

*Southeastern
Louisiana University*

2015
Annual Campus
Security Report
Baton Rouge Campus

providing a safe environment in support of the academic excellence for which we strive. We are proud of our history of outstanding service to the Southeastern Louisiana University community and we are also aware of the challenges posed in a campus environment.

The Southeastern Louisiana University thoroughly evaluates the security needs of the community and continues to consider these needs on an ongoing basis. As a result of such careful analysis, the university has implemented policies aimed at promoting a safe learning and work environment. These policies work in conjunction with Federal, State, and local laws. The University Police provides on-going education and enforcement of these laws and policies at Southeastern. Each member of the Southeastern Louisiana University community is responsible for knowing these policies and complying with them. This report contains many of the specific policies that pertain to the Southeastern Louisiana University community. Please take time to become familiar with them.

This report also details many of the steps taken by the university and the Police Department to ensure the security of its students, faculty and staff, and it outlines many measures we can each follow to take personal responsibility for our own security and that of the Southeastern Louisiana University community. Although the university and the Police Department go to great lengths to promote a safe and secure environment, personal safety is an individual responsibility. Together we must take personal responsibility for our own safety, as well as the safety of those around us. Working together, we will continue to keep Southeastern Louisiana University a safe campus for all.

University Police Department
Southeastern Louisiana University

The Annual Campus Security Report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 (the "Clery Act") and is also available at <http://www.southeastern.edu/admin/police/assets/clerydocument2013maincampus.pdf>. It is presented in a Portable Document Format (pdf) and can be viewed using Adobe Acrobat Reader. Acrobat Reader is free and can be downloaded from the web via get.adobe.com/reader. A hard copy of the report may also be obtained by calling the University Police Department at (985) 549-2222 or visiting the University Police Department in Pride Hall.

A Guide to Southeastern Louisiana University Security Procedures

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Mission & Value Statements

The Southeastern Louisiana University, University Police Department is committed to the support of the university's greater mission of excellence in education and service to the community. As an integral part of the university, we pledge ourselves to a continuing partnership with the campus community to provide a safe and secure environment through community based public safety. We will achieve our goals by service to the community that reflects respect for the law, dignity to all persons and pride in our profession.

Service to Our Community: The people in our campus community are our most important customers. Our motto: "Safety through Education" is not just a slogan it is our way of life. We pledge to work in partnership with the Southeastern Louisiana University community and do our best to provide for its public safety needs.

Commitment to Integrity: Integrity is our standard. We are proud of our profession and will conduct ourselves in a manner that merits the respect of all people. We will demonstrate honest, ethical behavior in all our interactions. We must have the courage to always do what is right.

Respect for People: The dignity of mankind is a value that we treasure. We believe in treating all people with respect. We show concern for the victims of crime and treat violators of the law with fairness at all times.

Commitment to Leadership: Managers, supervisors and team leaders need to be leaders in their areas of responsibility. Making certain that our values become part of our day to day work life is our mandate. We encourage our employees to submit ideas, we listen to their suggestions, and we help them develop to their maximum potential.

Policy for Preparing the Annual Security Report and Disclosure of Crime Statistics

The Southeastern Louisiana University Police Department is responsible for preparing and distributing the Annual Security Report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act* (Clery Act). The Annual Security Report is published every year by October 1st and contains three years of selected campus crime statistics and certain campus security policy statements in accordance with the Clery Act. The University Police Department composes the Annual Security Report and statistical information with input from various sources such as local law enforcement agencies, Division of Student Affairs, University Risk Management, and other campus officials.

Why an Annual Security Report?

Enacted in 1990, *The Crime Awareness and Campus Security Act* was designed to assist students in making decisions which affect their personal safety and to ensure institutions of higher education provide students, prospective students, staff, and faculty the information they need to avoid becoming victims of campus crime. The *Higher Education Act of 1998* and the subsequent amendments of the implementing regulations (34 C.F.R.668.46) significantly expanded institutions' obligations under the Act. The Act was also renamed the "*Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*" (hereafter the Clery Act). The Clery Act requires colleges and universities to:

- Publish an annual report every year by October 1 that contains three years of selected 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 facilities. The statistics must be gathered from campus police or security, 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.”
- Disclose in a public crime log “any crime that occurred on campus or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department.”

Notifications

Each year, an email notification is sent to all current students, faculty, and staff providing the web site to access this report.

- Upon request, prospective students and employees may obtain a written paper copy of the report at the University Police Department located in Pride Hall; by calling (985) 549-2222; or on the web: <http://www.southeastern.edu/admin/police/assets/clerydocument2014maincampus.pdf> ; or email UPD at police@southeastern.edu
- Prospective employees are notified about the Clery Act via the Southeastern Louisiana University Human Resources jobs website: https://jobs.selu.edu/applicants/jsp/shared/Welcome_css.jsp
- Prospective students and parents of students can also read about and reference Clery Act information on the Office of Admissions webpage titled “Campus Safety Information”: <http://www.ct.tamus.edu/departments/admissions/index.php>

The Southeastern Louisiana University Police Department

Southeastern Louisiana University Police Officers are commissioned by the Louisiana Department of Public Safety and Corrections and are empowered by Louisiana Revised Statute 17:1805. As such, University Police Officers have the right to carry a concealed weapon and to exercise the power of arrest when discharging their duties while in or out of uniform and to

discharge their duties off campus if engaging in intelligence gathering activity, investigating a crime committed on campus, or if specifically requested by the chief law enforcement officer of the city or parish.

Each University Police Officer must successfully complete the Louisiana Commission on Law Enforcement's Peace Officer Standards and Training (POST) Academy, an intensive course taught through an accredited basic training academy. To maintain this certification, each officer must also successfully complete no fewer than sixteen (16) hours of continuing education each year covering several mandated topics, including firearms qualification. At Southeastern, we require our officers complete an additional twenty-four (24) hours (total of 40 hours) of continuing education each year on various law enforcement topics, including, but not limited to, stalking, domestic violence, report writing, protective orders, arrest and search warrants, and rapid response to critical incidents.

University Police Department has assigned one police officer to the Baton Rouge Campus and is responsible for the full range of law enforcement services. These include, but are not limited to, responding to and investigating incidents and offenses, medical emergencies, fires, bomb threats, auto accidents, violations of state liquor, controlled substances, and weapons laws and other on-campus emergencies.

The officers is on duty Monday and Thursday from 7:00 a.m. till 5:00 p.m.; Tuesday and Wednesday from 7:00 a.m. till 3:00 p.m.; and Friday from 7:00 a.m. till 11:00 a.m. The officer enforces federal and local statutes and Southeastern Louisiana University regulations. The department maintains a close working relationship with all appropriate law enforcement agencies of the criminal justice system. Meetings are held with other agencies, on both a formal and informal basis, and crime related reports and statistics are routinely exchanged.

L.R.S. 17:1805 Authority of university or college police officer

- A. (1) Those persons who are university or college police officers responsible for maintaining general order and exercising police power on the campus of a state-supported or a private college or university shall be designated as university or college police officers.

- (2) Each as such person named as a police officer by the president of the college or university shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as provided in Subsection E of this Section. Such commission shall remain

in force and in effect at the pleasure of the employing college or university.

(3) While in or out of uniform, these police officers shall have the right to carry concealed weapons and to exercise the power of arrest when discharging their duties on their respective campuses and on all streets, roads, and right-of-way to the extent they are within or contiguous to the perimeter of such campuses. In the discharge of their duties on campus and while in pursuit on or off the campus, each university or college police officer may exercise the power of arrest.

(4) Each such police officer shall execute a bond in the amount of ten thousand dollars in favor of the state for the faithful performance of their duties. The premium bond shall be paid by the employing institution.

B. Any person arrested by a college or university police officer, in the exercise of the power herein above granted, shall be immediately transferred by such officer to the custody of the sheriff or city police wherein arrest occurs.

C. On and after January 1, 1975, no person shall be commissioned as a college or university police officer, unless prior to such commissioning the person has, as a minimum requirement, completed and graduated from the six-week program of the Basic Law Enforcement Training Academy of Louisiana State University and Agricultural and Mechanical College or possesses equivalent training or experience.

D. Upon authorization by the chief administrative officer of the educational institution, a college or university police officer shall have authority to discharge his duties off campus as follows:

- (1) If engaging in intelligence gathering activity.
- (2) When investigating a crime committed on campus.
- (3) When transporting prisoners in furtherance of duties as set forth in this Section.
- (4) When transporting money, securities, or other valuables on behalf of the college or university.
- (5) While providing security or protective services for visiting dignitaries to the college or university both on and off the campus.
- (6) If specifically requested by the chief law enforcement officer of the parish or city.

E. Notwithstanding any of the provisions of this Section to the contrary, any

state supported or private college or university situated within the territorial limits of any municipality having a population in excess of two hundred fifty thousand persons may, at the option of said college or university, have its campus police officers commissioned as university or college police officers by such municipal or city police department, rather than the Department of Public Safety, upon complying with the requirements and regulations as may be prescribed by said municipal or city police department for the commissioning of special officers. Such commissions issued by a municipal or city police department shall confer upon such campus police officers all rights and privileges as are enumerated in this Section with respect to officers commissioned through and by the Department of Public Safety; provided, however, that such officers shall not be entitled to supplemental pay for municipal police officers.

F. Notwithstanding any provision of this Section to the contrary, on July 1, 1991 and thereafter, no person shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as otherwise provided in Subsection E of this Section until there has been a determination made by the commissioning authority that the particular public or private college or university name the police officers is in compliance with the provisions of R.S. 17:3351(C), or, in the case of a private college or university, is in compliance with substantially similar requirements adopted by the particular institution, relative to reporting certain statistics on reported criminal offenses, adopting certain written security policies and procedures, and publishing certain such policies and procedures.

G. Each person who is employed as a full-time college or university police officer may carry a concealed handgun, whether in uniform or not and whether on or off duty, provided the person meets the requirements for college and university police officers set forth in this Section and is certified by the Council on Peace Officer Standards and Training.

Criminal Activity off Campus

The Baton Rouge Police Department has primary jurisdiction in all areas off campus. Southeastern Louisiana University Police Officers can and do respond to student related incidents that occur on University property to campus. If the Baton Rouge Police are contacted about criminal activity occurring off campus involving Southeastern Louisiana University students, Baton Rouge Police may notify Southeastern Louisiana University Police.

However, there is no official Baton Rouge Police Department policy requiring such notification. Students in these cases may be subject to arrest and University disciplinary procedures.

When a Southeastern Louisiana University student is involved in criminal activity in which students engage at off-campus locations of student organizations officially recognized by Southeastern Louisiana University the criminal activity is monitored and recorded through local police agencies. University Police Officers may assist with the investigation in cooperation with local, state, or federal law enforcement. or Louisiana State Police may jointly investigate serious on-campus incidents with Southeastern Louisiana University Police. As appropriate, University Police may assist these Departments in the immediate neighborhood and business areas surrounding the campuses.

Security Awareness Programs

During new student orientation activities, students are informed of services offered by the University Police Department. The Clery Compliance Report detailing crime statistics and recommended practices for personal safety and are made available. Similar information is presented to new employees. Periodically during the academic year, the University Police Department, in cooperation with other university organizations and departments, presents crime prevention awareness sessions on such topics as sexual assault (rape and acquaintance rape), theft, and personal safety. A common theme of the awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and to be concerned for the security of others. In addition to seminars, information is disseminated to students and employees through safety awareness , videos, and safety/security information on the university's website.

Mutual Aid

Southeastern Louisiana University's Police Department enjoys positive working relationships with the Baton Rouge Police Department, East Baton Rouge Parish Sheriff's Office, Hammond City Police Department, Livingston Parish Sheriff's Office, St. Tammany Parish Sheriff's Office, Tangipahoa Parish Sheriff's Office, Troop A, Louisiana State Police, Troop L, Louisiana State Police, 21st Judicial District Attorney's Office, and Walker City Police

Department. The University Police Department maintains liaison with these law enforcement agencies to ensure the monitoring and recording of criminal activity which may involve students at off-campus locations. Each year, the Director of University Police or a designee forwards letters to the Chief, Sheriff, or other Director of these agencies asking for statistic information regarding crimes or emergencies reported to them that occurred within the geographical area mandated to be reported. The University Police Department does not have any written mutual aid agreement with any law enforcement agencies in the Baton Rouge area.

Access to Campus Facilities

The campus, buildings and facilities of the university are restricted to students, faculty, administrators, staff, and guests of the university, except when part or all of the campus, its buildings or facilities are open to the general public for a designated time or purpose, or when used by non-affiliated groups, organizations or individuals that have been granted or approved by authorized university officials.

The Southeastern Louisiana University is part of the city of Baton Rouge and, as such, is open to the public. The academic and administrative buildings are open to the public, at a minimum, during normal business hours.

University police officers patrol the building on a regular basis. For information about the access protocol for the nursing campus and/or building contact the University Police Department at (225)765-2324.

The main entrances to the Baton Rouge nursing building are to be open to students, faculty, administrators, staff, and guests of the university during normal operating hours. All university buildings and facilities will be locked when they are not open for general use by those who are authorized or permitted to use them. When a university building or facility is not open for general use and is locked, entry to the building or facility may be controlled or limited by the University Police Department. Advance authorization by an appropriate university official may be required before an individual is permitted access to a university building or facility when the building or facility is locked and not open for general use.

All employees and students of the university must possess a valid and current university issued identification card at any time when they are on campus or otherwise engaging in university related activities. All persons who are on the university campus or participating in university related

activities must provide adequate photo identification, upon request, to any university official and/or UPD officer. Any person who refuses to provide the requested identification may be asked to leave the campus.

Police officers routinely patrol the campus. The University also has an extensive video surveillance system, 24 hours a day. Additionally, security surveys are conducted upon request, and examine such factors as landscaping, locks, alarms, propped doors, lighting and malfunctioning emergency phones or video surveillance cameras.

Reporting Crime and Other Emergencies

Accurate and Prompt Reporting of Criminal Offenses

The University Police Department (UPD) has procedures in place to allow for and facilitate the reporting of criminal offenses in a manner consistent with the requirements of the *Clery Act*. Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to UPD in a timely manner. When a crime is reported, UPD will dispatch an officer to the appropriate location, conduct a preliminary investigation, and prepare a crime report. When appropriate, UPD will investigate the incident further, UPD will forward crime reports to the Office of Student Conduct for potential Code of Student Conduct violations, or to Human Resources for employee conduct referrals. For any reported crime, if assistance is required from the Baton Rouge City Police Department, UPD will contact them immediately.

The Southeastern Louisiana University Police Department will review reports of alleged criminal activity it receives and either dispatch an officer immediately or refer the report for subsequent investigation, depending upon the nature and seriousness of the offense involved. Individuals reporting an alleged crime should attempt to preserve evidence that might prove the crime was committed. All criminal incidents are investigated by Southeastern Louisiana University Police Department. Responses include, but are not limited to:

1. immediate response to emergencies through dispatch of one or more officers;
2. investigation of reports in accordance with Southeastern Louisiana University Police Department procedure;
3. arrest and filing of charges, depending upon the circumstances of the incident;

4. referring alleged offenders to appropriate campus agencies, such as the Office of Student Conduct; and/or
5. issuing "timely warnings" of crimes that represent a threat to the campus community.

Individuals may report alleged criminal actions (including sex offenses) or emergencies that occur on the campus of the University through any of the following means:



Contact any of the following authorities, 24 hours a day



Method	Contact
Dial 911	Report emergencies or non-emergency criminal violations from a public area, university building or cell phone
(225) 765-2324 or (225)765-0467	Report non-emergency requests for Southeastern Louisiana University police services or information
Off-Campus Police Departments	(225) 389-2000 Baton Rouge Police Department (225) 389-5000 East Baton Rouge Sheriff's Office
In Person	Contact a Southeastern Louisiana University police officer:
Online	Email: police@selu.edu
Anonymous Reporting	Report information about a crime anonymously at: http://www.southeastern.edu/admin/police/anonymous_reporting/index.html

Campus Security Authorities

The following are defined by the Jeanne Clery Act as Campus Security Authorities.

- Campus Police Department and security personnel.
- Individuals with Campus Security Responsibility: Any individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department, such as an individual who is responsible for monitoring entrance into

institutional property. Examples of this category are: parking enforcement staff and event security staff.

- **Individuals Designated by the Campus:** Any individual or organization specified in an institution's statement of campus security policy as one to which students and employees should report criminal offenses. Examples might include: Student Affairs and Academic Advisors.
- **Officials with Significant Responsibility for Student and Campus Activities:** An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, athletic coaches and personnel involved in student discipline and campus judicial proceedings.

What are Campus Security Authorities required to do?

CSAs are responsible for reporting all those allegations of crimes specified in the Clery Act that are reported to them, and that they conclude were made in good faith, to the University Police Department. The crimes specified in the Clery Act are murder/non-negligent manslaughter, negligent manslaughter, forcible and non-forcible sex offenses, stalking, domestic violence, dating violence, robbery, aggravated assault, burglary, motor vehicle theft, and arson. If there is evidence that the perpetrator was motivated by bias, then simple assault, larceny (theft), intimidation, and vandalism must be reported as well (please see the definitions provided below). Timely submission of reports by CSAs is very important. If a crime is reported to a CSA, but goes no farther than that, Southeastern Louisiana University will be unable to fully meet its obligations under the law. Moreover, the campus community may lack information that could help increase safety awareness. Report a Crime Anonymously at: http://www.southeastern.edu/admin/police/anonymous_reporting/index.html

Pastoral & Professional Counselors

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors", when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. They are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary and confidential basis for inclusion into the annual crime statistics.

The University defines counselors as:

Pastoral Counselor: An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

Voluntary Confidential & Anonymous Reporting

Occasionally, victims of crime wish to report a crime but do not want to give their name and/or do not want to pursue action through the criminal justice or university judicial systems. As allowed by the Clery Act, pastoral and professional counselors who receive confidential reports are not required to report these crimes to the University Police Department for inclusion into the annual disclosure of crime statistics or for the purpose of a timely warning. Please see previous section for descriptions of these positions.

Certain other university departments may accept confidential reports from a victim. The Clery Act, however, requires these departments to report the crime to the University Police Department. This reporting allows the university to maintain accurate records on the number of incidents, determine if there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community of an ongoing threat if needed. The University Police Department will investigate crime that is reported to them.

Individuals may also report incidents or information anonymously at the University Police Department website through the Anonymous Reporting form. The form is also designed to provide the UPD with crime tips, along with reports in which complete anonymity is desired. The purpose of both a voluntary confidential or anonymous report is to comply with your wish to keep your identity anonymous, while taking steps to ensure the future safety of yourself and others.

The Anonymous Reporting form can be found online at http://www.southeastern.edu/admin/police/anonymous_reporting/index.html

Timely Warnings and Reporting Criminal Actions

Reporting criminal actions and timely warnings refers to policies, procedures and facilities for reporting criminal actions or other emergencies occurring on campus, and the University's response to such reports. The current campus policy for making timely reports to members of the campus community is as follows:

The UPD has a responsibility to provide timely warnings about reported crimes to the campus community in a manner that will aid in the prevention of similar crimes.

The Decision to Issue a Timely Warning:

1. A warning must be issued when both of the following conditions are met:
 - (a) arson, aggravated assault, criminal homicide, robbery, sex offenses, illegal weapons possession, burglary, motor vehicle theft, or any crime determined to be a hate crime is reported to UPD or other campus security authorities, and
 - (b) the crime is considered by the University to represent a continuing threat to students or employees.
2. A warning may be issued regarding other crimes as deemed necessary by UPD.
3. The Director of University Police, or his designee, is responsible for making the decision whether a timely warning will be issued.

The Southeastern Louisiana University Police Department is responsible for issuing timely warnings in compliance with the Jeanne Clery Act, 20 U.S.C. 1092(f). Timely warnings will be issued in response to reported crimes committed either on campus or, in some cases, off campus that, in the judgment of the University, constitute an ongoing or continuing threat to students and employees.

The Director of University Police or a designee will develop timely notices for the University Community to notify members of the community about serious crimes against people that occur on campus, where it is determined that the incident may pose an ongoing threat to members of the University community. Timely Warning Notices are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications; arson, criminal homicide, and robbery. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by the University Police. For example, if an assault occurs between

two students who have a disagreement, there may be no on-going threat to other University community members, therefore; a Timely Warning Notice would not be distributed. Sexual Assaults are considered on a case by case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the University Police Department. Timely Warning Notices may be distributed for other crimes as determined necessary by the Director of University Police or his designee in his or her absence.

In an effort to provide timely notice to the University community, and in the event of a serious incident which may pose an on-going threat to members of the University community, a blast email Timely Warning Notice is sent to all students and employees on campus. The alerts are generally written by the Director of University Police or a designee and they are approved and distributed to the community by UPD personnel. Updates to the University community about any particular case resulting in a Timely Warning Notice may be distributed via blast email, may be posted on the Police web site or may be shared with the student newspaper *The Lions Roar* for a follow-up story. Timely Warning Notice posters may also be posted by University Police in campus buildings when deemed necessary. When Timely Warning Notice are posted in campus buildings, they are printed on orange paper and posted in the lobby/entrance area of the affected building(s) for seven days. The University policy concerning Timely Warnings can be found at: http://www.southeastern.edu/admin/police/timely_warning/index.html

Daily Crime & Fire Log

The Southeastern Louisiana University's policy is to comply with the *Clergy Act*. As a component of compliance, the Daily Crime & Fire Log is written and updated on a daily basis by UPD personnel, and contains information regarding crimes, fires and other major incidents reported at Southeastern Louisiana University. The most recent 60 days are available for public inspection at any time in person at University Police Department in Pride Hall, or online at

http://www.southeastern.edu/admin/police/daily_crime_log/index.html .

Archived logs are available upon request within two business days.

Emergency Response, Notification and Evacuation Procedures

EVERBRIDGE is Southeastern Louisiana University's emergency notification system that gives the university the ability to communicate health and emergency information by SMS text/voice/email messages. Southeastern Louisiana University will use the system only to provide official notification of critical emergencies (i.e., situations that pose an imminent threat to the community). Immediate (Emergency) Notifications will be issued for all incidents occurring on campus that, in the judgment of the University, constitute an immediate threat to the health and safety of the campus community. Anyone with information believed to warrant immediate notification should promptly report the circumstances to University Police Baton Rouge Campus at (225)765-2324 or at the Main Campus by phone at (985) 549-2222, or in person at the Nursing Building.

While all students and employees are automatically registered with the system through their e-mail accounts, cell phone text and voice messages can only be sent to those who sign up – or “opt-in” – for the service. To “opt-in”, visit the link at the bottom of any Southeastern web page or at www.alertregistration.com/southeastern/.

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, the emergency notification system will be activated by consultation between the Director of University Police or designee and the Vice President of Student Affairs and/or Vice President For Administration and Finance. It is the policy of Southeastern Louisiana University to notify the campus community of an emergency, via the EVERBRIDGE Emergency Notification System. Upon authorization to issue a EVERBRIDGE alert, the Director of University Police, VP Finance and Administration, or their designee without delay, and taking into account the safety of the community, determines the content of the notification and initiates the notification system; unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. The Southeastern Louisiana University Police Department may receive such information from entities including, but not limited to: law enforcement, fire department, National Weather Service, or personnel from Environmental Health and Safety.

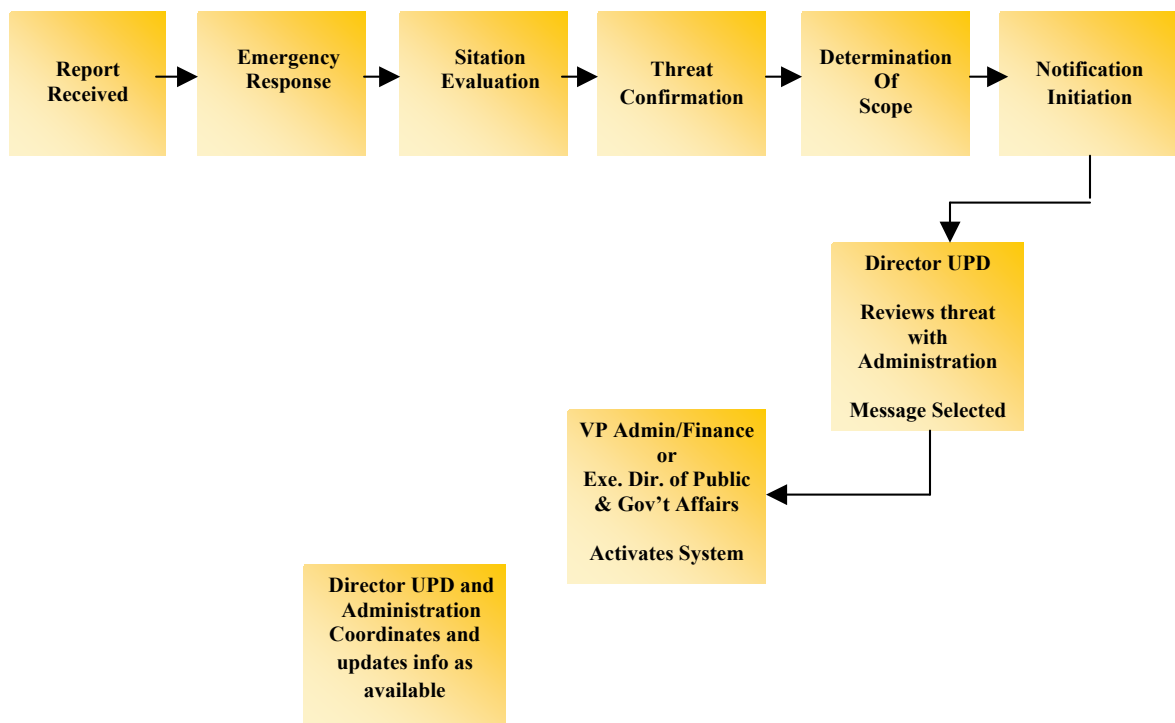
Personnel authorized to issue a EVERBRIDGE alert are: the University President, Vice President for Finance and Administration, Executive Director of Public and Governmental Affairs, and the Director of University Police. The EVERBRIDGE emergency notification system does not replace the

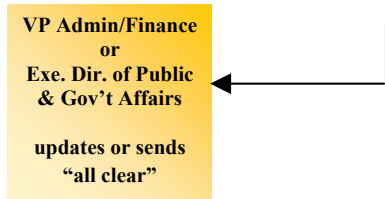
Crime Alerts (Timely Warning) requirement. They differ in that the Time Warning requirement applies only to Clery reportable crimes, while the emergency notification system addresses a much wider range of threats (i.e. gas leaks, tornadoes, active shooter, etc.).

The EVERBRIDGE system is designed for Southeastern Louisiana University students, faculty and staff. Non-university individuals that would like to receive emergency warning notifications from Southeastern Louisiana University can follow our emergency Twitter feed at:

<http://twitter.com/Southeastern>. This Twitter page automatically updates when university officials have sent a UNILERT message. When possible, other notification methods may include campus-wide emails, physical postings on doors and bulletin boards, and the DPS website and the University website. The Office of Public Information will also coordinate, as appropriate and necessary, with local media to provide current and timely information for campus emergencies.

The below diagram represents the general procedure followed in the notification process.





Provision of Information to the General Public

In the event that a crisis occurs on University property, the Office of Public Information will be notified as soon as possible. As chief spokesperson for the university, Public Information will ultimately be responsible for communication efforts that relate to the crisis. As such, Public Information will coordinate communications efforts as appropriate with the university and/or other governmental agencies that may be involved in the crisis event. Public Information will disseminate press releases, respond to media inquiries, produce radio and television announcements, maintain/update the university web site, provide logistics and support for press conferences, and serve in supporting other forms of communications as needed. In case of an emergency, the Southeastern Louisiana University main web site will be updated with current information pertaining to the incident.

Annual Notification & Testing of Emergency Response Procedures

The University will, on an annual basis, inform the campus community of various emergency response procedures and notify the campus community of planned activations of emergency response systems. Planned activations will be disseminated to the entire campus community by any or all of the following methods: mass email and UPD website announcements. Records for each emergency response and evacuation test will be maintained including information such as the description, time and date of the test, and whether the test was announced or unannounced. Southeastern reviews its emergency notification systems, emergency response, and evacuation procedures at least once each year. These procedures are publicly available through the Office of Safety and Hazardous Materials Management (985-549-2157), located in Range Hall on Virginia Avenue.

Fire Safety

Reporting a Fire on Campus

Any community member who discovers a fire or other burning on the main campus should immediately contact University Police at (225) 765-2324. UPD will then notify the Baton Rouge Fire Department and guide them quickly to the location of the fire. If a community member finds evidence of a fire that has been extinguished, they should also immediately contact UPD at (985) 765-2324 to ensure UPD is aware of and has responded to and documented the incident.

Fire Safety Systems

Fire alarms or smoke detectors are installed in every campus building and alert the occupants of potential hazards when activated. These alarms are connected to control panels that are monitored 24/7. Upon activation of a fire alarm, indicated by an audible siren, community members must immediately evacuate to their building's predetermined evacuation area, exiting through stairwells not elevators. Community members should not reenter any building unless authorized to do so by the Hammond Fire Department or UPD personnel.

Since every building is unique, specific evacuation procedures are in place and posted and/or discussed throughout the year. Fire Safety emergency procedures are communicated through new student orientation meetings and by placards detailing evacuation procedures and locations. New employees receive training and instructions on fire safety and evacuation procedures for their unique workplace during their orientations. Employees are also notified of the contact person responsible for overseeing the safety of building occupants in the event of an evacuation or emergency. General evacuation procedures are included in the section of this publication titled "Emergency Preparedness/Response Guides."

All individuals are expected to follow fire evacuation procedures, regardless of the nature of the alarm (legitimate or false activation). Failure to follow fire evacuation procedures may result in disciplinary action and fines. At this time, there are no planned or necessary fire safety improvements.

Notification for Missing Students

If a member of the university community has reason to believe that a student is missing that individual should contact the University's Police Department at (225) 765-2324. UPD will collaborate with the Division of

Student Affairs, other university officials, and/or the appropriate law enforcement agency to make an effort to locate the student and determine his or her state of health and well-being. Police will gather pertinent information about the student from the reporting person or others. Such information may include but is not limited to the student's description, cellular phone number, clothes last worn, vehicle description, information about the student's health or well-being, or an up-to-date photograph. The student's contact information will be registered confidentially, and the information will be accessible only to authorized University officials and law enforcement and it may not be disclosed outside of the missing person investigation.

University officials also will endeavor to determine the student's whereabouts by contacting friends, associates, faculty members, and/or employers of the student, and/or determining whether the student has been attending classes, scheduled organizational or academic meetings, and work. If the student resides off-campus, UPD may enlist the aid of the neighboring police agency having jurisdiction.

For students who live off-campus notices will be made to each of the following individuals within 24 hours of the police department's determination that the student is missing:

- The student's parent or guardian. The university is required by law to notify the student's custodial parent or guardian if the student is under age 18 and is not emancipated at the time he or she is determined to be missing. If the student is age 18 or over, notification may be provided to the student's parent or guardian, in addition to any other person identified as the student's designated emergency contact.
- Local law enforcement personnel.
- The student's designated emergency contact (if any). Students are given the opportunity through the Office of the Registrar to designate an individual to be contacted by the university if the student is determined to be missing or otherwise in the case of an emergency. The designation will remain in effect until changed or revoked by the student. The contact information will be confidential and will be accessible only to authorized university officials or law enforcement personnel.

After the student has been located, University Police will attempt to verify the student's state of health, well-being, and intention of returning to campus. When and where appropriate, a referral may be made to the Counseling Center and/or a community provider.

Theft Prevention

Although the statistical reporting of theft offenses is not required by the Clery Act, our department believes the university community should be aware of and guard against the theft of their property.

It is important for all of us to understand our role in the reduction of crime. A conceptual aid often employed by crime prevention practitioners is referred to as the Crime Triangle. For any crime to occur three elements must be present: desire, ability and opportunity.



Members of the university community easily recognize there is little that can be done to control the criminal's ability and desire. The university community's greatest strength in the prevention of crime is our initiative to reduce or eliminate the opportunity for a crime to occur.

Protect Your Property

- By being more aware and observant during your daily activities. If you feel the actions of a person appear suspicious, take the time to notify the police. We would much rather receive the call and determine later there was no problem, than to not be informed when a crime is being committed.
- By being an active participant in "Operation Identification," you can record the make, model, and serial number of your property. Also, engrave your driver's license number with the prefix from the state of issuance. Once you have gathered this information, secure it in a safe place so that if you are victimized, this information can be entered in the state and national database of stolen property. The

Southeastern Louisiana University Police Department can assist you in the engraving of your property.

- By closing and locking your door when you leave your residence hall room or office.
- By not leaving your property (backpacks, textbooks, purses etc.) unattended and unsecured in the hallway while attending class or other activity.
- By not leaving property unsecured in your office or cubicle. Secure your valuables in a locked desk or cabinet while out of the office.
- By promptly reporting the presence of strangers in buildings and residence halls. Do not disable or prop open card reader doors or allow strangers to follow you into buildings and residence halls.
- By not leaving your property unattended and unsecured in dining facilities or in one of the libraries.
- By not leaving your property unattended beside the court or along the sidelines during your participation in activities in a recreational facility or on a sports field.
- By promptly reporting and cancelling your lost or stolen aggie bucks card, credit cards and debit cards to prevent unauthorized use.
- By not leaving your laptop computers or other computer handheld devices unattended or unsecured.
- By not leaving your property in plain view in your parked vehicle. Remove and store the items securely in the trunk or remove it for safekeeping

These are examples of activities that have helped deter the opportunistic thief from taking advantage of you.

Sexual Assault, Sexual Exploitation, Domestic Violence, Dating Violence, and Stalking Reporting and Response Protocols

Standards of Conduct

All students, faculty and staff at Southeastern Louisiana University are responsible for being familiar with and abiding by the standards of conduct set forth in these Reporting and Response Protocols and the Code of Student Conduct.

Sexual assault and sexual exploitation in all forms violate the sanctity of the human body and spirit and will not be tolerated within the Southeastern Louisiana University community. In addition, these behaviors are serious violations of university policy and the Student Code of Student Conduct, and also violate the law.

Through these Reporting and Response Protocols, the Southeastern Louisiana University seeks to provide a consistent, caring and timely response in cases when sexual assault, dating violence, domestic violence, stalking, or sexual exploitation have occurred or are alleged to have occurred, regardless of whether the incident took place on or off campus. These Reporting and Response Procedures aim to:

- Outline the steps the University will take to immediately and effectively respond and investigate incidents of sexual assault, dating violence, domestic violence, stalking, and sexual exploitation.
- Take prompt and effective steps to end the sexual assault, dating violence, domestic violence, stalking, and/or exploitation, prevent its recurrence, address its effects (whether or not the sexual violence is the subject of a criminal investigation), and determine the need to notify appropriate law enforcement authorities.
- Protect the complainant as appropriate and facilitate the recovery from sexual assault, dating violence, domestic violence, stalking, and/or exploitation by providing prompt and compassionate support and professional services.
- Create a campus environment that expedites and encourages the reporting of sexual assault, dating violence, domestic violence, stalking, and/or exploitation and clearly outlines the steps to file such reports.

- Facilitate the apprehension of the accused when sexual assaults, dating violence, domestic violence, stalking, and/or acts of sexual exploitation are committed or alleged to have been committed.
- Promptly and equitably administer cases involving students or employees through either the campus conduct process or other relevant university processes.
- Establish and cultivate community involvement in awareness and prevention of sexual assault and exploitation, dating violence, domestic violence, and stalking.

The information outlined in these protocols can assist a person in learning how to access a full range of on and off-campus services available. The university also prohibits and does not tolerate sexual harassment or discrimination

Key Definitions

“Sexual assault” is any unwanted physical contact of a sexual nature that occurs either without the consent of each participant or when a participant is unable to give consent freely. Physical contact of a sexual nature includes, but is not limited to, touching or attempted touching of another person’s breasts, buttocks, inner thighs, groin, or genitalia, either directly or indirectly, or sexual penetration (however slight) of another person’s oral, anal or genital opening. Sexual assault includes, but is not limited to, rape, sodomy, oral copulation, sexual battery, sexual penetration with an object, forcible fondling (e.g. unwanted touching or kissing for purposes of sexual gratification), or threat of sexual assault. Sexual assault can occur either forcibly and/or against a person’s will, or when a person is unable to give consent freely.

“Sexual exploitation” is sexual misconduct that occurs when a person takes unjust or abusive sexual advantage of another for his or her own advantage or benefit or for the benefit or advantage of anyone other than the exploited party; and that behavior does not otherwise constitute sexual assault. Examples of sexual exploitation include, but are not limited to, videotaping or photographing of any type (webcam, camera, Internet exposure, etc.) without knowledge and consent of all persons; prostituting another person; knowingly transmitting HIV or a sexually transmitted disease to an unknowing person or to a person who has not consented to

the risk; or inducing incapacitation with the intent to commit sexual assault, without regard to whether sexual activity actually takes place.

“Dating Violence” is violence committed by a person who is or has been in a relationship of romantic or intimate nature. The existence of such a relationship shall be determined based on the following factors: (1) length of the relationship, (2) type of relationship, and (3) the frequency of interactions.

“Domestic Violence” includes felony or misdemeanor crimes of violence by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic and family laws of the State of Texas.

“Stalking” means engaging in conduct directed at a specific person that would cause a reasonable person to fear his or her safety or the safety of others or suffer substantial emotional distress.

“Consent” is an affirmative decision to engage in mutually acceptable sexual activity given by clear actions or words. It is an informed decision made freely and actively by all parties. It is incumbent upon each participant to either obtain or give consent prior to any sexual activity. If at any time during the sexual interaction any confusion or ambiguity should arise on the issue of consent, it is incumbent upon each individual involved in the activity to stop and clarify verbally the other’s willingness to continue. Furthermore, a current or previous dating or sexual relationship is not sufficient to constitute consent, and consent to one form of sexual activity does not imply consent to other forms of sexual activity. Being intoxicated does not diminish one’s responsibility to obtain consent. A person cannot give consent if he or she (1) is a minor (under age 18); (2) has a mental disorder or developmental or physical disability that renders him or her incapable of giving consent; (3) is unconscious; or (4) is incapacitated from alcohol or other drugs, and this condition was known or reasonably should have been known to the accused.

Even though the definitions provided in these protocols are similar to those contained in applicable criminal laws, the definitions are specific to the Southeastern Louisiana University. However, an act that might not violate or be prosecuted under applicable criminal laws may still violate these standards and protocols, university policy, and the Student Code of Conduct

Sexual Assault Prevention

It is the policy of Southeastern Louisiana University to strive to maintain an environment that is free from intimidation and one in which students may be educated to their fullest potential. The University should foster an understanding of difference and encourage discussion regarding ethical and moral issues that form the basis of a humane social order. Therefore, the University will not tolerate physical abuse, threats of violence, physical assault, or any form of sexual assault, including but not limited to acquaintance or date rape, domestic violence, dating violence, or stalking. A student who individually, or in concert with others, initiates or perpetuates a sexual assault, including but not limited to abuse of, threats against, or the unwanted touching of an intimate area of any other student, act of domestic or dating violence or stalking is subject to disciplinary action by the University, notwithstanding any action that may or may not be taken by the civil authorities. In addition to incidents that occur on the University campus, the University may take disciplinary action in response to incidents that take place during official functions of the University, or those sponsored by registered student organizations, or incidents that have a substantial connection to the interests of the University regardless of the location in which they occur.

The fact that the student accused of sexual assault, domestic violence, dating violence, or stalking, was under the influence of drugs or alcohol at the time of the assault will not diminish the student's responsibility for a violation of the *Student Code of Conduct*, nor shall being under the influence of alcohol or drugs be construed as an invitation to or as implied consent for unwanted sexual advances.

Prevention Awareness Programs. Southeastern Louisiana University offers many programs designed to inform students and employees about campus security procedures and practices. A common theme of all awareness and crime prevention programs is to encourage students and employees to be responsible for their own safety and for the safety of others on campus. Crime Prevention Programs on personal safety and security are sponsored by various campus organizations throughout the year. The programs, such as safety education forums, programs and discussions about topics such as alcohol abuse, domestic violence, self-defense, fire safety, emergency response and evacuation procedures, sexual assault prevention, and theft prevention. The University Police, Division of Student Affairs, Residential Life, and a Title IX Coordinator, participate in forums and

programs in residence halls to explain university security, public safety, and fire safety measures and procedures at Southeastern with all incoming students and their parents in June-August during summer orientation. The Office of Safety and Hazardous Materials conducts monthly safety meetings. University provides “Rape Aggression Defense” classes each semester. Members of the UPD conduct crime prevention and general security and safety awareness presentations throughout the school year. The presentations are typically requested by various campus groups, including students and employees of the university. University police organizes and sets up crime prevention and education display tables at various locations throughout the year. This provides an opportunity for the staff to hand out safety-related information, as well as to answer individual questions. In addition, information is disseminated to students and employees through general safety brochures, fliers, displays, videos, articles, and advertisements in student newspapers.

Privacy of Information

When sexual assault and/or sexual exploitation, domestic violence, dating violence, or stalking are reported or identified, the university will take reasonable steps to preserve an individual's privacy and protect the confidentiality of information while promptly investigating and responding. The degree to which confidentiality can be protected, however, depends upon the professional role of the person being consulted. The law will govern the extent to which the university and its employees may or must disclose information concerning a complaint of a sexual assault and/or sexual exploitation, dating violence, domestic violence, or stalking or knowledge of an occurrence. The University will promptly investigate and take appropriate action when it receives information suggesting that an incident of sexual assault or sexual exploitation or dating violence, domestic violence, or stalking has occurred, regardless of whether a formal complaint has been filed.

What to do Following a Sexual Assault or an Incident of Sexual Exploitation, Domestic Violence, Dating Violence, or Stalking.

A member of the Southeastern Louisiana University community who has been sexually assaulted or has been exposed to any form of sexual exploitation or has been victimized by domestic violence, dating violence, or stalking, is strongly encouraged to make a report to activate the appropriate

response and support, as soon as possible, at any time of the day or night to the University Police Department (985) 549-2222 and/or to law enforcement by calling 911. Students may also contact the Office of Student Conduct at (985) 549-2213.

When a sexual assault victim contacts the University Police Department, the Director of the University Counseling Center also will be notified. University counseling staff will guide the victim through the available options and support the victim in his/her decisions. The victim also will be encouraged to access the counseling services offered through the University Counseling Center at (985) 549-3894. Their on-campus contact information can be found at <http://www.southeastern.edu/admin/counseling>.

The university will promptly investigate and take appropriate steps to resolve any complaints of sexual assault exploitation, dating violence, domestic violence, or stalking as defined above. In addition, with the assistance of University counselor, a complainant will:

1. Review options to ensure safety, accessing ongoing support and professional Services.
2. Receive assistance if needed to notify family and/or friends.
3. Receive assistance in making a report to the University Police Department and learn about the University's investigation and adjudication process.
4. Receive information about his or her right to file a criminal complaint.
5. Receive information about Southeastern's policies and Title IX Coordinator.
 - If you have questions or concerns and would like a confidential consultation to explore options, contact the Counseling Center (985) 549-3894; After hours contact UPD (985) 549-2222) and they will notify a counselor; Title IX Coordinator at (985) 549-5888.

To receive assistance outside of Southeastern Louisiana University, you can contact the Office of the District Attorney, 21st Judicial District who maintains a Victim's Assistance Program. Any victim of sexual assault is encouraged to call the toll-free 24-hour Rape Crisis Hotline at 1-877-748-6882. This is an anonymous call. Rape, Abuse, and Incest National Network (RAINN) maintains a national hotline for Rape Crisis at 1-800-656-HOPE (4673). Any victim of sexual assault may also call this toll-free, 24-hour hotline. This is a confidential service.

The decision to report or not has emotional, psychological, economic and social consequences. You must make the decision that best enables you to

resume a healthy and productive life. We encourage you to report any sexual assault, sexual exploitation, dating violence, domestic violence, or stalking to access the range of supports and options available to help you.

Procedures to Address Incidents

The university has established specific procedures to address incidents involving sexual assault, domestic violence, dating violence and stalking. These procedures involve consultation, administrative review and formal hearing and will be conducted in a prompt, fair and impartial manner by individuals who are trained for these tasks and understand the difficult and sensitive issues involved.

Consultation. Any member of the university community may request a consultation regarding the incident by contacting the Title IX Coordinator. 985-549-5888, gpregeant@selu.edu. The consultation will be conducted in the manner described for incidents involving alleged sexual harassment, as set forth in the university's Sexual Harassment and Sexual Violence Policy. http://www2.southeastern.edu/documents/policies/empl/p2_domestic_violence.pdf. During the consultation the individual will have an opportunity to ask questions, obtain information about reporting incidents, filing criminal charges, obtaining interim relief, seeking disciplinary action, and obtaining counseling, victim advocacy, health and mental health assistance and other services on campus and in the community.

Administrative Review. Any member of the university community who believes that he or she has been subjected to sexual assault, domestic violence, dating violence and/stalking by a university employee, student, or third party in connection with any university program or activity, whether on campus or off campus, may file a complaint against that person. Complaints by students against other students must be filed with the office of Student Conduct. 985-549-2213, studentconduct@selu.edu. All complaints will be carefully investigated and complainants and respondents will be provided with similar and timely opportunities to identify witnesses, provide evidence, and be accompanied by an advisor of their choice in any meetings or proceedings they attend relating to it.

Formal Hearing. Following administrative review, an effort will be made to resolve the complaint informally. If the matter is not resolved, a formal hearing may be initiated. When both the complainant and the respondent are students, and if Office of Student Conduct charges the respondent with

violating the “Code of Student Conduct”, disciplinary proceedings will be commenced against that student according to the hearing procedures. In all cases the parties will have the same opportunities to have an advisor present, receive simultaneous written notice of the results, and have an opportunity to appeal the outcome. In all cases the standard of proof will be the preponderance of the evidence.

Sanctions. Any university student or member of the faculty or staff who violates the prohibitions of the Sexual Violence or Domestic Violence Policy will be subject to disciplinary action ranging from reprimand or probation to dismissal, suspension, or expulsion. Any guest or visitor to the university who does so may be barred from entering any university campus or other property and from participating in any university programs and activities. Possible protective measures following a finding of violation may include, without limitation, no contact orders and charges in housing, academic, transportation or work arrangements. In imposing sanctions, the university may consider significant aggravating or mitigating factors. Relevant factors include without limitation, prior disciplinary or criminal record or the person found in violation, as well as the nature of the offense and the extent of any damage, injury or harm resulting from it.

Confidentiality. In cases involving allegations of sexual assault, domestic violence, dating violence and/or stalking, complainants may request that their names be kept confidential during an initial consultation or the university’s investigation. The Title IX Coordinator will decide whether to accommodate such requests, but will inform the complainant that doing so will not be possible, if, in the judgment of the Title IX Coordinator, and under the particular circumstances involved, it would prevent the university from providing a safe and nondiscriminatory environment for the complainant and other members of the campus community. In such cases the Title IX Coordinator will notify the complainant before disclosing his or her name to the respondent or other persons. Complainants may renew requests for confidentiality during formal hearing on their complaints, but in such cases will be told that the university’s ability to proceed with hearing may be limited as a result.

If an individual requests confidentiality, and the Title IX Coordinator is not able to accommodate that request, and thereafter that individual asks the university to inform the accused person that he or she asked the university not to investigate or seek discipline, the university will honor this request and inform the accused person that the decision to go forward was made by the university itself.

Prevention and Awareness. In addition to its ongoing efforts to eliminate, address and prevent rape, acquaintance rape and other forms of sexual violence on its campuses and in connection with its programs and activities, the university will include in its student, staff, and faculty orientation programs information on prevention and awareness relating to dating violence, domestic violence, and stalking. Programs will explain the university's policy prohibiting these types of conduct, provide definitions of prohibited conduct and consent in reference to sexual activity, and offer information about safe and positive options for bystander intervention, risk reduction to recognize abusive behavior and avoid potential attacks, criminal reporting options and reporting to campus authorities, campus disciplinary actions, and possible rights regarding orders of protection, no contact orders, restraining orders, or similar court orders. The university will also conduct ongoing prevention and awareness campaigns for student, staff, and faculty on issues related to domestic violence, dating violence and stalking.

Options for Survivors of Sexual Assault, Dating Violence, or Domestic Violence

Police and Medical. A student who experiences any form of sexual assault or sexual coercion or dating or domestic violence is encouraged to seek medical care immediately. People at least 18 years of age can have a physical exam to preserve evidence of the assault with or without involving the police. *Reporting an assault to law enforcement does not mean that the case will automatically go to criminal trial or to a University disciplinary hearing.*

The Sexual Assault Nurse Examiner (SANE) Program provides a forensic exam, medical screening, testing and support. Under the SANE Program, the survivor can have the forensic exam conducted up to seven days after the assault. The survivor also does not have to pay for the exam or any medications she/he will receive. Lastly, though it is encouraged, the survivor does not have to file a police report or press charges. Both law enforcement and the Rape Crisis Center can identify the current SANE hospital. The survivor has 30 days to decide whether to prosecute.

Reporting Options

It is a personal decision whether to report a rape or sexual assault to police, but survivors are strongly encouraged to do so. The primary concern of the police is your safety and well-being; their second and third concerns are apprehending the assailant and preserving the evidence of the crime.

Counseling Resources/Services

It is important to keep in mind the resources available off-campus, since some survivors may not want to go to the Student Health Center on the University's main campus or may need assistance after-hours. All contact numbers are listed below.

Mental Health Service- Main Campus

Provides individual and group counseling. Students who are full-time or have paid the student health fee, visits to a counselor are free.

Mental Health Service (985)549-3894

The Rape Crisis Center

Provides hospital accompaniment for forensic exam, crisis hotline support, legal advocacy assistance and individual and group counseling.

Rape Crisis Center Office 225-389-3456

Crisis Hotline (24hr) 225-383-7273

Battered Women's Program

Provides crisis hotline, safety planning, safe housing, and/or protective order assistance for women in abusive relationships.

Battered Women's Program (24hr) 225-389-3001

State-wide Hotline 1-800-541-9706

After-Hours Counseling Services/ 24 Hour Hotlines

The Rape Crisis Center 225-383-RAPE (225-383-7273)

The Battered Women's Program 225-389-3001

The Phone 225-924-LSU1 (225-924-5781)

If the police are notified, a uniformed officer will be sent to the scene to take a detailed statement. A ride to the hospital can be provided by the police department. Survivors who want to have evidence collected and who choose not to call the police can

A. Evidence

- Do what you can to **preserve evidence**. If you preserve evidence, you will have it available if you decide to report to law enforcement.
 - ✓ Resist the urge to change clothes or shower, if you can.
 - ✓ If you change clothes, place each garment in a separate paper bag.
- **Medical - Legal Evidence Collection (SANE Exam)**: A person who has experienced a sexual assault (particularly rape, forcible oral copulation, or sodomy) is encouraged to request collection of medical-legal evidence. Collection of evidence entails interaction with police, a police report and interaction with the Prompt collection of physical evidence through an exam is essential should a person later decide to pursue criminal prosecution and/or a civil action.
- **In cases of Sexual Exploitation** such as those involving the posting or distribution of pictures or videos taken without your consent or without permission for distribution, try to preserve any evidence you may have (e.g., pictures, texts, social media posts or videos).

B. Medical Treatment: A person who has experienced a sexual assault is urged to seek appropriate medical evaluation as promptly as possible. For life-threatening conditions, call 911 or go to the nearest hospital Emergency Room, if you need assistance getting there during normal business hours call the University Police officer at (225) 765-2324.

c. Obtaining Information, Support and Counseling: A person who has experienced, who has knowledge of, or has been affected by another person's sexual assault, is strongly encouraged to obtain information, support and counseling. A variety of agencies, both on and off campus, can help a person decide what steps to take, such as seeking medical attention, preserving evidence, obtaining counseling or reporting to authorities. Information, support and advice are available for anyone who wishes to discuss issues related to sexual assault and/or incidents of sexual exploitation. As stated above, the degree to which confidentiality can be protected depends upon the

professional role of the person being consulted and should be addressed with that person before specific facts are disclosed. For more information, please contact the Louisiana Foundation Against Sexual Assault (www.lafasa.org) (225) 372-8995, the University Counseling Center (985-549-3894), or the Title IX Coordinator at (985) 549-5888.

d. Making an Anonymous Report.

To the Police -You may decide to report the crime anonymously. The police will record the date and time of the assault, details of the incident, and any description of the assailant you can give. If you know the assailant's name, it will be recorded. This report may influence the District Attorney's decision whether to prosecute another case if the same assailant has been named in one or more separate complaints. In addition, the police will maintain this information in the event a pattern of crimes by the assailant is detected.

To the university- If you have been sexually assaulted, exposed to any form of sexual exploitation, domestic violence, dating violence, or stalking, and you are not in a position at the University that requires you to report the incident (e.g., witness, partner, friend, family member), the UPD's Anonymous Report Program provides the Southeastern community with a method to anonymously report criminal and suspicious activity to Southeastern La. University Police Department. Anonymously reported incidents are routed to the police administration only. Please note that the Anonymous Report program does not substitute a report for crimes in progress or for crimes that present a continuing threat to the community: in such cases, please dial (225) 765-2324 immediately. Please remember that the more the information the University has, the better able the institution will be to investigate and appropriately respond.

University Disciplinary Action

Any student who has been sexually assaulted by another student or group of students and is considering whether to seek disciplinary action against the assailant(s) should discuss the matter with a representative from the Office of Student Conduct ([985-549-2213](tel:985-549-2213)). That person will explain the university's disciplinary process relating to sexual assault which does not obligate you to pursue official action.

If you decide to take part in the university disciplinary process, you should contact the Office of Student Conduct. All charges are handled in accordance with the procedures relating to violations of the University's Code of Student Conduct. Individuals accused of sexual assault may also be subject to certain interim measures pending the completion of the disciplinary process. Those students found responsible for violating the Code may be suspended or expelled. Students who report sexual assault by another student may request a change in their academic and living situations on campus if such changes are reasonably available. In accordance with federal regulations, both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding and will be informed of the outcome of any campus disciplinary proceeding regarding sexual assault. For more details on these procedures, consult the Student Code of Conduct. The university will disclose to the alleged victim of a crime of violence or non-forcible sex offense, the report on the results of a university disciplinary proceeding against a student who is the alleged perpetrator. If the victim is deceased as a result of such crime or offense, the next of kin of such victim will be treated as the victim if so requested.

Legal Options - A person who engages in a sexual assault may be the subject of criminal prosecution and/or civil litigation. A police report must be made before a criminal prosecution can be considered by the Tangipahoa Parish District Attorney's Office. A person who wishes specific information about legal options should consult a private attorney and/or the office of the Tangipahoa Parish District Attorney.

Institutional Policies

Public Notification of Incidents - As required by state and federal law, the Southeastern Louisiana University Police Department must collect and report annually statistical information concerning sexual assaults and incidents of domestic violation, dating violence, and/or stalking occurring in its jurisdiction. To promote public safety, the Department also alerts the campus community to incidents and trends of immediate community safety concern.

Registered Sex Offender Information

The Southeastern Louisiana University's policy is to comply with the federal Campus Sex Crimes Prevention Act. This legislation requires registered sex

offenders to provide notice to the state “of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student...” Thus, any registered sex offenders who are currently employees, students, or carry on other vocations at Southeastern Louisiana University will be required to notify the State of Louisiana of their status. In addition, such institutions of higher education are required to provide information to their campus community regarding where to obtain law enforcement information concerning such registered sex offenders (Megan’s Law sex offenders). The Office of the Louisiana State Police maintains a website, <http://www.lsp.org/socpr/default.html>, which provides information regarding Megan’s Law and a registered sex offender locator. Please note, however, that it is illegal under Louisiana law to use any disclosed public information to commit a crime against any registrant or to engage in illegal discrimination or harassment against any registrant.

Information about registered sex offenders currently employed, work, teach, volunteer, or attend classes on the campus of Southeastern Louisiana University may be found on the University Police Department’s public web site at http://www.southeastern.edu/admin/police/sex_offenders/index.html

Alcohol, Drug, & Weapons Policies

Alcohol

As an institution interested in the intellectual, physical and psychological well-being of the campus community, Southeastern Louisiana 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. (*Southeastern Louisiana University Student Handbook and campus policies*) The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of law and student rules to possess or consume alcoholic beverages. Consequences could result in criminal charges or arrest by the University Police Department and/or sanctions by the university.

The Division of Student Affairs is committed to promoting responsible decision-making regarding alcohol and drugs through educational programming, resources, and referrals. Services for students are available at the *Office of Student Affairs* (985) 549-5250 / *Office of Disability Services* (985) 549-2247/*University Counseling Center* (985) 549-3498. Services for

employees are available at *University Counseling Center (985) 549-3498; Hammond Addictive Disorders Clinic (985) 543-4070; or Fontainebleau Treatment Center (985) 624-4100.*

Illegal Drugs

Louisiana state law prohibits 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 Louisiana Controlled Substances Statues, including but not limited to opiates, barbiturates, amphetamines, marijuana, and hallucinogens. The possession of drug paraphernalia is also prohibited under Louisiana 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 Louisiana Revised Statues. Alleged violations of this policy may result in criminal charges and will also be adjudicated through University disciplinary procedure. (*Southeastern Louisiana University Student Handbook, Campus Policies*) Southeastern's alcohol policy can be found at:

http://www.southeastern.edu/admin/stu_affairs/handbook/

Weapons

In accordance with Louisiana Revised Statute 14:95.2, it is a felony to intentionally, knowingly or recklessly possesses a firearm, illegal knife or prohibited weapon (with or without a concealed handgun permit pursuant to R.S. 40:1379.1 or R.S. 40:1379.3) on the physical premises of a school or educational institution, to include any buildings or passenger transportation vehicles under the direct control of the educational institution. (*Southeastern Louisiana University Student Handbook, Campus Policies*)

Additional Information Regarding Alcohol

- All students of the Southeastern Louisiana University and their guests and visitors are subject to Louisiana State Law and the Southeastern Louisiana University's alcohol policy regarding possession and consumption of alcohol.
- It is a violation to be in the presence of anyone using a controlled substance (this includes alcohol if it is being consumed illegally).
- Furnishing alcohol to a person under the age of 21 years on university property or at a university sponsored event is prohibited.

- Public display of intoxication while on university property or at a university sponsored event is prohibited. Behavior on campus or at a University sponsored event that is disruptive or destructive as the result of intoxication will subject the offender to corrective action.
- Harm to persons or damage to university property arising from the actions of intoxicated individuals on the premises of the university will be the full and sole responsibility of such individuals.
- Any student who encourages another to consume alcoholic beverages or any substance as a means to induce that individual to engage in behavior that would otherwise be against that person's will is subject to disciplinary action.
- Driving while under the influence of alcohol is prohibited.
- The following services can be provided through the University Counseling Center:
 1. Education and Intervention Training
 2. Evaluation and Assessment
 3. Individual Therapy
 4. Referral to appropriate treatment milieu
 - a. Individual and/or group counseling at the University Counseling Center.
 - b. 12-Step Meetings such as Alcoholics Anonymous or Narcotics Anonymous.
 - c. Inpatient and outpatient chemical dependency treatment referral information available.

Annual Security & Fire Safety Report

All reported incidents that fall into one of the required reporting classifications will be included as a statistic in this publication, which is compiled and published by the University Police Department on a calendar year basis pursuant to the requirements of the *Clery Act* and related legislation. UPD works in cooperation with local law enforcement agencies, campus security authorities, and includes statistical information from anonymous reports submitted to UPD. Additionally, statistical information from voluntary confidential reports is also requested and provided to UPD by Counseling Center and Pastoral Care staff, though they are not required

by law to provide statistics for this compliance document. All crime statistics included in this publication are also submitted by UPD on an annual basis to the Department of Education.

Statistical information for certain non-campus buildings or property, as well as public property immediately adjacent to and accessible from campus are requested and/or collected from Hammond Police Department. By October 1 of each year, the campus community is made aware of the Annual Security & Fire Safety Report by email notification that offers a brief summary of the contents, as well as information on how to view the report via a direct link or obtain a hard copy of the report. This publication is available online at http://www.southeastern.edu/admin/police/annual_security_and_fire_safety_report/index.html to all current and prospective students and staff, or in person at the DPS office, Founders Hall, Room 103 or the police desk at the Fairway Building.

Definitions of Clery Act Offenses (General)

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: 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.

Forcible Rape: The carnal knowledge of a 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 temporary or permanent mental or physical incapacity (or because of his/her youth).

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.

Sex Offenses: Non-Forcible: Unlawful, non-forcible sexual intercourse. Includes only incest and statutory rape.

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.

Dating Violence is violence committed by a person who is or has been in a relationship of romantic or intimate nature. The existence of such a relationship shall be determined based on the following factors: (1) length of the relationship, (2) type of relationship, and (3) the frequency of interactions.

Domestic Violence includes felony or misdemeanor crimes of violence by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic and family laws of the State of Texas.

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

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 a 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 were 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 acts.

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 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, personal property of another, etc.

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.

Ethnicity/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 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.

Additional Hate Crime Definitions: In addition to any of the crimes above, the following acts are now reportable as Hate Crimes, when motivated by prejudice on account of race, gender, religion, sexual orientation, ethnicity, or disability.

Larceny/Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

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

Destruction/Damage/Vandalism of Property (Except "Arson"): To 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.

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.

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 (enzedrines, enzedrine).

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; and all attempts to commit any of the aforementioned activities (Public Intoxication and driving under the influence are not included in this definition).

Reportable Geographic Areas

“On-Campus” is defined as 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. This also includes any building or property that is within or reasonably contiguous to the geographic area 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).

“Dorms/Residential Facilities” for students on campus is a subset of the “On-Campus” category.

“Non-Campus” is defined as 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. This also includes any building or property owned or controlled by a student organization that is officially recognized by the institution.

“Public Property” is defined as all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

CRIME STATISTICS – BATON ROUGE CAMPUS
Criminal Offenses

Type of offense	Year	Locations				Classified as a Hate Crime
		On Campus		Non-Campus	Public Property	
		Residence Hall	Other			
Criminal Homicide						
Murder/non-negligent manslaughter	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0
Negligent manslaughter	2012	0	0	0	0	n/a
	2013	0	0	0	0	n/a
	2014	0	0	0	0	n/a
Sex Offenses						
Forcible sex offenses	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0
Non-forcible sex offenses	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0
Robbery						
	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0
Aggravated assault						

	2012	0	0	0	0	0
	2013	1	0	0	0	1
	2014	0	0	0	0	0
Burglary						
	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0
Motor vehicle theft						
	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0
Arson						
	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0
Stalking						
	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0
Dating Violence						
	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0
Domestic Violence						
	2012	0	0	0	0	0
	2013	0	0	0	0	0
	2014	0	0	0	0	0

For Hate Crime Only – Baton Rouge Campus

		On Campus		Non-Campus	Public Property
		Resident Hall	Other		
Larceny/Theft					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0
Simple Assault					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0
Intimidation					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0
Destruction/Damage/Denial					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0
Total Number of Offenses classified as "Hate Crimes" by Bias Category					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0
	Race	0	0	0	0
	Gender	0	0	0	0
	Religion	0	0	0	0
	Ethnicity	0	0	0	0
	Disability	0	0	0	0
	Sexual Orientation	0	0	0	0

Arrests & Referrals For:

		On-Campus		Non-Campus	Public Property
		Resident Hall	Other		
Drug Law Arrests					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0
Drug Law Violations Referred for Disciplinary Action					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0
Weapons Law Arrests					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0

Weapons Law Violations Referred for Disciplinary Action					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0
Liquor Law Arrests					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0
Liquor Law Violations Referred for Disciplinary Actions					
	2012	0	0	0	0
	2013	0	0	0	0
	2014	0	0	0	0