	0	0	0	0
<b>Rape</b>	2022	1	0	1	0	0
<b>Fondling</b>	2022	1	0	0	0	0
<b>Incest</b>	2022	0	0	0	0	0
<b>Statutory Rape</b>	2022	0	0	0	0	0
<b>Robbery</b>	2022	0	0	0	0	0
<b>Aggravated Assault</b>	2022	0	0	0	0	0
<b>Burglary</b>	2022	0	0	0	0	0
<b>Motor Vehicle Theft</b>	2022	0	0	0	0	0
<b>Arson</b>	2022	0	0	0	0	0
<b>Domestic Violence</b>	2022	0	0	0	0	0
<b>Dating Violence</b>	2022	0	0	0	0	0
<b>Stalking</b>	2022	0	1	0	0	0
<b>Arrests: Weapons: Carrying, Possessing, ETC.</b>	2022	0	0	0	0	0
<b>Disciplinary Referrals: Weapons: Carrying Possessing, ETC.</b>	2022	0	0	0	0	0
<b>Arrests: Drug Abuse Violations</b>	2022	0	0	0	0	0
<b>Disciplinary Referrals: Drug Abuse Violations</b>	2022	5	1	1	0	0
<b>Arrests:Liquor Law Violations</b>	2022	0	0	0	0	0
<b>Disciplinary Referrals: Liquor Law Violations</b>	2022	14	0	3	0	0

## HATE CRIME REPORTING

- There were no hate crimes reported for housing in year 2022

# Crime Statistics Aggregated by Non-Campus Housing Facility (Newman Center)

## CRIME STATISTICS FOR OGDEN CAMPUS HOUSING FACILITIES TABLE 2022

	Year	Newman Center
<b>Murder/Non-Negligent Manslaughter</b>	2022	0
<b>Manslaughter by Negligence</b>	2022	0
<b>Rape</b>	2022	0
<b>Fondling</b>	2022	0
<b>Incest</b>	2022	0
<b>Statutory Rape</b>	2022	0
<b>Robbery</b>	2022	0
<b>Aggravated Assault</b>	2022	0
<b>Burglary</b>	2022	0
<b>Motor Vehicle Theft</b>	2022	0
<b>Arson</b>	2022	0
<b>Domestic Violence</b>	2022	0
<b>Dating Violence</b>	2022	0
<b>Stalking</b>	2022	0
<b>Arrests: Weapons: Carrying, Possessing, ETC.</b>	2022	0
<b>Disciplinary Referrals: Weapons: Carrying Possessing, ETC.</b>	2022	0
<b>Arrests: Drug Abuse Violations</b>	2022	0
<b>Disciplinary Referrals: Drug Abuse Violations</b>	2022	0
<b>Arrests:Liquor Law Violations</b>	2022	0
<b>Disciplinary Referrals: Liquor Law Violations</b>	2022	0

### HATE CRIME REPORTING

- There were no hate crimes reported for housing in year 2022

# CRIME DEFINITIONS

## FEDERAL DEFINITION

## STATE DEFINITIONS

## UNIVERSITY DEFINITIONS

<p><b>Aggravated Assault</b></p>	<p>is 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. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.</p> <p><b>UCR</b></p>	<p>(1) A person commits aggravated assault if he commits assault as defined in Section 76-5-102 and he:</p> <ul style="list-style-type: none"> <li>(a) intentionally causes serious bodily injury to another; or</li> <li>(b) under circumstances not amounting to a violation of Subsection (1)(a), uses a dangerous weapon as defined in Section 76-1-601 or other means or force likely to produce death or serious bodily injury.</li> </ul> <p>(2) A violation of Subsection (1)(a) is a second degree felony.</p> <p>(3) A violation of Subsection (1)(b) is a third degree felony.</p> <p><b>76-5-103</b></p>	<p>N/A</p>
<p><b>Arson</b></p>	<p>is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property, etc.</p> <p><b>UCR</b></p>	<p>(1) A person is guilty of arson if, under circumstances not amounting to aggravated arson, the person by means of fire or explosives unlawfully and intentionally damages:</p> <ul style="list-style-type: none"> <li>(a) any property with intention of defrauding an insurer; or</li> <li>(b) the property of another.</li> </ul> <p><b>76-6-102</b></p>	<p>N/A</p>
<p><b>Burglary</b></p>	<p>is the unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.</p> <p><b>UCR</b></p>	<p>(1) An actor is guilty of burglary who enters or remains unlawfully in a building or any portion of a building with intent to commit:</p> <ul style="list-style-type: none"> <li>(a) a felony;</li> <li>(b) theft;</li> <li>(c) an assault on any person;</li> <li>(d) lewdness, a violation of Section 76-9-702;</li> <li>(e) sexual battery, a violation of Section 76-9-702.1;</li> <li>(f) lewdness involving a child, in violation of Section 76-9-702.5; or</li> <li>(g) voyeurism under Section 76-9-702.7.</li> </ul> <p>(2) Burglary is a third degree felony unless it was committed in a dwelling, in which event it is a second degree felony.</p> <p>(3) A violation of this section is a separate offense from any of the offenses listed in Subsections (1)(a) through (g), and which may be committed by the actor while in the building.</p> <p><b>76-6-202</b></p>	<p>N/A</p>

**FEDERAL DEFINITION**

**STATE DEFINITIONS**

**UNIVERSITY DEFINITIONS**

**Consent**

Uses the definition of the Jurisdiction.

Sexual Offenses against the victim without consent of victim: An act of sexual intercourse, rape, attempted rape, rape of a child, attempted rape of a child, object rape, attempted object rape, object rape of a child, attempted object rape of a child, sodomy, attempted sodomy, forcible sodomy , attempted forcible sodomy, sodomy on a child, attempted sodomy on a child, forcible sexual abuse, attempted forcible sexual abuse, sexual abuse of a child, attempted sexual abuse of a child, aggravated sexual abuse of a child, attempted aggravated sexual abuse of a child, or simple sexual abuse is without consent of the victim under any of the following circumstances:

- 1) the victim expresses lack of consent through words or conduct;
- 2) the actor overcomes the victim through the actual application of physical force or violence;
- 3) the actor is able to overcome the victim through concealment or by the element of surprise;
- 4) (a)(i) the actor coerces the victim to submit by threatening to retaliate in the immediate future against the victim or any other person, and the victim perceives at the time that the actor has the ability to execute this threat; or (ii) the actor coerces the victim to submit by threatening to retaliate in the future against the victim or any other person, and the victim believes at the time that the actor has the ability to execute this threat; (b) as used in this Subsection (4), "to retaliate" includes threats of physical force, kidnapping, or extortion;
- 5) the actor knows the victim is unconscious, unaware that the act is occurring , or physically unable to resist;
- 6) the actor knows that as a result of mental disease or defect, or for any other reason the victim is at the time of the act incapable either of appraising the nature of the act or of resisting it;
- 7) the actor knows that the victim submits or participates because the victim erroneously believes that the actor is the victim's spouse;
- 8) the actor intentionally impaired the power of the victim to appraise or control his or her conduct by administering any substance without the victim's knowledge;
- 9) the victim is younger than 14 years of age;
- 10) the victim is younger than 18 years of age and at the time of the offense the actor was the victim's parent, stepparent, adoptive parent, or legal guardian Or occupied a position of special trust in relation to the victim as defined in Section 76-5-404.1;
- 11) the victim is 14 years of age or older, but younger than 18 years of age, and the actor is more than three years older than the victim and entices or coerces the victim to submit or participate, under circumstances not amounting to the force or threat required under Subsection (2) or (4); or
- 12) the actor is a health professional or religious counselor, as those terms are defined in this Subsection (12), the act is committed under the guise of providing professional diagnosis, counseling, or treatment, and at the time of the act the victim reasonably believed that the act was for medically or professionally appropriate diagnosis, counseling, or treatment to the extent that resistance by the victim could not reasonably be expected to have been manifested; for purposes of this Subsection (12):

- (a) "health professional" means an individual who is licensed or who holds himself or herself out to be licensed, or who otherwise provides professional physical or mental health services, diagnosis, treatment, or counseling including, but not limited to, a physician , osteopathic physician, nurse, dentist, physical therapist, chiropractor, mental health therapist, social service worker, clinical social worker, certified social worker, marriage and family therapist, professional counselor, psychiatrist, psychologist, psychiatric mental health nurse specialist, or substance abuse counselor; and
- (b) "Religious counselor" means a minister, priest, rabbi, bishop, or other recognized member of the clergy. **(76-5-406)**

Consent is affirmative and freely given permission to engage in sexual activity. A person can express consent, or lack of consent, through words or conduct. Consent can be withdrawn at any time, irrespective of the consent which may have been given previously. Silence or absence of resistance does not, necessarily, imply consent. A complainant has not consented when the complainant is under the age they can legally consent; unconscious; unaware that the act is occurring; physically unable to resist; overcome by force, violence, concealment or surprise; lacks the understanding to make rational decisions or engage in responsible actions due to alcohol or other drugs, or because the complainant is temporarily or permanently impaired by a disability.

Being intoxicated or incapacitated does not diminish one's responsibility to obtain consent and will not be an excuse for sexual harassment and misconduct.

The University adopts other circumstances identified in Utah law as standards for determining consent as in Utah Code Ann. §76- 5-406. However, criminal prosecution of offenses is subject only to standards in applicable law.

The University considers unconsented conduct as unwelcome conduct although consent, alone, does not, necessarily indicate that conduct was welcomed.

**(PPM 3-32 F)**

FEDERAL DEFINITION

STATE DEFINITIONS

UNIVERSITY DEFINITIONS

<p><b>Domestic Violence</b></p>	<p>A felony or misdemeanor crime of violence committed:</p> <ul style="list-style-type: none"> <li>• By a current or former spouse or intimate partner of the victim;</li> <li>• By a person with whom the victim shares a child in common;</li> <li>• By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;</li> <li>• By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;</li> <li>• By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.</li> </ul> <p>(VAWA)</p>	<p>Means any criminal offense involving violence or physical harm or threat of violence or physical harm, or any attempt, conspiracy, or solicitation to commit a criminal offense involving violence or physical harm, when committed by one cohabitant against another. "Domestic violence" or "domestic violence offense" also means commission or attempt to commit, any of the following offenses by one cohabitant against another:</p> <ol style="list-style-type: none"> <li>Aggravated assault</li> <li>Assault</li> <li>Criminal Homicide</li> <li>Harassment</li> <li>Electronic communication harassment</li> <li>Kidnapping, child kidnapping or agg-Kidnapping</li> <li>Mayhem</li> <li>Sexual offenses</li> <li>Stalking</li> <li>Unlawful detention or unlawful detention of a minor</li> <li>Violation of a protective order</li> <li>Offense against property</li> <li>Possession of a deadly weapon with intent to assault</li> <li>Discharge of a firearm from a vehicle, near a highway, or in the direction of any person, building, or vehicle</li> <li>Disorderly conduct</li> <li>Child Abuse</li> </ol> <p>(77-36-1)</p>	<p>A felony or misdemeanor crime of violence committed against a complainant by: (i) a current or former spouse or intimate partner; (ii) a person with whom the complainant shares a child in common; (iii) a person who is cohabitating with, or has cohabitated with, the complainant as a spouse or intimate partner; (iv) a person similarly situated to a spouse of the complainant under applicable domestic or family violence laws; or (v) Any other person against an adult or youth victim whom the complainant is protected under applicable domestic and family violence laws.</p> <p>(PPM 3-32 W.2)</p>
<p><b>Dating Violence</b></p>	<p>Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Includes, but is not limited to, sexual or physical abuse or the threat of such abuse.</p> <p>(VAWA)</p>	<ol style="list-style-type: none"> <li>Any criminal offense involving violence or physical harm, or threat of violence or physical harm, when committed by a person against a dating partner of the person; or</li> <li>Any attempt, conspiracy, or solicitation by a person to commit a criminal offense involving violence or physical harm against a dating partner of the person.</li> </ol> <p>(78B-7-402)</p>	<p>Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the complainant. The existence of such a relationship shall be determined based on the reporting party's statement with consideration of the length and type of relationship and the frequency of interaction with the persons involved in the relationship. It includes, but is not limited to, sexual or physical abuse or the threat of such abuse. It does not include acts covered under the definition of domestic violence.</p> <p>PPM3-32 W.1</p>
<p><b>Drug Abuse Violation</b></p>	<p>are defined as the violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous non-narcotic drugs (barbiturates, benzedrine).</p> <p>(UCR)</p>	<p>N/A</p>	<p>Uses Utah State Law</p>

FEDERAL DEFINITION

STATE DEFINITIONS

UNIVERSITY DEFINITIONS

<p><b>Fondling</b></p>	<p>The touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity. <b>(UCR)</b></p>	<p>N/A</p>	<p>The touching of the private body parts of another person for the purpose of sexual gratification and without the consent of the complainant, including instances where the complainant is incapable of giving consent because of their age or because their temporary or permanent mental incapacity. <b>(PPM 3-32 W.4)</b></p>
<p><b>Hate Crime</b></p>	<p>are committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, national origin, or disability. <b>(UCR)</b></p>	<p>Uses Federal definitions</p>	<p>N/A</p>
<p><b>Liquor Law Violation</b></p>	<p>are defined as the violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or interperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkness and driving under the influence are not included in this definition.) <b>(UCR)</b></p>	<p>N/A</p>	<p>Uses Utah State Law</p>
<p><b>Motor Vehicle Theft</b></p>	<p>is the theft or attempted theft of a motor vehicle. <b>(UCR)</b></p>	<p>(1) Theft of property and services as provided in this chapter is punishable: (a) as a second degree felony if the: (i) value of the property or services is or exceeds \$5,000; (ii) property stolen is a firearm or an operable motor vehicle; or (iii) property is stolen from the person of another <b>(76-6-412)</b></p>	<p>N/A</p>
<p><b>Murder and Non-Negligent Manslaughter</b></p>	<p>is the willful (non-negligent) killing of one human being by another. Negligent manslaughter is the killing of another person through gross negligence. <b>(UCR)</b></p>	<p>the actor intentionally or knowingly causes the death of another; intending to cause serious bodily injury to another; the actor commits an act clearly dangerous to human life that causes the death of another. <b>(76-5-203)</b></p>	<p>N/A</p>

FEDERAL DEFINITION

STATE DEFINITIONS

UNIVERSITY DEFINITIONS

**Rape**

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

(UCR)

A person commits rape when the actor has sexual intercourse with another person without the victim's consent.  
 (2) This section applies whether or not the actor is married to the victim.  
 (3) Rape is a felony of the first degree, punishable by a term of imprisonment of: (a) except as provided in Subsection (3)(b) or (c), not less than five years and which may be for life; (b) except as provided in Subsection (3)(c) or (4), 15 years and which may be for life, if the trier of fact finds that: (i) during the course of the commission of the rape the defendant caused serious bodily injury to another; or (ii) at the time of the commission of the rape, the defendant was younger than 18 years of age and was previously convicted of a grievous sexual offense; or (c) life without parole, if the trier of fact finds that at the time of the commission of the rape the defendant was previously convicted of a grievous sexual offense.

(4) If , when imposing a sentence under Subsection (3)(6), a court finds that a lesser term than the term described in Subsection (3)(b) is in the interests of justice and states the reasons for this finding on the record, the court may impose a term of imprisonment of not less than: (a) 10 years and which may be for life; or (b) six years and which may be for life. (5) The provisions of Subsection (4) do not apply when a person is sentenced under Subsection (3)(a) or (c).(6) Imprisonment under Subsection (3)(6), (3)(c), or (4) is mandatory in accordance with Section 76-3-406 {76-5-402}

The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without consent of the complainant.  
 (PPM 3-32 W.5)

**Robbery**

is 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.

(UCR)

(1) A person commits robbery if:  
 (a) the person unlawfully and intentionally takes or attempts to take personal property in the possession of another from his person, or immediate presence, against his will, by means of force or fear, and with a purpose or intent to deprive the person permanently or temporarily of the personal property; or  
 (b) the person intentionally or knowingly uses force or fear of immediate force against another in the course of committing a theft or wrongful appropriation.  
 (2) An act is considered to be "in the course of committing a theft or wrongful appropriation" if it occurs:  
 (a) in the course of an attempt to commit theft or wrongful appropriation;  
 (b) in the commission of theft or wrongful appropriation; or  
 (c) in the immediate flight after the attempt or commission.  
 (3) Robbery is a felony of the second degree.  
 (76-6-301)

N/A



FEDERAL DEFINITION

STATE DEFINITIONS

UNIVERSITY DEFINITIONS

**Sex Offenses**

Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. Includes the following:

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

**Fondling** is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

**Statutory Rape** is sexual intercourse with a person who is under the statutory age of consent (UCR)

**Sexual Assault: NIA**

**Rape:** A person commits rape when the actor has sexual intercourse with another person without the victim's consent. (Utah Code)

**Fondling: NIA**

**Incest** occurs, under circumstances not amounting to rape, rape of a child, or aggravated sexual assault, when the actor knowingly and intentionally engages in sexual intercourse between the actor and a person the actor knows has kinship to the actor as a related person; or the insertion or placement of the provider's seminal fluid into the vagina, cervix, or uterus of a related person by means other than sexual intercourse; or provides or makes available his seminal fluid for the purpose of insertion or placement of the fluid into the vagina, cervix, or uterus of a related person by means other than sexual intercourse. (Utah Code)

**Statutory Rape** occurs when the person has sexual intercourse with a child who is under the age of 14. (Utah Code)

**Sexual Assault:** Includes rape, fondling, incest, or statutory rape, as defined below.

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

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification and without the consent of the complainant, including instances where the complainant is incapable of giving consent because of their age or because their temporary or permanent mental incapacity.

**Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein sexual intercourse is prohibited by law

**Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent. (PPM 3-32)

**Stalking**

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

(VAWA)

Engaging in a course of conduct directed at a specific person and knows or should know that the course of conduct would cause a reasonable person: (a) to fear for the person's own safety or the safety of a third person; or (b) to suffer other emotional distress. (Utah Code)

A person is also guilty of stalking who intentionally or knowingly violates: (a) a stalking injunction issued pursuant to Title 77, Chapter 3a, or (b) a permanent criminal stalking injunction issued pursuant to this section.

**Course of Conduct** means two or more acts directed at or toward a specific person, including: acts in which the actor follows, monitors, observes, photographs, surveils, threatens, or communicates to or about a person, or interferes with a person's property: (a) directly, indirectly, or through any third party; and (b) by any action, method, device, or means; or when the actor engages in any of the following acts or causes someone else to engage in any of these acts; (a) approaches or confronts a person; (b) appears at a person's residence or contacts a person's neighbors, or enters a property owned, leased, or occupied by a person; (d) sends material by any means to the person or for the purpose of obtaining or disseminating information about or communicating with the person or for the purpose of obtaining or disseminating information about or communicating with the person to a member of the person's family or household, employer, coworker, friend, or associate of the person; (e) places an object on or delivers an object to property owned, leased, or occupied by a person, or to the person's place of employment with the intent that the object be delivered to the person; or (f) uses a computer, the internet, text messages, or any other electronic means to commit an act that is a part of the course of conduct.

**Reasonable person** means a reasonable person in the victim's circumstances

**Emotional distress** means significant mental or psychological suffering, whether or not medical or other professional treatment or counseling is required. (76-5-106)

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their own safety or the safety of a third person, or to suffer substantial emotional distress. A "course of conduct" means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property. "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the complainant. This definition of stalking is also the definition under Utah criminal law. (PPM 3-32 W.8)

# GEOGRAPHY DEFINITIONS

As specified in the Clery Act, the following property descriptions are used to identify the location of crimes on and around WSU campus

## **On-Campus Buildings or Property**

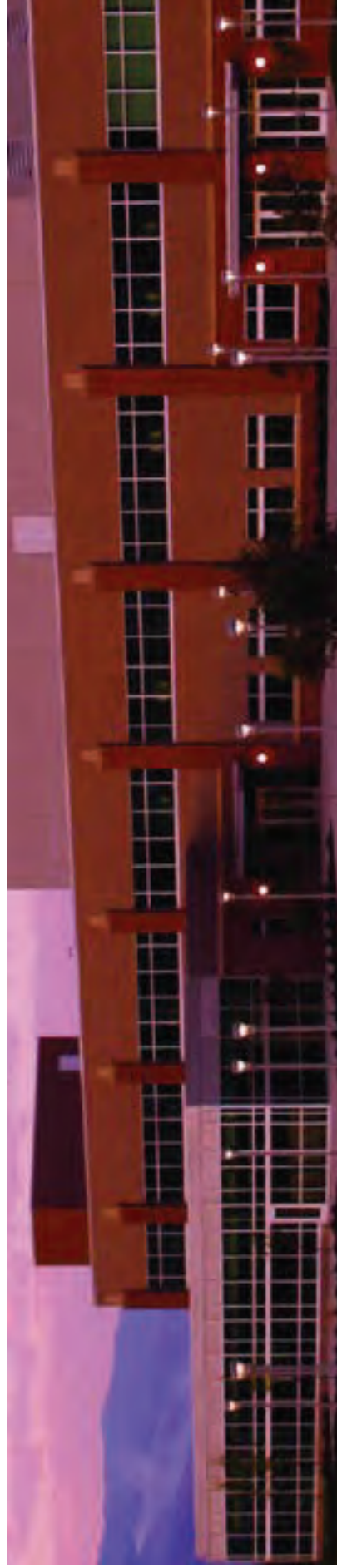
1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and
2. Any building or property that is within or reasonably contiguous to the area identified in the above paragraph, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

## **Non-Campus Buildings or Property**

1. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
2. Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

## **Public Buildings or 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.



# Notes



UTAH SYSTEM OF  
HIGHER EDUCATION

# MEMORANDUM

November 3, 2023

## Repeal Board Policies R601 and R602

The Utah Board of Higher Education adopted R601, *Board of Directors of the Utah Higher Education Assistance Authority*, and R602, *Bylaws of the Utah Higher Education Assistance Authority Board of Directors*, to provide for a subsidiary board known as the Utah Higher Education Assistance Authority Board, to oversee the student financial aid programs, including the student loan program and the Utah Educational Savings Program dba my529 (my529), on behalf of the Utah Board of Higher Education.

The Utah Legislature passed SB 194 – Higher Education Funding Amendments – E. Vickers, in the 2023 General Session. This bill repealed Utah Code Title 53B, Chapter 12, which repealed the student financial aid programs under the Utah Higher Education Assistance Authority. The bill also established the Utah Education Savings Board of Trustees (UESB) to act as fiduciary for my529.

The members of the UESB and the chair are appointed by the Utah Board of Higher Education and serve at the pleasure of the Board.

The UESB was given the authority to make policies governing the administration of the fund and to amend policies related to board governance. *See* Utah Code § 53B-8a-105(7). The UESB was also given fiduciary responsibility for the plan, which includes the duties of loyalty, care, and prudence in carrying out its responsibilities.

In carrying out its duties, the UESB adopted bylaws at its September 28, 2023, board meeting to establish its oversight and governance of my529. Prior to approval, the bylaws were reviewed by both the Attorney General's Office and the Board's General Counsel. With the statutory oversight for the plan and the adoption of these bylaws by UESB, Board Policies R601 and R602 are no longer needed.

### **Commissioner's Recommendation**

The Commissioner recommends the Board repeal Board Policies R601, *Board of Directors of the Utah Higher Education Assistance Authority* and R602, *Bylaws of the Utah Higher Education Assistance Authority Board of Directors*.

### **Attachments**



# Bylaws of the Utah Education Savings Board of Trustees

## Policy Purpose

To provide bylaws for the Utah Educational Savings Board of Trustees (“Board”) that govern how the Board fulfills its fiduciary oversight and governance of the Utah Educational Savings Plan dba my529 (“my529”).<sup>1</sup>

## References

- Utah Code Title 53B, Chapter 8a (Utah Educational Savings Plan)
- Utah Code Title 52, Chapter 4 (Utah Open and Public Meetings Act)
- Utah Code Title 63I, Chapter 5 (Utah Internal Audit Act)
- Policy R565, Audit Committees
- Policy R567, Internal Audit Program

## Policy

### General Powers

The Board is authorized to exercise the responsibilities and functions outlined in Utah Code section 53B-8a-105, including acting as a fiduciary of my529. In accordance with the Utah Code, the Board has the authority for strategic planning, budget approval, and adopting program policies and administrative rules.

### Policies

The Utah Education Savings Board of Trustees shall make policies governing the administration of my529.

### Separation of Functions

The Utah Education Savings Board of Trustees shall provide oversight and governance of my529.

The Board’s duties, responsibilities, funds, liabilities, and expenses in oversight and governance of my529 shall be maintained separate and apart from the duties, responsibilities, funds, liabilities, and expenses of the Utah Board of Higher Education (“UBHE”).

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<sup>1</sup> Adopted by the Utah Education Savings Board of Trustees on September 28, 2023.



### **Board Members**

The Board shall consist of seven members appointed by the UBHE. Not more than three members shall be members of the UBHE. At least four shall be members of the public who each have skills in at least one of the following areas: investments, accounting, finance, banking, education, technology, or financial operations. Board members serve at the pleasure of the UBHE.

### **Terms**

Public members shall serve a four-year term and may be reappointed to a second term. Members from the UBHE may serve for the duration of their UBHE term.

### **Vacancies**

UBHE may fill a vacancy occurring before the expiration of the Board member's full term. An individual appointed to fill a vacancy shall be appointed to serve for the remainder of the unexpired term.

### **Per Diem**

Board members who are not employed by the State of Utah or within the Utah System of Higher Education may receive per diem and travel expenses under the same criteria outlined for UBHE members in Utah Code section 53B-1-404(14)(b). Except for those who are employees in the Office of the Commissioner of Higher Education ("OCHE"), all members may receive reimbursement for travel to meeting locations in accordance with Utah Code section 53B-1-404(14)(b). Per diem and travel expenses for UBHE members shall be paid from my529 administrative funds.

### **Meetings**

The Board shall annually publish a list of meetings, including times and locations, for the following fiscal year. The Board shall meet at least quarterly and may meet more frequently as directed by the Board chair or at the request of a majority of Board members. The Board shall publish notice of meetings in accordance with the Utah Open and Public Meetings Act (Utah Code Title 52, Chapter 4). Board members may participate in a Board, committee, or subcommittee meeting via telecommunications.

**Electronic Meetings.** To hold an electronic meeting, the Board must have at least one anchor location in the building and city where the Board normally meets and where there is adequate space and facilities for interested persons and the public to attend and monitor the open portions of the meeting.



**Quorum.** The Board must have a quorum to take action and action may be taken by vote of the majority of the members present. Members who participate by telecommunications may be counted in the quorum necessary to conduct and transact Board business.

## **Conducting Board Business**

**Agenda and Regular Order of Business.** The Board chair and executive director shall set the agenda for Board meetings. The official agenda shall be the principal business at regular Board meetings.

**Rules of Procedure.** The Board and its committees shall follow Robert's Rules of Order in conducting all meetings.

**Open and Public Meetings Act.** The Board shall conduct its meetings in compliance with the Utah Open and Public Meetings Act, Utah Code Title 52, Chapter 4. If a committee intends to take action on behalf of the Board, it shall conduct its meeting in compliance with the Utah Open and Public Meetings Act, Utah Code Title 52, Chapter 4.

## **Voting**

**Recording of Votes.** The minutes shall contain a record, by each individual member, of each vote taken by the Board. Individual votes need not be recorded where the vote of the Board is unanimous.

**Proxy Voting.** Proxy voting shall not be permitted at meetings of the Board or its committees.

## **Board Officers**

The officers of the Board consist of the chair, the vice chair, the executive director, the secretary, and the treasurer.

**Chair.** The Board chair shall be designated by the UBHE chair and shall preside at and approve the agenda for all Board meetings. The Board chair may establish special committees as needed to achieve the Board's objectives. If the Board chair and vice-chair are unable to attend the meeting, the Board chair shall designate a member of the Board to conduct the meeting.



**Vice-chair.** The Board chair shall designate the vice-chair. The vice-chair shall perform the Board chair's functions in the Board chair's absence, and perform other functions as requested by the Board chair.

**Executive Director.** The executive director shall be the chief executive officer of my529 and shall perform at the direction of the commissioner of higher education ("commissioner") and the Board. The executive director, in consultation with the commissioner, shall appoint, organize, direct, and supervise my529 staff. The executive director may sign all contracts and other documents that are necessary for my529 to conduct its business.

**Secretary.** The executive director shall designate a my529 executive as Board secretary. The secretary shall ensure that records of all Board proceedings are kept, and that adequate notice of all meetings is provided.

**Treasurer.** The executive director shall designate an executive as Board treasurer and chief financial officer of all my529 funds ("funds"). The treasurer shall maintain accounts, process receipts and disbursements, and prepare financial statements and other appropriate financial reports for all funds and shall serve as the public treasurer for the funds pursuant to the Utah Money Management Act.

### **Fiscal Year**

The fiscal year of the Board shall begin on July 1 and shall end on June 30 of each year.

### **Reports**

At UBHE's request, the Board chair or executive director shall make periodic reports to UBHE.

### **Annual Operating Budget**

The Board shall consider and approve an annual (fiscal year) operating budget.

### **Standing Committees**

The Board chair may, from time to time, define or redefine the role and responsibilities of, and may make specific assignments to, a standing committee of the Board.

### **Audit Committee**

**Membership.** The Board chair shall appoint at least three members of the Board to the Board's Audit Committee and shall designate one of the committee members to serve as its chair. Audit Committee members shall serve at the pleasure of the Board chair. At least one member of the Audit Committee shall be a person with substantial chief financial officer or other financial experience.





**Meetings.** The Audit Committee shall convene at the Audit Committee chair's request, with sufficient frequency to carry out the committee's assigned responsibilities.

**Audit Committee Charter.** The Audit Committee Charter sets forth the authority and oversight responsibilities for the Audit Committee. The Audit Committee may also be guided in its powers and responsibilities by comparable provisions of Utah Board of Higher Education Policies, including, but not limited to: R565, Audit Review Subcommittee; and R567, Internal Audit Program.

**Proactive Oversight.** The Audit Committee shall be responsible to seek and review appropriate information as necessary to: provide oversight to my529's financial and accounting transactions; monitor, assess, and analyze organizational, cybersecurity and financial risks and controls; and confirm compliance with applicable laws, regulations, policies, and procedures.

**Review Audits.** The Audit Committee shall receive and review annual audited financial statements and management letters, internal and external audits, and program reviews applicable to my529 programs and funds, and may request additional information and reports from the executive director or treasurer. The Audit Committee may also request the performance of specific internal or external audits.

**Review Standards.** In reviewing statements, audits, and other reports, the Audit Committee is charged to pay particular attention to the following: adequacy of internal controls; any issues regarding appropriate classification of financial transactions in accounting reports; any findings regarding compliance with applicable legal and regulatory requirements; any findings requiring specific corrective actions; and financial trends or issues with implications for the longer-range solvency and health of the funds.

**Conflicts of Interest.** The Audit Committee shall pay particular attention to conflicts of interest or actions by my529 officers or staff members to obtain personal benefit (other than compensation authorized from the budgets of the organization) or advantage from information or authority related to their positions.

**Report to Board of Trustees.** The Audit Committee shall report regularly to the Board regarding its activities, findings, and any concerns.



**Internal Audit.** The purpose of my529's Internal Audit Department is to provide independent, objective assurance and consulting services designed to add value and improve my529's operations. Internal Audit enhances and protects organizational value by providing risk-based and objective assurance, advice, and insight. my529's internal auditor is the head of Internal Audit. The performance of Internal Audit's duties is governed by the Internal Audit Activity Charter.

**Committee Relationship to my529 Internal Auditor.** The my529 internal auditor reports functionally to the Audit Committee and administratively to the executive director. The Audit Committee chair may consult directly with the internal auditor at any time, and the Audit Committee may meet in executive session with the internal auditor when called by the Audit Committee chair as provided for above. The Audit Committee chair, after appropriate consultations with Audit Committee members, shall participate with staff in periodic performance evaluations of the internal auditor, and in any recruitment activities for Internal Audit staff members.

## ~~R601, Board of Directors of the Utah Higher Education Assistance Authority<sup>‡</sup>~~

~~R601-1 Purpose: To provide for a subsidiary Board of Directors for the Utah Higher Education Assistance Authority (UHEAA), the members of which are appointed by and serve at the pleasure of the Board of Higher Education, to exercise delegated responsibility for oversight and governance of the student financial aid programs on behalf of the Board of Higher Education.~~

### ~~R601-2 References~~

~~2.1 Utah Code Title 53B, Chapter 12 (Higher Education Assistance Authority) Chapter 12 designates the Board of Higher Education to constitute the Utah Higher Education Assistance Authority (UHEAA), and in that capacity grants to it the general authorities for operation of student aid programs and to enter into agreements with the Federal Government, in particular with reference to the operation of a student loan guarantee program and related functions.~~

~~2.2 Utah Code Title 53B, Chapter 8a (Higher Education Savings Incentive Program) designates the Board of Higher Education acting in its capacity as the Utah Higher Education Assistance Authority to be the board of directors of the Utah Educational Savings Plan Trust.~~

~~2.3 Utah Code Title 53B, Chapter 11 (Student Loan Program) Chapter 11 grants to the Board of Higher Education several authorities related to operation of student loan programs.~~

~~2.4 Utah Code Title 53B, Chapter 13 (Higher Education Loan Act) Chapter 13 provides specific authorities for the Board of Higher Education to issue student loan revenue bonds, and to make and purchase student loans. The Board operates its Loan Purchase Program under this authority, whereby it purchases Federal Family Education Loan Program (FFELP) student and parent loans guaranteed by UHEAA, originates FFELP Consolidation Loans, and may as necessary directly originate student and parent loans.~~

~~2.5 Utah Code Title 53B, Chapter 13a (Higher Education Success Stipend Program) Chapter 13a establishes the Higher Education Success Stipend Program (HESSP), to provide state-supported need-based grants and work-study stipends for Utah residents attending~~

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<sup>‡</sup>-Adopted December 14, 1982, amended July 12, 1985, July 11, 1986, June 19, 1987, April 26, 1991, July 17, 1992, November 5, 1993, December 15, 1995, August 1, 1996, May 29, 1998, October 16, 1998, April 20, 2001, March 27, 2009, and May 20, 2011. Renumbered from R610 to R601 December 2002.

Utah postsecondary institutions, and designates the Board of Higher Education as the governing authority for HESSP.

~~2-6 Utah Code Title 53B, Chapter 7, Part 5 (Higher Education Tuition Assistance Program). Chapter 7, Part 5 establishes a program of need-based grants to higher education students at community colleges, branch campuses, and centers of the Utah System of Higher Education.~~

~~2-7 Utah Code 53B-6-105.7 (Engineering, Computer Science, and Related Technology Scholarship Program). Utah Code 53B-6-105.7 establishes within the Engineering and Technology Initiative the Engineering, Computer Science, and Related Technology Scholarship Program to recruit, retain and train engineering, computer science, and related technology students.~~

~~2-8 Utah Code Title 53B, Chapter 10 (Terrel H. Bell Teaching Incentive Loans Program) to recruit outstanding students to teach in prioritized critical areas of need in Utah's public schools, as defined by the Utah State Office of Education's criticality index, and to recognize teaching as a positive career choice.~~

~~2-9 Utah Code 53B-8-105, (The New Century Scholarship Program) a scholarship which is awarded to Utah high school graduates who complete the requirements for an associate degree or the math and science curriculum at a regionally accredited institution within the Utah State System of Higher Education with at least a "B" (3.0) grade point average by student's high school graduation date, and complete the high school graduation requirements of a Utah high school with at least a 3.5 cumulative grade point average.~~

~~2-10 Utah Code 53B-8-108 et seq. (Regents' Scholarship Program) to encourage all Utah high school students to take a rigorous high school curriculum that will successfully prepare them for postsecondary education and the demands of the modern workforce; to provide incentives for all Utah high school students to prepare academically and financially for postsecondary education; to motivate high school students to work hard through the senior year; to increase the numbers of Pell Grant eligible students qualifying for federal Academic Competitiveness Grants; and to increase the numbers of Utahns enrolling in Utah colleges and universities.~~

~~2-11 Policy and Procedure R615, UHEAA Grant: The UHEAA Grant is a need-based grant awarded to qualified students who have demonstrated substantial financial need and are making satisfactory academic progress, as defined by the institution. It can be awarded as part of an institutional packaging of need-based aid or emergency awards for students experiencing unanticipated personal or family financial difficulties.~~

~~2.12 Policy and Procedure R616, Minority Scholarships: Legislative supplemental appropriations provide scholarships to Utah resident minority students attending a USHE institution. The scholarships are designed to increase the participation levels of minority students in postsecondary education.~~

## R601-3 Policy

~~3.1 Create a Subsidiary Board: The Board of Higher Education, in its statutory authority as the Utah Higher Education Assistance Authority (UHEAA), as authorized by the State Legislature (Utah Code §53B-12-102), hereby creates a subsidiary Board of Directors for UHEAA (UHEAA Board), the members of which are appointed by the Chair of the Board of Higher Education and serve at the pleasure of the Board of Higher Education. The volume of outstanding student loans guaranteed by UHEAA and loans owned by the Board of Higher Education, together with the scope of responsibilities involved in administration of the Utah Educational Savings Plan Trust and the other financial aid programs, require more continuous and intensive policy and operational oversight than reasonably can be given by the Board of Higher Education. In addition, consolidated administrative and oversight responsibility for all student financial aid programs under the organizational name of UHEAA can foster most effective coordination and communication with institutions of postsecondary education, and with lenders participating in the student loan programs.~~

~~3.2 Subsidiary Board Established: The Board of Higher Education, through the Commissioner of Higher Education, assigns administrative and operational responsibility for all student financial aid programs, including college savings programs, to a division of the Office of the Commissioner of Higher Education, and hereby assigns oversight and governance responsibilities for such programs (except functions specifically reserved for direct action by the Board of Higher Education) to the UHEAA Board of Directors.~~

~~3.3 Authorized Responsibilities and Functions: The appointed UHEAA Board of Directors is authorized to exercise only the UHEAA responsibilities and functions of the Board of Higher Education which are expressly delegated to it by the Board of Higher Education, and the Board of Higher Education retains the power to reassume for itself those responsibilities and functions, in whole or part, at any time. Responsibilities and functions delegated to the UHEAA Board of Directors include those which are statutorily assigned to the Board of Higher Education in its capacity as UHEAA and those for other student financial aid program functions of the Board of Higher Education.~~

~~3.4 UHEAA Board to Report to and Serve at the Pleasure of the Board of Higher Education: The UHEAA Board of Directors shall report to and serve at the pleasure of the~~

Board of Higher Education and shall have the specific duty and obligation to provide the entire Board of Higher Education with complete and timely information as to all of its activities, decisions, policies, and recommendations.

### ~~3.5 Membership, Method of Appointment and Terms of UHEAA Board~~

~~3.5.1 The UHEAA Board of Directors shall consist of eleven members, one of whom is a member by virtue of his or her office, and ten of whom shall be appointed by the Chair of the Board of Higher Education, as follows:~~

~~3.5.1.1 The **Commissioner of Higher Education or the Commissioner's designee shall** be members ex officio, with vote.~~

~~3.5.1.2 The Chair of the Board of Higher Education shall appoint ten members who are residents of Utah, with the following qualifications—(a) four shall be members of the Board of Higher Education; and (b) six shall be citizen members with special expertise in finance, student financial aid, government or public administration. The appointed members shall serve until replaced by appointment of a successor by the Chair of the Board of Higher Education. When any appointed member resigns, ceases to be a resident of Utah, or ceases to hold the office on the basis of which the member was appointed (if applicable), the Chair of the Board of Higher Education shall **appoint a replacement with comparable qualifications to fill the member's unexpired term.**~~

### ~~3.6 Powers, Duties, and Responsibilities of the UHEAA Board~~

~~3.6.1 The UHEAA Board of Directors is authorized to exercise on behalf of the Board of Higher Education all of the powers, duties, and responsibilities of the Utah Higher Education Assistance Authority, including the administration of the student loan guarantee program under Utah Code Title 53B, Chapter 12, and the Utah Educational Savings Plan Trust under Utah Code Title 53B, Chapter 8a. This delegation includes authority for strategic planning, approval of budgets, and adoption of program policies and administrative rules.~~

~~3.6.2 In addition, the UHEAA Board of Directors is authorized to govern on behalf of the Board of Higher Education, including strategic planning and adoption of budgets for~~

~~3.6.2.1 The Board of Higher Education Loan Purchase Program (secondary market for and origination of student loans), except that the Board of Higher Education as required by statute reserves to itself all powers and responsibilities which specifically relate to the approval and execution of bond resolutions, notes, certificates, or other documentation for the incurring of indebtedness to fund the purchase or origination of student and parent loans;~~

~~3.6.2.2 The Higher Education Success Stipend Program under Utah Code Title 53B, Chapter 13a.~~

~~3.6.2.3 The Higher Education Tuition Assistance Program under Utah Code Title 53B, Chapter 7 Part 5.~~

~~3.6.2.4 The Utah Engineering, Computer Science, and Related Technology Scholarship Program under Utah Code 53B-6-105.7.~~

~~3.6.2.5 UHEAA Grant program, R615, UHEAA Grant; and~~

~~3.6.2.6 Minority Scholarships, R616, Minority Scholarships.~~

~~3.6.3 The UHEAA Board is authorized to provide operational support services for:~~

~~3.6.3.1 The Terrel H. Bell Teaching Incentive Loans Program Utah Code Title 53B, Chapter 10;~~

~~3.6.3.2 The New Century Scholarship Program Utah Code 52B-8-105; and~~

~~3.6.3.3 **The Regents' Scholarship Program Utah Code 53B-8-108** through 111.~~

~~3.6.4 The UHEAA Board of Directors shall perform the same functions for the Student Loan Guarantee Program, the Loan Purchase Program, the Utah Educational Savings Plan Trust, and the Higher Education Tuition Assistance Program that are performed under the Utah Money Management Act by Boards of Trustees of institutions of the Utah System of Higher Education, and shall establish a Student Finance Subcommittee from its membership, which shall be directly responsible, reporting directly to the Board of Higher Education through its Finance and Facilities Committee, for oversight and advice regarding bond issues and other financing arrangements for the Loan Purchase Program.~~

~~3.6.5 The Board of Directors shall adopt its own bylaws and determine its own procedures.~~

~~3.7 Staff Support: Staff support for the Board of Directors shall be provided by the Associate Commissioner for Student Financial Aid.~~

~~3.8 Frequency of Meetings, Per Diem and Travel Expenses: The Board of Directors shall meet as it may determine to be necessary in order to fulfill its responsibilities. Board members who are not higher education or state government employees shall receive per diem for meeting days at the same rate and under the same criteria as per diem paid to the Board of Higher Education members. Members other than employees of the Office of the Commissioner~~

~~of Higher Education (OCHE) shall receive reimbursement for travel to meeting locations in accordance with Board of Higher Education travel reimbursement policies. Per diem and travel expenses for Board members shall be paid from Loan Purchase Program administrative funds. Travel expenses for members who are employees of the Office of the Commissioner of Higher Education shall receive travel expenses for travel to meeting locations other than the Board of Higher Education office, reimbursed by the appropriate OCHE cost center(s).~~

~~3.9 Periodic Reports to the Board of Higher Education—The Board of Directors shall provide periodic reports through the Finance and Facilities Committee on matters for which it is responsible, including strategic developments and considerations affecting the student financial aid programs. Also, the Board of Directors shall forward strategic issues for Board of Higher Education consideration either on its own initiative or as requested by the Chair of the Board of Higher Education.~~



## ~~R602, Bylaws of the Utah Higher Education Assistance Authority Board of Directors<sup>1</sup>~~

~~R602-1 Purpose: To provide bylaws for the Utah Higher Education Assistance Authority Board of Directors.~~

### ~~R602-2 References~~

~~2.1 Utah Code Title 53B, Chapter 12 (Higher Education Assistance Authority)~~

~~2.2 Policy and Procedures R601, Board of Directors of the Utah Higher Education Assistance Authority~~

~~2.3 Policy and Procedures R565, Audit Review Subcommittee~~

~~2.4 Policy and Procedures R567, Internal Audit Program~~

### ~~R602-3 Policy~~

#### ~~3.1 Article I: Objectives and Purposes~~

~~3.1.1 Separation of functions: In order to carry out the obligation of separation of functions required by Section 53B-12-102 of the 1953 Utah Code Annotated, the Board of Higher Education (SBR) has adopted its Policy R601, herein incorporated by reference. Policy R601 establishes the Board of Directors for the Utah Higher Education Assistance Authority (UHEAA), the members of which are appointed by and serve at the pleasure of the Board of Higher Education, to exercise delegated responsibility for oversight and governance of the student financial aid programs on behalf of the Board of Higher Education.~~

~~3.1.2 Name of the Board: The name of the Board shall be the Utah Higher Education Assistance Authority (UHEAA) Board of Directors (the Board).~~

#### ~~3.2 Article II: Meetings and Procedures~~

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<sup>1</sup>-Adopted April 3, 2003, amended January 13, 2004 and March 29, 2019.

~~3.2.1 Meetings: The Board shall annually establish a published schedule of regular meetings for the following fiscal year, to include at least one meeting in each quarter of the year. The Board shall meet as needed at additional times, at the call of the Chair or at the request of a majority of the Board members. Meeting times and locations shall be published, and meetings shall be conducted, in accordance with notification and open meetings provisions of Utah law. The Board may meet in executive session under the conditions and for the purposes authorized by the Utah Open and Public Meetings Act (Utah Code Title 52, Chapter 4), provided that all resolutions, rules, regulations, contract approvals, appropriations, and other actions taken shall be taken in open session.~~

~~3.2.2 Quorum: A majority of the membership of the Board or any standing committee of the Board shall constitute a quorum. A quorum of the Board or any standing committee shall be present at any meeting at which official actions are taken. Official actions shall be determined by a majority vote of the members present. Members may participate in a meeting of the Board or a committee or subcommittee of the Board by means of telecommunications. Members who participate by telecommunications may be counted in the quorum necessary to conduct and transact Board or committee/subcommittee business. Such participation does not alter the requirements of notice, open and public meetings, and other applicable rules of the Board. To hold an electronic meeting, the Board must establish **one or more “anchor locations,” at least one of which is in the building and city where the Board normally would meet, and where there is adequate space and facilities for interested persons and the public to attend and monitor the open portions of the meeting.**~~

~~3.2.3 Proxy Voting: Members of the Board may not vote by proxy.~~

~~3.2.4 Conduct of Meetings: The order of business and the conduct of meetings of the Board and of standing committees shall be in accord with normal parliamentary procedure.~~

### ~~3.3 Article III: Officers~~

~~3.3.1 Officers: The officers of the Board consist of the Chair, the Vice Chair, the Executive Director, the Secretary, and the Treasurer.~~

~~3.3.2 Chair: The Chair shall be designated by the Chair of the SBR, shall preside at all meetings of the Board, and shall determine or approve the agenda for such meetings. **The Chair may establish special committees as needed to achieve the Board’s objectives. In the event the Chair and Vice Chair are unable to attend a meeting, the Chair shall designate a member of the Board to conduct the meeting.**~~

~~3.3.3 Vice Chair: The Vice Chair shall be designated by the Chair, and shall perform the **functions of the Chair in the Chair’s absence and perform other** functions as requested by the Chair.~~

~~3.3.4 Executive Director: The Executive Director shall be the Associate Commissioner for Student Financial Aid appointed by the Utah Commissioner of Higher Education. The~~

~~Executive Director shall be the Chief Executive Officer of the staff division of the Office of the Commissioner of Higher Education designated as UHEAA, and shall perform in that capacity subject to general direction by the Commissioner and any specific decisions and instructions from the UHEAA Board within its powers delegated from the SBR in Section 3.6 of Policy R601. The Executive Director, in consultation with the Commissioner of Higher Education, shall appoint, organize, direct, and supervise UHEAA staff.~~

~~3.3.5 Secretary: The Secretary shall be a UHEAA executive designated by the Executive Director. The Secretary shall be responsible for ensuring that a record of all proceedings of the Board is kept, and that adequate notice of all meetings is provided.~~

~~3.3.6 Treasurer: The Treasurer shall be a UHEAA executive designated by the Executive Director and shall be the Chief Financial Officer for all funds managed by UHEAA. The Treasurer shall maintain accounts, process receipts and disbursements, and prepare financial statements and other appropriate financial reports for such funds and shall serve as the Public Treasurer for the Funds pursuant to the Utah Money Management Act, and SBR Policy R541, Management and Reporting of Institutional Investments.~~

~~3.4 Article IV: Fiscal Year: The fiscal year of the Board shall begin on July 1 of each year and shall end on June 30 of each year.~~

### ~~3.5 Article V: Standing Committees and Subcommittee~~

~~3.5.1 Student Finance Subcommittee of the SBR Finance, Facilities, and Accountability Committee: Pursuant to Section 3.6.4 of SBR Policy R601, the Board shall elect from its membership a Student Finance Subcommittee and shall designate a Chair from the Subcommittee membership. The Committee shall constitute the Student Finance Subcommittee of the SBR Finance, Facilities, and Accountability Committee and shall be directly responsible, reporting directly to the Board of Higher Education through its Finance, Facilities, and Accountability Committee, for oversight and advice regarding bond issues and other financing arrangements for the Board of Higher Education Loan Purchase Program. (LPP).~~

#### ~~3.5.2 Audit Committee~~

~~3.5.2.1 Membership: The Board Chair shall appoint at least three members of the Board who are not employees of the Office of the Commissioner of Higher Education (OCHE) to constitute the UHEAA Audit Committee, and shall designate one of the Committee members to serve as its Chair. Members of the Committee shall serve at~~

the pleasure of the Board Chair. At least one member of the Committee shall be a person with substantial chief financial officer or partner-level public auditing

experience. However, if no such person is a member of the Board, the Board Chair may appoint as one of the Audit Committee members an individual who is not a member of the Board but possesses such qualification.

3.5.2.2 Meetings: The Committee shall convene at the call of its Chair, with sufficient frequency to carry out effectively its assigned responsibilities.

3.5.2.3 Proactive Oversight: The Committee shall be responsible to seek and review appropriate information as necessary to provide oversight to the financial and accounting transactions of UHEAA and my529; to monitor, assess, and analyze organizational and financial risks and controls; and to confirm compliance with applicable laws, regulations, policies, and procedures.

3.5.2.4 Review Audits: The Committee shall receive and review annual audited financial statements and management letters, internal and external audits, and program reviews applicable to UHEAA and my529 programs and Funds and may request additional information and reports from the Executive Director or Treasurer or the performance of specific internal or external audits.

3.5.2.5 Review Standards: In reviewing such statements, audits, and other reports, the Committee is charged to pay particular attention to adequacy of internal controls, to any issues regarding appropriate classification of financial transactions in accounting reports, to any findings regarding compliance with applicable legal and regulatory requirements, to any findings requiring specific corrective actions, and to financial trends or issues with implications for the longer-range solvency and health of the funds.

3.5.2.6 Conflicts of Interest: The Committee shall pay specific attention to prevention of conflicts of interest or actions by officers or staff members of UHEAA to obtain personal benefit or advantage from information or authority related to their positions (other than compensation authorized from the budgets of the organization).

3.5.2.7 SBR Guidelines: Absent applicable law or policy to the contrary, the Audit Committee may be guided in its powers and responsibilities by comparable provisions of Board of Higher Education Policies, including, but not limited to, R565, Audit Review Subcommittee; and R567, Internal Audit Program.

3.5.2.8 Report to Board of Directors: The Committee shall report regularly to the Board regarding its activities, findings, and any concerns.

~~3.5.2.9 Committee Relationship to UHEAA Internal Auditor: The UHEAA Internal Auditor reports to the Director of Central Services, but the Audit Committee Chair may consult directly with the Internal Auditor at any time, and the Committee may meet in executive session with the Internal Auditor as provided for in Section 3.5.2. The Chair of the Audit Committee, after appropriate consultations with Committee members, shall participate with staff in periodic performance evaluations of the Internal Auditor, and in any recruitment activities for Internal Audit staff members.~~

### ~~3.5.3 Executive Committee~~

~~3.5.3.1 Composition: The Executive Committee shall be composed of the Board Chair and Vice Chair, the immediate past Chair of the Board if still serving on the Board, the chair of the Audit Committee, and one Committee Member at Large appointed by the Board Chair.~~

~~3.5.3.2 Authority: The Executive Committee shall have the full authority of the UHEAA Board of Directors to act upon routine matters during the interim between Board meetings but shall act upon non-routine matters only under extraordinary and emergency circumstances. Actions of the Executive Committee shall be reported to the Board of Directors at its next regular meeting following such actions.~~

~~3.5.4 Annual Operating Budgets: The Board will convene as a Committee of the Whole to consider and act on annual (fiscal year) operating budgets.~~

~~3.5.5 Definition of Committee Roles: The Board Chair may, from time to time, define or redefine the role and responsibilities of, and may make specific assignments to, a standing committee of the Board.~~