



University of Jamestown
Annual Security and
Fire Safety Report
Main Campus

6000 College Lane, Jamestown, North Dakota 58405

&

Fargo Campus

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October 2016

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Working with our community to provide a safe place to live, learn, and grow

Thank you for taking the time to read this year's Annual Security Report (ASR). The University of Jamestown, here and after referred to as (UJ) prepares this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. A copy of the report will be mailed to anyone requesting a copy. Anyone may obtain a copy in the offices of Human Resources or the Campus Safety Department. Statistics include alleged criminal offenses reported to the University of Jamestown Campus Safety Department, other law enforcement agencies and other University officials who have "significant responsibility for student and campus activities." The data collected does not necessarily reflect prosecutions or convictions of crimes. This report does include reports of crimes provided by non-police authorities and anonymous reports, neither of which may have been reported to, nor investigated by the University Campus Safety Department. As a result, the statistics cannot be compared to those gathered by the FBI's Uniform Crime Reporting System which only collects reports of crime from local and state law enforcement agencies. The Campus Security Act requires that colleges and universities:

Publish an annual report every year by October 1 that includes three years of campus crime statistics and certain campus security policy statements;
Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus safety, 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";

Implement emergency notification procedures if there is an immediate threat to the health or safety of students or employees on campus;

Provide primary and ongoing prevention and awareness programs on dating violence, domestic violence, sexual assault and stalking to all incoming students and new employees;

Disclose in a public crime log "any crime that occurred on campus or within the patrol jurisdiction of the campus safety department and/or is reported to the campus safety department;"

Maintain a public fire log, which is a report of any fire that occurred in an on campus student housing facility; and

Publish an annual security and fire report.

Campus Safety Department

The mission of the Campus Safety Department is to provide a safe and secure campus environment for all members of the University community. This mission is achieved through active participation of all University members and partnerships with local law enforcement and community partners.

The Campus Safety Department protects and serves the University by providing professional services and actively promoting community involvement through progressive community policing strategies and a commitment to education. The Campus Safety Department is comprised of professional men and women whose purpose is to provide a safe environment, in which students and employees may live, learn and work. The professionally-trained department consists of Campus safety officers, and support staff. The primary concern of the Department is to protect and assist the campus community.

The Campus Safety Department does not operate a full time dispatch center. Normal dispatch hours are Monday thru Friday from 8am to 5 pm. All other hours, dispatch center phones are transferred to the officer's mobile phone. Support staff is also available in the Campus Safety facility during normal business hours. When reporting a crime call. In response to a call, Campus Safety personnel will take the required action and when necessary call for Emergency Medical Service and/or the Jamestown Fire Department. When you observe a crime or emergency, immediately call or, 911. Campus Safety Officers operate under the laws of the State of North Dakota. They have citizen's arrest powers on University property and property adjacent to the Campus. As appropriate, incident reports are forwarded to the Dean of Students for potential action. Follow-up investigations are conducted by the investigating officer and at times by senior staff

Working Relationships

The Campus Safety Department maintains a close working relationship with the Jamestown Police Department (JTPD). The officers of University of Jamestown and JTPD communicate regularly on the scene of criminal incidents that occur in and around the campus area. Campus Safety works closely with the investigative staff at JTPD when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information.

The Clery Act

Choosing a postsecondary institution is a major decision for students and their families. Along with academic, financial, and geographic considerations, the issue of campus safety is a vital concern.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is a federal mandate requiring all institutions of higher education that participate in the federal student financial aid program to disclose information about crime on their campuses and in the surrounding communities. The Clery Act affects almost all public and private institutions and is enforced by the U.S. Department of Education. Campuses that fail to comply with the act can be penalized with large fines and may be suspended from participating in the federal financial aid program.

The Clery Act, formerly known as the Crime Awareness and Campus Security Act, was signed in 1990 and is named after 19-year-old Jeanne Clery, who was raped and murdered in her Lehigh University residence hall in 1986.

Compliance with the Clery Act

The Clery Act requires the University of Jamestown to provide timely warnings of crimes that represent a threat to the safety of students or employees and to make their campus

security policies available to the public. The act also requires UJ to collect, report, and disseminate crime data to all faculty, staff and students as well as prospective students and employees, and to publish annual statistics to the Department of Education.

When the Higher Education Opportunity Act (HEOA) was signed into law in 2008, it amended the Clery Act by adding a number of safety and security related requirements to the Higher Education Act. To insure full compliance with the law, UJ must do the following:

1. Publish and distribute an Annual Security Report to current and prospective students and employees by October 1 of each year. The report must provide crime statistics for the past three years, detail campus and community policies about safety and security measures, describe campus crime prevention programs, and list procedures to be followed in the investigation and prosecution of alleged sex offenses.
2. Provide students and employees with timely warnings of crimes that represent a threat to their safety. The University of Jamestown (UJ) must also keep and make available to the public a detailed crime log of all crimes reported to them in the past 60 days. Crime logs must be kept for seven years, and logs older than 60 days must be made available within two business days upon request.
3. Keep the past three years of crime statistics detailing crimes that have occurred on-campus, in university residential housing units, in public areas on or near campus, and in some non-campus buildings, such as sponsored fraternities/sororities and off-site classrooms. UJ must also report liquor and drug law violations and weapons possession if they result in an arrest or disciplinary hearing.
4. Disclose missing student notification procedures that pertain to students residing in any on-campus student housing.
5. Disclose fire safety information related to any on-campus student housing. This information includes maintaining a fire log that is open to public inspection and publishing an Annual Fire Safety Report that contains policy statements and fire statistics associated with each on-campus student housing unit. These statistics must include the location, cause, injuries, deaths and property damage of each fire.
6. Submit the collected crime and fire statistics to the Department of Education each year by the October due dates.
7. Inform prospective students and employees about the availability of the Annual Fire Safety Report.

UJ has a vested interest in campus safety and the personal safety of its students and employees. The following pages contain specific information, including crime prevention, fire safety, campus safety authority, crime reporting policies, disciplinary procedures and other matters related to security and safety on campus. This report also contains information about campus crime statistics.

Preparation of Annual Security Report

The Campus Safety Department at University of Jamestown is responsible for preparing and distributing this report. The Department works with many other campus departments and outside agencies, such as the Department of Student Life, Department of Academic Affairs, Department of Enrollment Management and the Jamestown Police Department (JTPD). For a hardcopy, contact or visit the Campus Safety Department or <http://www.uj.edu/studentlife/security-safety>

How We Compile Crime Statistics

The Campus Safety Department reports crime statistics in compliance with the Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC 1092(f)). All criminal incidents are classified in accordance with the FBI Uniform Crime Reporting Guidelines. A copy of the Handbook for Campus Safety and Security Reporting disclosing these guidelines may be obtained at the US Department of Education's website.

This report may be found at the Campus Safety web site. It can also be found on our [campus website](#). A copy of the report will be mailed to anyone requesting a copy. Anyone may obtain a copy in Dean of Students Office or the Office of Campus Safety.

Statistics in this report are obtained from the incident reports of the Campus Safety Department, Dean of Student Office, Residence Life, the Jamestown Police Department, and Stutsman County Sheriff's Department.

CSA's are provided with a reporting form used to collect information for reporting to the Campus Safety Department. In the event a victim wishes to remain anonymous the CSA will still use the reporting form for the purposes of statistical data only. The Police Department will not have the victim information but will report the crime in the crime reporting statistics for the purposes of this report. The University of Jamestown is committed to compiling accurate statistics and has recently implemented a CSA training program. This includes a presentation about the roles and responsibilities of CSA's, how to report crimes, and a letter to CSA's advising the importance of being in compliance with the Department of Education regulations.

When acting in their roles as pastoral and professional counselors, pastors and counselors are not considered Campus Security Authorities and therefore are exempt from disclosing reported offenses. If and when they deem it appropriate, pastors and counselors may inform the person they are counseling of the University's voluntary, confidential method of gathering statistics for inclusion in this report including the Silent Witness Program located on the Campus Safety web page, contacting the Title IX Coordinator or contacting the Dean of Students. Silent Witness is a web-based program that allows anonymous reporting to the police department. The senders return address is blocked so the report is completely anonymous. Silent Witness can be accessed from the Campus Safety web at <http://www.uj.edu/studentlife/security-safety>

Members of the campus community are encouraged to use this report as a guide for safe practices on and off campus. The report is available on the Internet at www.UJ.edu. Every member of the UJ community receives an email that describes the report and provides the website address for the report. For more information, contact the Department of Campus Safety at <http://www.uj.edu/studentlife/security-safety>.

Daily Crime Log

The University of Jamestown Campus Safety Department publishes a daily summary, or crime log, each business day. This information summarizes incident reports and includes the nature of the crime, the date and time the crime occurred, the general (or specific) location of the crime, and the disposition of the complaint (if known). A copy is available for inspection during routine business hours at the Campus Safety Office located on the 2nd Floor of the Nafus Student Center from 8am–5pm Monday through Friday, excluding holidays.

Definitions of Criminal Offenses

Aggravated assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in serious potential injury if the crime were successfully completed.

Arson is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property, etc.

Burglary is the unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Dating violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and the existence of such relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

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

Drug abuse violations are defined as the violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (demerol, methadones); and dangerous non-narcotic drugs (barbiturates, benzedrine).

Hate crimes are committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, national origin, or disability.

Liquor law violations are defined as the violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Motor vehicle theft is the theft or attempted theft of a motor vehicle.

Murder and non-negligent manslaughter is the willful (non-negligent) killing of one human being by another.

Negligent manslaughter is the killing of another person through gross negligence.

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

Sex offenses are defined as any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

Rape is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victim or perpetrator.

Fondling is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

Statutory rape is sexual intercourse with a person who is under the statutory age of consent.

Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to: 1) fear for his or her safety or the safety of others, or 2) suffer substantial emotional distress. For the purposes of this definition—

Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.

Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.

Weapons violations are defined as 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; all attempts to commit any of the aforementioned.

Weapons Stored on Campus

Prohibiting Weapons on Campus Executive Summary: Consistent with North Dakota General Statute banning weapons on campus, it is a violation of University of Jamestown (the “University”) policy to possess, store, carry or use any Weapon, as defined below, on the University Campus or at a curricular or extracurricular activity sponsored by the University, except as otherwise specifically provided by law.

UJ Policy

University policy specifically prohibits the possession, storage, carrying or use of any Weapon on the University Campus or at a curricular or extracurricular activity sponsored by a school, **except when unloaded and locked out of visual sight in personal vehicles, except as otherwise specifically provided by law.**

For clarity, North Dakota General Statute requires a private college or university to opt out of the specific provision pertaining to employees’ ability to have handguns in their dwellings on campus. As such, the University specifically opts out of the North Dakota General Statute thereby prohibiting employees from having weapons in their dwellings on campus. For clarity, North Dakota General Statute states: a concealed handgun permit **does not authorize** a person to carry a concealed handgun in following areas (among other areas):

Areas prohibited by including “Educational property”: Any school building or bus, school campus, grounds, recreational area, athletic field, or other property owned, used, or operated by any board of education or school board of trustees, or directors for the administration of any school. “School” is defined as a public or private school, community college, college, or university. On any private premises where notice that carrying a concealed handgun is prohibited by the posting of a conspicuous notice or statement by the person in legal possession or control of the premises.

Violators will be referred for criminal prosecution, and faculty, staff, or student violations are also subject to University disciplinary action.

It is a violation of University policy to possess, store, carry or use any Weapon on the University Campus, except for law enforcement personnel, firefighters, emergency service personnel, and military personnel, carrying out their official duties;

A registered armed armored car service guard or registered armed courier service guard with the permission of the University;

Ceremonial or educational uses specifically authorized by the director of Campus Safety;

Definitions of Geography

As specified in the Clery Act, the following property descriptions are used to identify the location of crimes on and around UJ's campus.

On-Campus Buildings or Property

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

And any building or property that is within or reasonably contiguous to the area identified in the above paragraph, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

Non-Campus Buildings or Property

Any building or property owned or controlled by a student organization that is officially recognized by the institution or;

Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Beginning in 2013, Hate Crime Statistics also included the categories of National Origin and Gender Identity

Hate Crimes

University of Jamestown strives to foster a safe and healthy learning environment that embodies diversity and inclusion of all members of the University community. The Hate Crime statistics are separated by category of prejudice.

Hate crimes are those crimes that manifest evidence that the victim was intentionally selected because of the perpetrator's bias against race, gender, religion, sexual orientation, ethnicity, disability, national origin or gender identity. Hate crimes are reported for the following crimes: Murder, Non-negligent Manslaughter, Negligent Manslaughter, Forcible Sex Offenses, Non- Forcible Sex Offenses, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Larceny-Theft, Simple Assault, Intimidation, Destruction/damage/vandalism of property, and any other crime involving bodily injury.

Definition of Hate Crime Categories as Defined by the FBI Uniform Crime Reporting Handbook

Bias—A preformed negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation, ethnicity, gender, or gender identity.

Bias Crime—A committed criminal offense that is motivated, in whole or in part, by the offender’s bias(es) against a race, religion, disability, sexual orientation, ethnicity, gender, or gender identity; also known as Hate Crime.

Bisexual—(adjective) of or relating to people who are physically, romantically, and/or emotionally attracted to both men and women.

Disability Bias—A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

Person with a Disability—(adjective) Of or relating to persons who have physical or mental impairments, whether temporary or permanent, due to conditions that are congenital or acquired by heredity, accident, injury, advanced age, or illness; (noun) person with a disability.

Ethnicity Bias—A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term *race* in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

Gay—(adjective) of or relating to people who are physically, romantically, and/or emotionally attracted to people of the same sex.

Gender—(noun) This term is used synonymously with sex to denote whether a newborn is male or female at birth, e.g., “it’s a boy” or “it’s a girl.”

Gender Bias—(noun) A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

Gender Identity—(noun) A person’s internal sense of being male, female, or a combination of both; that internal sense of a person’s gender may be different from the person’s gender as assigned at birth.

Gender Identity Bias—a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

Gender Non-Conforming—(adjective) describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup.

Hate Crime—Bias Crime.

Hate Group—An organization whose primary purpose is to promote animosity, hostility, and malice against persons of or with a race, religion, disability, sexual orientation, ethnicity, gender, or gender identity which differs from that of the members or the organization, e.g., the Ku Klux Klan, American Nazi Party.

Heterosexual—(adjective) of or relating to people who are physically, romantically, and/or emotionally attracted to people of the opposite sex.

Homosexual—(adjective) of or relating to people who are physically, romantically,

and/or emotionally attracted to people of the same sex.

Lesbian—(adjective) of or relating to women who are physically, romantically, and/or emotionally attracted to other women.

LGBT—(noun) Common initialism for “lesbian, gay, bisexual, and transgender,” used here to refer to community organizations or events that serve lesbian, gay, bisexual, transgender, and allied people.

Racial Bias—A preformed negative opinion or attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair, facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, Blacks or African Americans, whites.

Religious Bias—A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

Sexual Orientation—(noun) the term for a person’s physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

Sexual-Orientation Bias—(noun) a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived sexual orientation.

Transgender—(adjective) of or relating to a person who identifies as a different gender from their gender as assigned at birth.

Crime Statistics for the University of Jamestown Main Campus

Type of Offense	Year	On-Campus Property	*On-Campus Student Housing Facilities	Non-Campus Building or Property	Public Property
Murder/Non-Negligent Manslaughter	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Manslaughter by Negligence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Rape	2015	1	1	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Fondling	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Incest	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Statutory Rape	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Robbery	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Aggravated Assault	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Burglary	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Motor Vehicle Theft	2015	1	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Arson	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Domestic Violence Offenses	2015	0	0	0	0
	2014	1	0	0	0
	2013	0	0	0	0
Dating Violence	2015	1	1	0	0
	2014	2	1	1	1
	2013	0	0	0	0
Stalking	2015	0	0	0	0
	2014	1	1	0	0
	2013	0	0	0	0

***On Campus Housing Numbers are a subset of the On Campus Property Numbers**

Crime Statistics for the University of Jamestown Main Campus

Type of Offense	Year	On-Campus Property	*On-Campus Student Housing Facilities	Non- Campus Building or Property	Public Property
Weapons Violations: Carrying, Possessing, Etc.	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Drug Abuse Violations	2015	1	0	0	0
	2014	1	1	0	0
	2013	6	4	0	0
Liquor Law Violations	2015	0	0	0	0
	2014	0	0	0	0
	2013	4	2	0	0
Weapons Violations: Carrying, Possessing, Etc.	2015	0	0	0	0
	2014	1	1	0	0
	2013	7	7	0	0
Drug Abuse Violations	2015	1	0	0	0
	2014	6	0	0	0
	2013	7	5	0	1
Liquor Law Violations	2015	39	39	0	0
	2014	42	41	0	1
	2013	39	39	0	3

***On Campus Housing Numbers are a subset of the On Campus Property Numbers**

Crime Statistics for University of Jamestown – Fargo Campus

Type of Offense	Year	On-Campus Property	*On-Campus Student Housing Facilities	Non-Campus Building or Property	Public Property
Murder/Non-Negligent Manslaughter	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Manslaughter by Negligence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Rape	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Fondling	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Incest	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Statutory Rape	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Robbery	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Aggravated Assault	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Burglary	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Motor Vehicle Theft	2015	0	0	0	0
	2014	2	0	0	0
	2013	0	0	0	0
Arson	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Domestic Violence Offenses	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Dating Violence	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Stalking	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0

*On Campus Housing Numbers are a subset of the On Campus Property Numbers

Crime Statistics for University of Jamestown – Fargo Campus

Type of Offense	Year	On-Campus Property	*On-Campus Student Housing Facilities	Non-Campus Building or Property	Public Property
Weapons Violations: Carrying, Possessing, Etc.	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Drug Abuse Violations	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Liquor Law Violations	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Weapons Violations: Carrying, Possessing, Etc.	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Drug Abuse Violations	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0
Liquor Law Violations	2015	0	0	0	0
	2014	0	0	0	0
	2013	0	0	0	0

*On Campus Housing Numbers are a subset of the On Campus Property Numbers

Hate Crimes Statistics

2014: No hate crimes reported.

2013: 1 - Destruction/damage/vandalism of Property – Race - UJ main campus

2012: No hate crimes reported.

Unfounded Crimes

2015 – Zero unfounded crimes

2014 – Zero unfounded crimes

2013 – Not required to report until 2014

Reporting a Crime

Campus Safety

To report a crime on campus call (701) 253-4440 or dial extension 4440 from any on-campus phone. To report a crime while off campus, call 911. A person reporting a crime to Campus Safety has the right to report the crime to the Jamestown Police Department by calling 911. Campus Safety Officers regularly work with the victim of a crime and will assist the victim throughout the process. Crimes should be reported to police as soon as possible to insure a rapid response. Prompt reporting can increase the possibility of the perpetrator being caught and could prevent a crime. Prompt reporting also aids in providing a timely warning to the campus community of an on-going threat.

Reporting to the Dean of Students, Housing and Residence Life

In addition to reporting criminal incidents to the Campus Safety Department, individuals may also report criminal incidents to the Dean of Students and to authorities within Residence Life. These departments will then involve the Campus Safety Department, when appropriate. Crime statistics from incidents reported to the Dean and Housing and Residence Life will be included in the Annual Crime Statistics.

Confidential Resources

The trained professionals designated below can provide counseling, information, and support in a confidential setting. These Confidential Resources will not share information about an individual (including whether that individual has received services) without the individual's express permission, unless there is a continuing threat of serious harm to the patient/client or to others or there is a legal obligation to reveal such information (e.g., suspected abuse or neglect of a minor). These professionals are also available to help an individual make a report to the University.

Counseling	Sorkness Hall Room 302	
Physical Health	Sandford Clinic	Jamestown Business Center
Spiritual Health	Chaplain's Office	

On Campus:

Campus Security Authorities (CSA's)

In addition to reporting crimes to Campus Safety, the Dean of Students Office and Residential Life, crimes may be reported to a Campus Security Authority. A "Campus Security Authority" is defined as "An official of an institution who has significant responsibility for student and campus activities". CSA's receive training on how to identify and report crimes in compliance with the Campus Security Act. The Campus Safety Department is responsible for CSA training and maintains a list of all CSA's and associated training records. This information is updated on a continual basis. Specific incident reporting forms are utilized to ensure the following statistical information is reported:

Date reported
Date of incident (to the extent it can be determined)
Approximate time of incident Location of incident
Brief description of alleged Criminal activity
Gender of victim

Monitoring and Recording Criminal Activity at Off Campus Organizations

The University relies on close working relationships with local law enforcement agencies to receive information about incidents involving students. The University of Jamestown Campus Safety reviews and process all information it receives concerning or involving a member of the campus community. If the University is notified of a situation in which a campus community member is the victim of an off-campus crime, the Campus Safety may issue a Campus Safety Advisory detailing the incident and providing tips so that other community members may avoid similar incidents. The University of Jamestown does not have any officially recognized student organizations with “off-campus” housing facilities.

Confidentiality

If you are the victim of a crime and do not want to pursue action within the university system or the criminal justice system, you may want to consider making a confidential report. Campus Safety officers can file a report on the details of an incident without revealing the victim’s identity. The purpose of a confidential report is to maintain confidentiality, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential dangers. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution, and when they involve allegations of sexual harassment (including sexual violence) are made available to the University’s Title IX Coordinator. In addition, if the complainant does not wish to pursue a campus judicial hearing and/or requests that his or her complaint remain confidential, Title IX nevertheless requires the University to investigate and take reasonable action in response to the complaint. When receiving a confidential report, the University will take all precautions feasible to protect the confidentiality of both the complainant and the accused. However, individuals should understand that under conditions of imminent harm to the community, the University is required by federal law to inform the community of the possible occurrence of a crime for the protection of all members of the community. Victims may also make confidential reports via anonymous reporting located on the Campus Safety Department website.

Alert System and Timely Warnings

In the event of a confirmed immediate, serious or continuing threat to the University of Jamestown community, the University will activate the E-2 Emergence Notification System, which has multiple components in place for communicating information quickly to the University community. Some or all of these methods of communication may be activated in the event that a Timely Warning or Immediate (Emergency) Notification is needed. These methods of communication include emails, mobile text messages, calling of office and mobile numbers, voicemail, emergency messages that scroll across computer screens when logged into the campus system, outdoor siren/voice system and flyers or posters. The University also has the option of posting on the campus website

www.uj.edu

The alert is initiated by the Campus Safety and is written and distributed to the University community by the Marketing and Community Relations Department.

Campus and community members are encouraged to update their cell phone numbers on a regular basis for text and phone notification. Registration is via the University portal at: <https://www.e2campus.net/my/uj/index.htm>

Crime Alerts are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: arson, criminal homicide, burglary 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 Campus Safety. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other community members and a Crime Alert would not be distributed. The Dean of Students, Director of Campus Safety, and or Director of Residence Life reviews all reports to determine if there is an on-going threat to the community and the distribution of a Crime Alert is warranted. Cases involving sexual assault are often reported long after the incident occurred, thus there is no opportunity to distribute a "timely" warning notice to the community. Sex offenses will be considered on a case by case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the Campus Safety. Some examples of an "immediate threat" include, but not limited to: gas leak, bomb threat, armed intruder, explosion, civil unrest or rioting, tornadoes, and hurricanes.

The University maintains an Incident Response Team which may be activated by Senior University Officials for response to emergencies on campus. The Team follows the guideline of the University of Jamestown Emergency Preparedness Plan. Team members and Campus Safety Officers have received U.S. Department of Homeland Security Incident Command training. The Incident Response Team is responsible for conducting emergency response drills annually. These annual drills could include area first responder agencies such as the Stutsman County Emergency Management, Jamestown Police Department, Fire Department, and Emergency Medical Services.

At least quarterly each system will be tested with prior notice to the University Community by e-mail. Outside the University, neighborhood associations will be contacted so they may inform their members. Additional tests may be conducted if deemed necessary. Each system was successfully tested in 2015. During an emergency follow-up, messages may come from one or all of the alert systems depending on the situation.

UJ community members are encouraged to notify the University of Jamestown Campus Safety Department of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. The Campus Safety Department has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate and document any situation that may cause a significant emergency or dangerous situation. In addition, Campus Safety has a responsibility to respond to such incidents to determine if the situation does, in fact, pose a threat to the community. If so, Federal Law requires that the institution notify the campus community or the appropriate segments of the community that may be affected by the situation.

Security of Campus Facilities

University of Jamestown is open to the public. The academic and administrative buildings are open to the public, at a minimum, during normal business hours. Most facilities have individual hours and the hours may vary at different times of the year.

Access to some buildings is also controlled by card access after normal business hours, and all of these buildings have varied levels of access. Buildings do not have an officer assigned to them; however, Campus Safety officers patrol the academic and administrative buildings on a regular basis.

All Residence Halls are locked 24-hours per day and entry is required using a University of Jamestown access card. Access to residence halls is restricted to residents, their approved guests, and other approved members of the University community.

Residents gain entry by swiping their cards near the card access readers. Residents are cautioned against permitting strangers to enter the building and are urged to require individuals seeking entry to use their access cards. Campus Safety officers patrol the residence halls on a regular basis.

Residence Life and Residence Hall Advisors also enforce security measures in the halls and work with residents to achieve a community respectful of individual and group rights and responsibilities. Residence Life and Campus safety officers also conduct periodic educational sessions on prevention of various crimes, including sexual assault and acquaintance rape.

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Officers regularly patrol campus and report malfunctioning lights, malfunctioning doors, and other unsafe physical conditions to Physical Plant at (701) 252-3467 extension 5439 or submit a physical plant work order at <https://login.myschoolbuilding.com/msb> for correction. Other members of the University community are helpful when they report equipment problems to the Campus Safety Department or to Campus Services.

Personal Safety and the Safety of Others

At University of Jamestown you are one of the keys to your own safety and the safety of others.

BE ALERT.

Your safety depends mostly upon your own attitude and actions. Use common sense and do not place yourself in a location or situation to become a victim of crime.

IF YOU OBSERVE ANY SUSPICIOUS ACTIVITY OR WISH TO REPORT ANY CRIMINAL ACT, CALL THE CAMPUS SAFETY DEPARTMENT IMMEDIATELY AT 701-253-4440.

IF YOU BECOME AWARE OF A CRIME, OBSERVE A SUSPICIOUS PERSON OR SITUATION, OR ARE A VICTIM YOURSELF, PROMPTLY REPORT IT TO THE CAMPUS SAFETY.

Timely reports increase the likelihood that critical evidence will be obtained, stolen property will be recovered and the offender will be successfully prosecuted. This is especially important in cases involving sex offenses. A prompt report to the police will also ensure that you are made aware of all available victims support services.

AVOID WALKING ALONE AT NIGHT.

Make arrangements to walk in groups. If you must travel alone at night, stay on well-lit paths and sidewalks. You may call Campus Safety at 701-253-4440 for a free security escort.

KEEP YOUR ROOM DOOR LOCKED AT ALL TIMES.

Locking your door with your key, wherever you reside, is an effective way to reduce theft and enhance personal safety. The vast majority of thefts occur from unlocked rooms when the occupant is gone only briefly. Do not prop open exterior doors, and close any doors you find propped open. Propped doors are a high risk and greatly increase chances of your victimization. Campus Safety Officers monitor doors equipped with key card readers. Officers are dispatched immediately to investigate any propped doors. Propping doors could result in loss of campus housing and other sanctions. Do not open your door to someone you do not know.

DO NOT LEND YOUR KEY OR KEY CARD TO ANYONE.

Your action could result in both you and/or an innocent victim being referred to the campus judicial system. Report a lost or stolen key to the police and your R.A. immediately.

REPORT OBSCENE, ANNOYING, OR HARASSING PHONE CALLS OR E-MAIL MESSAGES IMMEDIATELY.

Police will investigate, and as patterns develop, they will work closely with the Telephone Company to apprehend offenders.

REPORT ALL SECURITY-RELATED MAINTENANCE PROBLEMS.

Locks, doors, windows and exterior lights in need of repair, shrubbery in need of trimming or other unsafe conditions should be reported immediately to Campus Services at (701) 252-3467 extension 5439. Campus facilities and landscaping are maintained in a manner to minimize hazardous conditions. Campus Safety Officers routinely check for malfunctioning lights and other unsafe physical conditions. Any conditions found, are reported to Facilities Management.

PARK YOUR CAR IN WELL-LIT AREAS AND KEEP IT LOCKED.

Lock all valuables in your trunk.

REGISTER YOUR BICYCLE WITH CAMPUS SAFETY

They will issue a registration sticker to affix to your bicycle to deter theft and aid in the recovery if it is stolen. Bicycle registration is mandatory and there is no charge. Campus Safety strongly recommends a U-Style lock. A registered and properly locked bicycle is much less likely to be stolen.

PARICIPATE IN PERSONAL SAFETY AND SECURITY PROGRAMS.

Campus Safety and Student Affairs conduct programs that promote general safety and security and crime prevention skills. For more information any program, please call Campus Safety.

Crime Prevention and Other Educational Programs

University of Jamestown 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 include general crime prevention and security awareness 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. Fire safety informational programs are presented during Freshman Orientation and throughout the year because it is very important to be aware of any threat. Students and employees must exercise responsibility for their own safety.–Customized programs on most security-related topics such as Workplace Violence are prepared for campus groups and organizations upon request.

The Campus Safety Department is committed to the Community Oriented Policing (COPs) philosophy. Officers serve as a familiar resource for information and a point-of-contact in the event you ever need assistance. Each assigned officer works closely with resident students, as well as Resident Assistants (RA) and Resident Directors (RD) of the Office of Residential Life. Officers assist community members in defining problems, developing solutions, and implementing strategies to solve problems and prevent crimes. In addition to this, officers conduct investigations and facilitate a variety of educational programs including self- defense, bike safety and security, operation identification, drug and alcohol awareness, personal safety and property security.

Alcohol Policy

Students are expected to be acquainted with and abide by state laws and University regulations regarding alcohol and drugs. Students also are encouraged to be aware of the social, physiological, and psychological consequences of excessive drinking. The University regularly provides educational programs on alcohol and drug abuse as well as counseling services. The University's alcoholic beverage policy prohibits the possession or consumption of alcoholic beverages on campus or at any campus sponsored event. The only exception is under University Presidential authority.

Drug Policy

The use, possession, presence, sale and/or distribution of illegal drugs (as defined by federal, state and local laws) and/or drug paraphernalia (including hookah pipes) on

and/or off campus can lead to disciplinary action and/or criminal action (state citation and/or arrest). The use of illegal drugs is physically and mentally harmful and often interferes with the user's ability to function adequately in his/her academic and social life and often impinges upon the social and academic rights of the rest of the community. Special efforts are made to keep drugs off campus and to prevent the presence of illegal drugs on campus. Please refer to the Honor Code for a complete description of policies and sanctions for violations.

Smoking & Tobacco Use Policy

Policy:

Smoking, tobacco use, and tobacco sales (including the use or sales of smokeless tobacco products) are prohibited on University-owned, -operated, -or leased property, and in University-owned, -leased, or -operated vehicles. Any electronic delivery device, such as an electronic cigarette, is also prohibited.

Definitions:

Smoking: The burning of any type of lighted pipe, cigar, cigarette, e-cigarettes, or any other smoking equipment, whether filled with tobacco or any other type of material.

Smokeless Tobacco Products: Smokeless tobacco consists of the use of snuff, chewing tobacco, smokeless pouches, or other forms of loose leaf tobacco.

Policy Enforcement:

Enforcement of this policy will depend upon the cooperation of all faculty, staff, and students not only to comply with this policy, but also to encourage others to comply with the policy, in order to promote a clean, safe, and healthy environment in which to work, study, and live.

Policy Exceptions:

An exception for instructional purposes allows for the use of tobacco products in laboratory and classroom instruction/experiments, or artistic purposes. All research, educational, and/or artistic purposes that involve the use of tobacco on campus must be approved in advance by the President of the University or his/her designee. Such use must be preceded by reasonable advance notice to the public. Individual use of legal tobacco products will only be permitted on-campus within the confines of the student or employee's person vehicle.

This policy does not apply to specific activities used in connection with the practice of cultural activities by American Indians that are in accordance with the American Indian Religious Freedom Act, 42 U.S.C. sections 1996 and 1996a. All ceremonial use exceptions must be approved in advance by the President of the University or his/her designee.

Sexual Violence Policy

UJ has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and

working accommodations, if reasonably available. UJ will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to UJ Campus Safety or the Jamestown Police Department. **Students** should contact Dean of Students. **Employees** should contact the Director of Human Resources.

After an incident of sexual assault and domestic violence, the victim should consider seeking medical attention as soon as possible at either Jamestown Regional Medical Center or Central Valley Health in Jamestown, North Dakota. Evidence may be collected even if the victim chooses not to make a report to law enforcement. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if a victim does not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease.

Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to University hearing boards/investigators or police.

Reporting a Complaint

Although UJ strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. UJ will assist any victim with notifying UJ Campus Safety or the Jamestown Police Department if they so desire. UJ Department of Campus Safety can be reached by dialing 701-253-4440. The office is located on the 2nd floor of the Nafus Student Center. The Jamestown Police Department can be reached by calling 911.

Under the Violence Against Women and Department of Justice Reauthorization Act of 2005, starting in 2009, states must certify that they do not "require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both."

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, and UJ Campus Safety (if the victim so desires) will provide resources, on-campus, off-campus or both, to include medical and/or mental health, to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a

complaint regarding an incident, he or she nevertheless, should consider speaking with UJ Campus Safety or the Jamestown Police Department Police Department to preserve evidence in the event that the victim changes her/his mind at a later date.

Violence Against Women Act (VAWA)

University of Jamestown does not discriminate on the basis of sex in its educational programs, and sexual harassment and sexual violence are types of sex discrimination. Other acts can also be forms of sex-based discrimination and are also prohibited whether sexually-based or not and include dating violence, domestic violence and stalking. As a result, UJ issues this statement of policy to inform the community of its comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a University official. In this context, UJ strictly prohibits the offenses of domestic violence, dating violence, sexual assault and stalking and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community. For a complete copy of UJ's policy governing sexual misconduct, visit <http://www.uj.edu/wp-content/uploads/2015/09/UJ-Student-Handbook-15-16.pdf>

TITLE IX COORDINATOR

Individuals may also report a sex offense to the institutions Title IX coordinator. This office is responsible for coordinating the institution's compliance with Title IX. The Title IX Coordinator is the Director for Human Resources Services and Compliance. The office phone number is 701-253-3467 x5566.

Preventing and Responding to Domestic Violence, Dating Violence, Sexual Assault, and Stalking

Jamestown University (UJ) will not tolerate domestic violence, dating violence, sexual assault, stalking, or other forms of sexual misconduct. Offenders may be subject to appropriate campus adjudication processes, disciplinary action, and/or criminal proceedings. UJ utilizes procedures that provide prompt, fair, and impartial investigation and resolution in cases involving domestic violence, dating violence, sexual assault, and stalking. These procedures are carried out by officials who receive specific annual training.

Sexual violence is a form of sexual harassment and services are available to students, faculty, and staff who experience sexual violence, domestic violence, dating violence, and instances of stalking.

In these situations, UJ is committed to providing crisis intervention measures for students, faculty, and staff, as well as appropriate administrative response for the complainant and respondent; referring individuals to criminal authorities; and educating and promoting discussion on interpersonal abuse and violence issues. The University's process does not preclude adjudication under state law.

Jamestown University prohibits retaliation by its officers, employees, students, or agents against a person who exercises his or her rights or responsibilities under any provision federal or state law, including Title IX and the Violence Against Women Reauthorization Act (VAWA), or this policy.

The following chart shows the procedure for reports made under

Incident Being Reported:	Procedure Institution Will Follow:	Evidentiary Standard
Sexual Assault	<p>Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care.</p> <p>Institution will assess immediate safety needs of complainant.</p> <p>Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department</p> <p>Institution will provide complainant with referrals to on and off campus mental health providers</p> <p>Institution will assess need to implement interim or long- term protective measures, such as housing changes, change in class schedule, “No Contact” directive between both parties.</p> <p>UJ will provide a “No trespass” (PNG) directive to accused party if deemed appropriate.</p> <p>UJ will provide written instructions on how to apply for a Protective Order.</p> <p>Campus Safety will also, upon request, assist the complainant in obtaining a Protective Order.</p> <p>UJ will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution.</p> <p>UJ will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and the outcome of the hearing.</p> <p>UJ will enforce its anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</p>	Preponderance of the evidence

the sexual violence policy:

<p>Stalking</p>	<p>UJ will assess immediate safety needs of complainant. UJ will assist complainant with contacting local police if complainant requests AND complainant will be provided with contact information for local police department. UJ will provide written instructions on how to apply for Protective Order. UJ will provide written information to complainant on how to preserve evidence. UJ will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate. UJ will provide a “No trespass” (PNG) directive to accused party, if deemed appropriate.</p>	<p>Preponderance of the evidence</p>
<p>Dating Violence</p>	<p>UJ will assess immediate safety needs of complainant. UJ will assist complainant with contacting local police if complainant requests AND complainant will be provided with contact information for local police department. UJ will provide written instructions on how to apply for Protective Order. UJ will provide written information to complainant on how to preserve evidence. UJ will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate. UJ will provide a “No trespass” (PNG) directive to accused party, if deemed appropriate.</p>	<p>Preponderance of the evidence.</p>
<p>Domestic Violence</p>	<p>UJ will assess immediate safety needs of complainant. UJ will assist complainant with contacting local police if complainant requests AND complainant will be provided with contact information for local police department. UJ will provide written instructions on how to apply for Protective Order. UJ will provide written information to complainant on how to preserve evidence. UJ will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate. UJ will provide a “No trespass” (PNG) directive to accused party, if deemed appropriate.</p>	<p>Preponderance of the evidence.</p>

Education and Prevention Programs

The University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and

Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;

Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;

Defines what behavior and actions constitute consent to sexual activity in the State of North Dakota and/or using the definition of consent found in the Student Code of Conduct if state law does not define consent;

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

Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act.

UJ has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students; participating in and presenting information and materials during new employee orientation;

UJ will offer the following primary prevention and awareness programs for all incoming students in 2016-17:

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
Orientation Social Awareness Program	8/27/2016	Reiland Fine Arts Center	DoV, DaV, SA, S*

DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking. UJ offers the following primary prevention and awareness programs for all new employees in:

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
Title IX Overview	8/25/2016	Online	DoV, DaV, SA & S*
Sexual Abuse Awareness: Creating a Safe Campus for Young People	Online	Online	SA & S*

DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault and S means Stalking. UJ offers the following ongoing awareness and prevention programs for students in:

Name of Program	Date Held	Location Held	Which Prohibited Behavior Covered?
Sexual Misconduct & Interpersonal Violence	8/22/2015	Reiland Fine Arts Center	DoV, DaV SA & S*
Sexual Consent Awareness Training	9/8/2015	Reiland Fine Arts Center	DaV & SA*
Advice Night	1/22/2015	Nafus Student Center	DoV, DaV, SA & S*
Web of Inclusion	2/23/2015-2/27/2015	Nafus Student Center	DoV, DaV,
"Shot of Reality" Speaker	3/3/2015	Reiland Fine Arts Center	DoV, DaV, SA & AA
Drunk Googles Night National Alcohol Awareness Month	4/20/2015	Kroeze Main Lounge	DoV, DaV, SA & AA
Alcohol Choices 101	Associated with student Conduct cases	Online	DaV, SA*

DoV means Domestic Violence, DaV means Dating Violence, SA means Sexual Assault, AA means Alcohol Awareness, and S mean stalking

The Title IX Coordinator is regarded as a "Responsible Employee" under Title IX and also a "Campus Security Authority" under the Clery Act. Statistical information less the victim's identifying information will be provided to Campus Safety or whomever at the institution compiles the annual crime statistics even if the victim chooses not to alert campus safety personally.

Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, UJ will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options.

Resources for victims of Domestic Violence, Dating Violence, Sexual Assault & Stalking (On-Campus)

Counseling	Sorkness Hall Room 302	701-252-3467x4104
Sandford Clinic	Jamestown Business Center	
Spiritual Health	Chaplain's Office	
Victim Assistance	Dean of Students	701-252-3467x5563
Visa and Immigration Assistance	Admissions and Financial Aid Office	701-252-3467
Title IX Issues	Title IX Coordinator	Human Resources

Off Campus Resources

Sexual Assault Counseling	Safe Shelter South Central Human Services Central Valley Health	701-251-2300 701-253-6300 701-252-8130
Sexual Assault 24 hr. Hotline	Safe Shelter Sexual Assault Response Team	701-251-2300 701-252-1048
Victim Advocacy	South Central Human Services	701-253-6300
Domestic Violence Healthcare	Central Valley Health South Central Human Services	701-252-8130 701-253-6300
Domestic violence Legal	Safe Shelter	701-251-2300
Visa/Immigration Assistance	Not available in Jamestown, ND	
Employee Counseling (faculty & staff)	South Central Human Services	701-253-6300

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

<http://www.rainn.org> – Rape, Abuse and Incest National Network

<http://www.ovw.usdoj.gov/sexassault.htm> - Department of Justice
<http://www2.ed.gov/about/offices/list/ocr/index.html> Department of Education, Office of Civil Rights

How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.*

UJ promotes a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below are some ways** to be an active bystander. If you or someone else is in immediate danger, call Campus Safety at 701-253-4440. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok?

Confront people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.

Speak up when someone discusses plans to take sexual advantage of another person.

Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.

Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

*Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles, 60*, 779-792.

**Bystander intervention strategies adapted from Stanford University's Office of Sexual Assault & Relationship Abuse

Risk Reduction

With no intent to victim blame and recognizing that only rapists are responsible for rape, the following strategies may reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org)

Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.

Try to **avoid isolated areas**. It is more difficult to get help if no one is around.

Walk with purpose. Even if you don't know where you are going, act like you do.

Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably is not the best place to be.

Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.

Make sure your cell phone is with you and charged and that you have taxi money.

Do not allow yourself to be isolated with someone you do not trust or someone you do not know.

Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.

When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.

Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.)

Do not leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you have left your drink alone, just get a new one.

Do not accept drinks from people you do not know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, do not drink from the punch bowls or other large, common open containers.

Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they have had, or is acting out of character, get him or her to a safe place immediately.

If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

If you need to get out of an uncomfortable or scary situation here are some things that you can try:

Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.

Be true to yourself. Do not feel obligated to do anything you do not want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.

Have a code word with your friends or family so that if you do not feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.

Lie. If you do not want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Student Conduct Code?

The accuser and the accused will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to those results or disciplinary actions prior to the time that such results become final; and

The accuser and the accused each have the right to appeal the outcome of the hearing by writing to the appropriate dean within 24 hours of the original hearing and will be notified simultaneously in writing, of any change to the result prior to the time that it becomes final and of the final result after the appeal is resolved.

A person alleging sexual assault, domestic violence, dating violence, or stalking may also utilize the complaint and investigatory procedures set forth in the University's Anti-Harassment Policy, found in the Employee Handbook in order to remedy any hostile environment. All conduct proceedings against students, however, will be resolved through the UJ Honor Code Sexual Misconduct Policy.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the university's ability to respond to the complaint may be limited.

Adjudication of Violations

Whether or not criminal charges are filed, UJ or a student may file a complaint under the Honor Code alleging that a student violated the Sexual Misconduct Policy. The UJ Honor Code describes in detail the disciplinary proceedings used by UJ to include:

- Description of hearing boards, including the Sexual Misconduct Hearing Board
- Notifications (incident reports, notification letter, etc.)
- Anticipated timelines
- Rights of the complainant and/or respondent
- Burden of proof standard

Similarly, an employee may file a complaint to the university's director of Human Resources, Title IX Coordinator under UJ's' Gender-Based Sexual Misconduct Policy. The complaint will be thorough and timely investigated and concluded based on the preponderance of the evidence. Further, UJ ' employees should refer to the Employee Handbook, which instructs employees to discuss prohibited behavior with their supervisor,

vice president or the Director of Human Resources and Title IX Coordinator

Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Safety will be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

The university disciplinary process is consistent with UJ' policy and will include a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. Usually, the resolution of complaints of sexual misconduct are completed within 60 days of the report, however the proceedings timeframe allows for extensions for good cause with notice to the accuser and the accused of the delay and the reason for the delay. Investigators and hearing board members are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. The Honor Code and Sexual Misconduct Policy provides that:

The accuser and the accused student each have the opportunity to attend a hearing before a properly trained hearing board that protects the safety of victims and promotes accountability;

The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;

UJ will allow for timely access to the accuser, the accused and appropriate officials to any information that will be used after the fact-finding investigation but during formal and informal disciplinary meetings and hearings;

UJ disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;

UJ provides the accuser and accused the same opportunities to have others present during a disciplinary proceeding. The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting or hearing;

A student conduct decision is based on the preponderance of evidence standard, i.e. "more likely than not to have occurred" standard. In other words, the conduct process asks: "is it more likely than not that the accused student violated the University's

Sanctions and Protective Measures

In all cases, investigations that result in a finding of "more likely than not" that a violation(s) of the Gender-Based Sexual Misconduct policy occurred will lead to the initiation of disciplinary procedures against the accused individual. Should a student be found responsible for a violation of University policy, University sanctions can range from a disciplinary standing with the University (warning, reprimand, deferred probation or probation), to removal from the University for some period of time (suspension, dismissal or expulsion). In addition, sanctions can include social probation, removal from residence halls, community service hours, educational sanctions (i.e. reports, programs, etc.), restitution, and monetary fines.

The University may also implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking which may include some or all of the following actions: no contact/no comment orders issued by the Dean of Students, relocations within residence halls, restrictions placed on movements and access within residence halls, and changes in class seating and/or sections.

For students, sexual assault, domestic violence, dating violence, and stalking are violations of the UJ Honor Code. Employees who violate this policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: University order of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by UJ. The University will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by UJ against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

Confidentiality

The university will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating violence, or stalking to the fullest extent of the law and as previously mentioned in this document.

Campus Disciplinary Action

Although responsibility rests upon the student for his or her own conduct, the Board of Trustees has specifically charged the faculty and administration with the responsibility of prescribing requirements for the orderly behavior and government of all undergraduate students. The University judicial system is jointly administered by the Dean of Students and the Vice-President for Academic Affairs. A complete description of the judicial system is contained in the Honor Code which is available in the Office of the Dean of Students and on line

The Board of Trustees has empowered the President with the authority to suspend students from the University in "cases of clear and present danger to lives and property...and in instances of violence to persons..."

If you decide to take part in the University adjudication process, you should contact the Dean of Students for community violations and the Vice-President for Academic Affairs for academic violations.

Charges may either be filed directly by you or by the University on the basis of your written

statement. Such a charge would be handled in accordance with the procedures relating to violations of the University's Honor Code. Individuals could be subject to disciplinary action pending review by the University. Those students found responsible for violating the Honor Code in this way could be suspended, dismissed, or expelled. Pursuant to the University's disciplinary procedures, both the accuser and the accused are entitled to have an advisor or support person present during the hearing. Students who allege sexual assault by another student may request a change in their academic and living situations on campus after the alleged incident takes place if such changes are reasonably available. Finally, in accordance with federal regulations, both the accuser and the accused will be informed of the outcome of any campus disciplinary proceeding alleging sexual assault.

The University will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of Title 18, United States Code), or any non-forcible sex offense, the report on the results of any University disciplinary proceeding against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim will be treated as the alleged victim for the purpose of this policy.

VICTIM COUNSELING

The University Counselor offers individual counseling and referral to a network of specialists, including psychiatrists and treatment facilities in the Jamestown area. Counselors also provide educational programming and outreach to the University community. Counselors are licensed in the state of North Dakota and are capable of addressing the general mental health concerns that may present while in college. These concerns include victim assistance and rape crisis. Counseling services are confidential and free to traditional undergraduate and graduate students.

For students requiring medical or mental health care when Campus Safety Officers are on duty they can be reached at 701-253-4440.

After Hours Care

South Central Human Services 24/7 hotline: 701-253-6304

Emergency (ER)

Jamestown Regional Medical Center: 701-252-1050

Mental Health Emergencies

South Central Human Services 24/7 hotline: 701-253-6304

24-Hour National Crisis Hotlines

National Suicide Prevention Lifeline 1.800.273.8255 Hope line Network
1.800.784.2433

Missing Persons Policy - Procedure

Students residing in on-campus housing may register a confidential contact with Residence Life. The registration is optional and the contact name will only be accessed and contacted if a student is officially determined to be missing for 24 hours. The confidential contact should be someone who will be likely to know your location. The confidential contact information will be accessible only to authorized campus officials and

law enforcement personnel.

If anyone believes that a resident student is missing they should immediately contact the UJ Campus Safety Department at 701-253-4440. Campus Safety will begin an investigation and notify Residence Life. If it is determined the student is missing for 24 hours, the University will contact the student's registered confidential contact and also notify the Jamestown Police Department. If the student is under 18 years of age and is not emancipated, University of Jamestown will notify the student's parents or legal guardian.

Sex Offender Registry

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where information concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student. In North Dakota, this information is accessible at <http://www.sexoffender.nd.gov/>. You may sign up to receive e-mail and telephone alerts when an offender registers to an address in your community.



University of Jamestown

Annual Fire Safety Report

6000 College Lane, Jamestown, North Dakota 58405

October 2016

FIRE AND LIFE SAFETY INFORMATION HIGHER EDUCATION OPPORTUNITY ACT OF 2008

On August 14, 2008 President George W. Bush signed the Higher Education Opportunity Act of 2008. This law requires any institution maintaining on-campus student housing to issue an annual fire safety report. The report is to include statistics regarding the number and causes of fires, number of fire injuries and deaths and value of property damage. It must also include information on each on-campus student housing fire safety system, the number of regular mandatory fire drills, fire safety policies, education programs, and plans for any needed fire safety improvements.

The University developed this report to comply with this act and to better inform the University of Jamestown community - students, prospective students, parents, faculty and staff - on how fires affect the University's residential facilities. It includes all of the required information on fires, preventative actions, campus guidelines, and training that is conducted to reduce the likelihood and impact of campus fires.

In the case of fire or any other emergency, all inquiries from the media shall be referred to the Marketing and Community Relations.

DAILY FIRE LOG

The Campus Safety Department publishes a daily fire log summary, each business day from 8am–5pm Monday through Friday, excluding holidays. The fire log includes information about fires that occur in residential facilities, including the nature, date, time, and general location. A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. A copy is available for inspection during routine business hours in the Campus Safety Department located on the 2nd floor of the Nafus Student Center. If a fire occurs in a university building, community members should immediately notify Campus Safety at 701-253-4440. When calling, please provide as much information as possible about the location, date, time and cause of the fire. If a member of the University of Jamestown community finds evidence of a fire that has been extinguished, and the person is not sure whether Campus Safety has already responded, the community member should immediately notify Campus Safety to investigate and document the incident.

TRAINING

All Resident Life Professional Staff and Resident Assistants (RA's) are provided with training at the beginning of the academic year that will enable them to prevent, escape, report or handle any fire emergency within the residence halls. This training is provided by the City of Jamestown Fire Department.

Training consists of fire alarm systems, evacuation procedures, extinguisher locations, types of extinguishers, classes of fires and hands on experience with portable extinguishers. Training is conducted by Residence Life. Residence Life covers procedures/policies on the following:

- Required fire drills for residence halls and off campus housing;
- Hall staff responsibilities;
- Individual student responsibilities;

Sanctions for not evacuating;
Steps for reporting a fire;
Fire extinguisher use;
Fire incident reporting;
Fire safety;
Fire alarm and sprinkler policies;
Fire evacuation assembly areas.

An overview of fire safety is conducted by Residence Life. Fire safety training can be provided upon request by calling the Campus Safety at 701-253-4440.

FIRE DRILLS

Fire Drills are conducted in University residence halls twice per year. The first drill is scheduled early in the fall semester and the second drill is conducted during the spring semester. All fire drills are unannounced.

EVALUATION OF FIRE EXIT DRILLS AND FACILITIES EVACUATION

Upon completion of each fire drill a written evaluation will be prepared by the Director of Campus Safety or designee. The fire drill evaluation will address:

- a. Evacuation time and efficiency
- b. Student, faculty, and staff safety
- c. Response time:
 - 1) Jamestown Fire Department (where appropriate)
 - 2) Campus Safety
- d. Effectiveness of evacuation procedures:
 - 1) Training
 - 2) Routes and exits
- e. Procedural deficiencies
- f. Recommendations for improvement in procedures
- g. Recommendations for alterations in

the facility Distribution of the evaluation will be as follows:

- a. For residence halls:
 - 1) Dean of Students
 - 2) Director of Housing and Residential Life
 - 3) Director of Campus Safety
- b. For other facilities (non-residence)
 - 1) Divisional vice president (where appropriate)
 - 2) Department heads of facilities involved
 - 3) Director of Campus Safety
 - 4) University Safety Committee

REVIEWERS OF THE POLICY

Reviewers of this policy include: Director of Campus Safety, Director of Housing and Residential Life, Physical Plant Manager, and Jamestown Fire Marshall.

INDIVIDUAL STUDENT RESPONSIBILITIES

Wear shoes and something to protect you from the elements;
Close all windows and doors and exit quietly and orderly;
Leave through the pre-assigned exit or alternate and report to the determined evacuation area.

STEPS FOR REPORTING A FIRE

Activate the fire alarm/pull station;
Evacuate the building;
Call Campus Safety, and provide the following information:
Your name;
Your building, location of fire, nature of fire.
Inform officials of any students unable to evacuate;
Go to your evacuation area so Residence Life staff will know you evacuated; Wait for further instructions from emergency personnel or Residence Life staff.

FIRE EXTINGUISHER USE

At no time should you risk your own safety by attempting to extinguish a fire or to return to a burning building;
Be familiar with the location and proper methods for using the extinguishers in your building;
Check all fire extinguishers periodically and report any problems promptly to maintenance;
Fire extinguishers are located throughout the residence halls.

FIRE INCIDENT REPORT

All fires (active or extinguished) and false alarms must be reported to the Campus Safety at 701-253-4440. Campus Safety and the Jamestown Police Department and Fire Department will be dispatched;
The Fire Department will assure that everything has been properly extinguished;
The Campus Safety officer on duty will contact the Residence Life Coordinator immediately following a fire alarm;
Reports are completed and returned by the responding staff member and submitted to the Residence Life Coordinator within 24 hours of the incident.

FIRE SAFETY

Students and employees should be thoroughly familiar with your building, the fire lanes around your building, fire safety equipment, and emergency procedures. Your attitude and knowledge towards fire safety helps create a safety-conscious student body.

Each residence hall is equipped with a range of fire and safety equipment. The University takes fire safety seriously and has established fire safety programs for students living in campus residence halls. A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of residence halls, are designed to stand up to fire longer than those of an individual room. It is important that these doors are closed for them to work. Additionally, if a door has a device that automatically closes the door, it should NOT be propped open. Sprinklers are 98% effective in preventing the spread of fire when operating properly. DO NOT obstruct the sprinkler heads with materials like clothing hanging from the piping. Smoke detectors cannot do their job if they are disabled or covered by the occupant, which is a violation of university policy. Smoking is NOT PERMITTED in any University of Jamestown building or premises. Fire evacuation plans have been developed for each residence hall and copies of these plans can be found in the hallways.

Below is a chart outlining the fire and safety equipment in each residence hall?

FIRE SAFETY SYSTEMS IN RESIDENCE HALLS

Residence Halls	Sprinkler Protection Full coverage (All Common areas & individual rooms)	Monitored Fire Alarms Systems By Third Party Vendor	Smoke Detection	Fire Extinguisher Devices	Evacuation Placards	Number of Fire Drills Each Academic Calendar Year
Watson Hall	Yes	No	Yes	Yes	Yes	2
Seibold Hall	Yes	No	Yes	Yes	Yes	2
Prentice Hall	Yes	No	Yes	Yes	Yes	2
Kroeze Hall	Yes	No	Yes	Yes	Yes	2
Nierling Hall	No	No	Yes	Yes	Yes	2
Wilson Hall	No	No	Yes	Yes	Yes	2
Liechty Apartments	No	No	Yes	Yes	Yes	2
University Apartments	No	No	Yes	Yes	Yes	2

RESIDENCE HALL FIRE STAISTICS

In effort to keep all residents safe in the residence halls, Residence Life conducts Health and Safety Inspections at least once each semester. Notice, including flyers and posters in the halls, will be given before building-wide inspections are held. On rare occasions, an individual Health and Safety inspection will occur when there is enough concern that a safety issue exists in a specific room.

<i>Reporting Years 2015,2014, 2013</i>	Total Fires in Each Building	Fire Number	Date	Time	Cause of Fire	Cause Categories	Number of Injuries that Required Treatment at a Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Student Housing Facilities									
Watson Hall	0	0	None	None	None	None	None	None	None
Seibold Hall	0	0	None	None	None	None	None	None	None
Prentice Hall	0	0	None	None	None	None	None	None	None
Kroeze Hall	0	0	None	None	None	None	None	None	None
Nierling Hall	0	0	None	None	None	None	None	None	None
Wilson Hall	0	0	None	None	None	None	None	None	None
Leichty Apartments	0	0	None	None	None	None	None	None	None
University Apartments	0	0	None	None	None	None	None	None	None

While not all inclusive, the following is a list of things that are not allowed in the Residence Halls and would result in a student failing a Health and Safety Inspection:

- Refrigerator or Microwave (apart from Micro fridge unit in each room)
- Large appliances
- Appliances with exposed heating coils
- Hotplates
- Toasters
- Toaster ovens
- Sun lamp
- Halogen lamp
- Candles
- Extension cords
- Pets other than fish
- Extra furniture
- Weapons
- Fireworks
- Drugs and/or drug paraphernalia
- Alcohol

FIRE ALARM AND SPRINKLER POLICES

False fire alarms or tampering with fire alarm or sprinkler equipment is an offense under state of North Dakota criminal law.

It shall be unlawful for any person or persons to wantonly and willfully give or cause to be given, or to advise, counsel, or aid and abet anyone in giving a false alarm of fire, or to break the glass key protector, or to pull the side arm, or lever of any station or signal box of any fire station, or willfully, misuse or damage a portable fire extinguisher or in any way to willfully interfere with, damage, deface, molest, or injure any part or portion of any fire alarm, fire detection, smoke detection, or fire extinguishing system.

Any person violating this statute or any of the provisions of this section shall be guilty of a misdemeanor punishable by a fine not to exceed five hundred dollars (\$500), imprisonment for not more than six months, or both and is punishable under University of Jamestown policy.

Any student who does not leave the residence hall during a fire alarm will be subject to a maximum penalty of \$200 and/or mandatory participation in a work program, imposed by the campus judicial system and/or Housing Agreement.

Students should take special precautions to avoid tampering with, molesting, or accidentally activating the building sprinkler or smoke detection system. For example, sprinkler heads should not be used as a way to hang items in the room. Students may be held liable for damages that occur in rooms/common areas and may be cited by the Jamestown Fire Department.

IMMEDIATE RESPONSE PROCEDURE IN THE EVENT OF FIRE:

Any faculty, employee, or student discovering smoke and/or fire should perform the following activities as appropriate if fire is small:

Report the findings at once to Campus Safety

Attempt to extinguish the fire with a fire extinguisher

Activate the nearest alarm by pulling a fire alarm pull-station or, in buildings where there is no fire alarm system,

Alert building occupants by word of mouth.

If fire is severe and threatening dial 911 and provide the following information:

Your name and location;

Location of fire;

Details as requested;

Leave the building as quickly as possible.

In case of electrical or other serious fire, no attempt should be made to deal with the fire unless such action is compatible with the safety of all concerned.

EMERGENCY EVACUATION POLICY

Emergency events that threaten the welfare, safety, or health of staff, faculty, students, and visitors through unforeseeable situations, may be dealt with in such a way as to minimize the likelihood of injury or loss of life. University of Jamestown has developed

procedures to help its personnel respond to a variety of emergencies.

In the event of fire or potential emergency events such as severe medical situations, bomb threats, extreme weather conditions and power loss, the procedure for evacuation outlined in this policy shall be followed. Following this plan will assure a safe and orderly evacuation of the building in the shortest time. It should be noted that all buildings are equipped with fire extinguishers, emergency lighting and lighted EXIT signs, as required by law. The University requires the cooperation of all staff, faculty, guests, and students in conducting training and drills and responding according to established procedures, if such events arise. Training will be provided to assure that all employees follow appropriate emergency procedures. The University relies upon the coordinated action of an extensive emergency response team to evacuate campus buildings quickly and effectively in emergencies. This team includes but is not limited to Campus Safety, Building Captains, Fire Department, and the Jamestown Police Department.

EVACUATION PROCEDURES

In the event that an emergency situation requires the complete evacuation of the floor or building, the following procedures will apply to all departments, employees, students, and visitors:

An employee discovering a fire or other emergency necessitating a general alarm, shall activate the fire or necessary alarm; and call Campus Safety or 911 and give appropriate information.

Everyone must leave the building immediately, in an orderly fashion, by the closest possible exit. Exit from emergency stairwells where indicated. Do not use elevators.

The first person to reach any exit door should touch it to determine if it is hot. If the door feels hot, direct evacuating persons to an alternate exit route.

In smoke areas, stay low (out of highest concentration of smoke).

Maintain a single file and keep to the right on stairways so that persons entering the stairwell from lower floors can merge safely into the line and emergency response personnel can use the opposite side.

Once outside report to the designated assembly area or move far away from the building. Do not obstruct the exit doors at street level. Clear the area.

Remain in the assigned assembly area until instructed by the appropriate authority to return to the building or to move to a safer location.

Do not re-enter the building until the Jamestown Fire Department or Campus Safety give an "All Clear" signal.

Obey the directions of Campus Safety Officers at all times.

PEOPLE WITH DISABILITIES

At the beginning of each semester, the Disability Services Office shall provide the Campus Safety Division a comprehensive list of all disabled students and the type of disability to enable the department plan for eventual evacuation. Faculty, staff, and students are encouraged to communicate to Campus Safety or Fire Officials, as they exit, the location of any disabled person within the building.

IN THE EVENT OF A FIRE:

Disabled persons are to be evacuated by the stairwells with the assistance of Campus Safety or Jamestown Fire Department. Generally, wheelchairs should not be carried down the stairs; a person who, for reasons of personal health or safety, may not be removed from his or her wheelchair must so inform the fire or police officials. Evacuation chairs, if available, should be brought to assist the non-ambulatory.

SANCTIONS FOR NOT EVACUATING

Fine, not to exceed \$200;
Educational sanctions.

NOTES

We urge members of the University community to use this report as a guide for safe practices on and off-campus. The Campus Safety Department sends an e-mail to every enrolled student and current employee on an annual basis to notify that the report is available to be viewed.

The e-mail includes a brief summary of the contents of this report and the web address for the Campus Safety website and where the Annual Security and Fire Safety Report can be found at: <http://www.uj.edu/heoa>

A copy of the report will be mailed to anyone requesting a copy. Anyone may obtain a copy in Human Resources or the Campus Safety Department.