

Campus Safety & Fire Report for 2018

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The annual Security and Fire Safety Report is released by October 1 of each year. The full text of this report can be located on our website at:

<http://www.oak.edu/student-life/campus-safety>

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OVERVIEW

The U. S. Department of Education is committed to assisting schools in providing students with a safe environment in which to learn, and to keep students and parents well informed about campus security. The Department continues to be committed to the enforcement of the Campus Security Act of 1990, which requires a school to compile an annual campus security report.

The Oakland City University annual Campus Security & Fire Safety Report is released by October 1st of each year. The report is reviewed and updated annually to ensure compliance with state and federal crime awareness and campus security legislation.

On July 22, 2015, the Department of Education issued notification of final regulations to the Clery Act, released in October 2014. The Violence Against Women Reauthorization Act (VAWA) amended the Jeanne Clery Act to afford additional rights to campus victims of sexual assault, domestic violence, dating violence, and stalking. Beginning in 2016, schools were required to provide additional information pertaining to VAWA regulations in their annual report.

The safety of the students at Oakland City University is monitored jointly by the Offices of Student Life, Residence Life, and Campus Safety & Security. The Director of Student Life oversees the safety of all Oakland City University students, particularly while students are on the university main campus and ensures that security policies are enforced. The Director of Student Life, Director of Residential Life, Residence Hall Directors, and Resident Assistants are responsible for maintaining a secure living environment for students living on campus and reporting any criminal activity to the appropriate university officials/authorities. The Director of Campus Safety & Security works closely with local law enforcement personnel, and places security guards on duty every day from 5:30 p.m. – 1:30 a.m.

In addition, the Director of Campus Safety & Security is on call 24 hours a day and Student Life professionals are also on duty during scheduled business days and on call 24 hours a day. Crime statistics for the previous year are available in the Office for Student Life.

TIMELY WARNINGS

A campus wide “timely warning” will be issued when a situation arises, either on or off campus that, in the judgment of the Executive Council, constitutes a continuous or serious threat to the OCU community. The warning will be issued through the university email system and/or through the OCU Emergency Notification System to students, faculty, and staff.

If an emergency notification is warranted due to an immediate threat to the community, a member of the Executive Council will send an emergency alert via the OCU Emergency Notification System. This is a free service to all OCU faculty, staff, and students. Emergency alerts automatically populate on the OCU Campus Safety web page at: <http://www.oak.edu/student-life/campus-safety/emergency-notification-system>

Note: Sometime during the Fall 2019 semester, the university will begin using an Emergency Notification System called, RAVE ALERT. The OCU community will learn much more about RAVE once this new system is in place.

Anyone with information they believe warrants a timely warning should report the circumstances to the Office of Student Life personnel by phone at 812-749-1421. To report in person, go to the Office for Student Life, main level of the Student Life Center (Bower-Suhrheinrich Building), Suite 204. If the timely warning affects Oakland City University locations other than the main campus, report the circumstances by phone at (812) 749-1421 or in person to site personnel.

EMERGENCY PROCEDURES

The following procedures have been established to allow Oakland City University to provide its constituents with appropriate responses when presented with conditions threatening the safety of the individual or community. Oakland City University has an excellent working relationship with the Oakland City Police Department. If the Oakland City PD are dealing with an incident off-campus (within the city) and they believe there to be a possible threat to our campus, they will notify university administration so necessary action can be taken to protect the OCU community.

Bomb Threats

Telephone Threat

- Remain calm.
- Do not hang up. Keep the caller on the line as long as possible and listen carefully.
- Note the time of the call and the telephone instrument it came in on.
- Note the caller's number if your phone is equipped with caller ID.
- Note the exact words of the caller.

- Ask the caller the following questions or listen for the following information:
 - ✓ Where is it located?
 - ✓ When will it go off?
 - ✓ What does it look like?
 - ✓ What kind is it?
 - ✓ What is the caller's name and motive for placing the bomb?
 - ✓ Are you an employee?
 - ✓ Are you a student?
 - ✓ Write down any information noticed, e.g. background noises, gender of caller, voice pitch and speech patterns, accent, etc.
 - ✓ Call 911 and report the incident.
 - ✓ Notify the Office for Student Life.

Written Threat

- Remain calm.
- Call 911 and report the threat.
- Notify the Office for Student Life immediately.
- Follow procedures for SUSPICIOUS PACKAGES AND ENVELOPES.

Civil Disturbance

Outdoors

- Implement appropriate emergency procedures by moving students, visitors, and employees to a safe location (as conditions permit) inside buildings to protect against trauma or danger.
- Call 911 and report the emergency.
- Notify the Office for Student Life of the type of disturbance, its location, and the number of people causing it.
- Maintain a calming influence over your group. Reassure students, visitors, and employees that everything possible is being done to return the situation to a normal condition.
- Should a gunshot be heard, get everyone on the ground immediately.

Indoors

- Call 911 and report the emergency.
- Notify the Office for Student Life of the type of disturbance, its location, the number of people causing it, who is involved, any weapon presence, and your name. Provide as much information as possible.
- Keep students, visitors, and employees quiet and away from doors and windows.
- Lock all room doors.
- Account for all persons. Report any missing persons to emergency personnel or the Office for Student Life immediately.
- Close window shades, curtains, or blinds.
- Maintain a calming influence over your group. Reassure students, visitors, and employees that everything possible is being done to return the situation to a normal condition.
- Should a gunshot be heard, get everyone on the floor immediately.
- Always contact the Office for Student Life when you have an emergency in your room.
- Remain in the classroom or other safe area until notified by emergency personnel, the Office for Student Life, or designated university personnel to move or return to normal conditions.

Earthquake/Structural Collapse

If you are inside:

- Watch for falling objects.
- Crawl under a table, counter, etc.
- Get into a protective position by tucking your head into your knees and cover your head with your arms.
- Stay away from windows, glass partitions, and mirrors.
- Stay away from overhead fixtures.
- Stay away from filing cabinets.
- Stay away from bookcases.
- Stay away from electrical appliances.
- Stay away from hanging objects.
- Evacuate the building only after debris has stopped falling.

If you are outside:

- Move to an open area away from building structures.
- Watch for fallen power lines.
- Watch for fallen streetlights.
- Watch for fallen trees.
- Watch for broken glass.

If you are in a vehicle:

- Stop your vehicle in the nearest open area.
- Stay in your vehicle until the tremors have subsided.

After the incident:

- Remain calm.
- Be prepared for after-shocks.
- If evacuation is ordered, use the nearest and safest exit.
- DO NOT USE ELEVATORS.
- Proceed to your designated evacuation assembly area.
- Do not move seriously injured persons unless they are in danger.
- Open doors carefully.
- Watch for falling objects.
- Do not use matches/lighters or other sources of ignition.
- Avoid using telephones, as emergency response personnel will need these.

Evacuation

Building Evacuation

- Any Oakland City University staff or faculty member may issue an evacuation notification of a classroom or office area. The purpose is to move people away from any potentially threatening situation.
- Develop your plan now: Before a classroom or office can properly evacuate, a safe designated location must be determined and communicated.
- Direct persons to go immediately in a calm and orderly manner to the agreed-upon designated location.
- Consider persons with disabilities that may need assistance evacuating.
- Individuals with disabilities should exit to the next building or outside by horizontal exit (when available) or otherwise to stairway landing (considered an area of rescue). Inform emergency personnel of any missing persons and/or the number of people at the area of rescue.
- Do not take personal items.
- Close and lock doors behind you while exiting.
- You may walk briskly but do not run.
- Do not go to restrooms.
- Do not return to your area for personal belongings.
- If smoke is present, stay low. The best quality air is near the floor.
- Use stairway or horizontal exit to evacuate.
- DO NOT USE THE ELEVATORS.

Situations that require full building evacuation:

- An evacuation of a building is used to move persons out of a building by a pre-designated route (if usable) to avoid a potentially threatening situation.
- Exit the building and go to your pre-determined designated area at least 300 feet away from the building.
- Do not return to the building from your designated area until told to do so by emergency personnel, the Office for Student Life or designated university personnel.

Fire or Explosion

If you discover fire or smoke...

Call 911 and report the emergency.

Remember R.A.C.E

- Rescue: Remove anyone from immediate danger.
- Alarm: Activate the nearest fire alarm pull station.
- Contain: Close all doors to confine smoke and fire.
- Extinguish/Evacuate: If the fire is small and you have been trained in fire extinguisher use, you can attempt to extinguish a fire. Otherwise, follow your Evacuation Plan and proceed to the nearest exit and designated area outside the building.

If you catch on fire...

- DO NOT RUN! **Stop** where you are, **Drop** to the ground and **Roll** over and over to smother flames.

Response to Fire Alarms or Explosions...

- Remain calm.
- Evacuate and stay with your class or office group.
- Remember to take your class roster with you to the designated area.
- Once you have reached the designated area, report any missing person(s) to emergency personnel and the Office for Student Life.
- Only return to the building when directed by emergency personnel, the Office for Student Life, or the designated university personnel.

Evacuation Reminders...

- If leaving a room, feel the door with the back of your hand before opening it. Do not open any door that feels hot.
- Do not return to your area for personal belongings.
- If smoke is present, stay low. Best quality air is near the floor.
- Use stairway or horizontal exit to evacuate.
- Do not use the elevators.

- Consider individuals with disabilities that may need assistance evacuating.
- Notify the Office for Student Life and emergency personnel of missing persons and where they were seen last.
- Never allow the fire to come between you and the exit.
- The university Maintenance Department monitors all fire alarm signals on the main campus and will respond to these signals on main campus only.

If you are trapped in a room...

Wedge wet towels or cloth materials along the bottom of the door to keep smoke out.

- Try to close as many doors between you and the fire as possible.
- Call 911 and the Office for Student Life of your situation and location.
- If you are trapped in an area and need fresh air, only break the window as a last resort. Use caution when breaking a window to avoid injury to yourself.

Hazard Material Spills

- If a corrosive or toxic chemical comes in contact with your skin, immediately flush the affected area with water for at least 15 minutes. If possible, have someone call for assistance immediately. Have them notify 911 or the Office of Student Life depending on the severity of the spill and/or the chemical involved. Always notify Student Life of any incidents.
- Do not attempt to clean up a chemical spill unless you are trained and have the proper protective equipment to perform the clean-up.
- Evacuate the area when there is possible danger of harmful or flammable vapors. Notify others in your immediate area to evacuate. Initiate the fire alarm when necessary.
- Always evacuate in a calm and orderly manner to a safe predetermined location. Notify emergency personnel and Student Life of any missing persons and where they were last seen.
- To increase ventilation to the affected area, call the university Maintenance Department for assistance.
- If possible, control access to the affected area by closing doors.
- Check those involved for adverse medical symptoms (shortness of breath, fainting, etc.) and request immediate medical attention as appropriate.
- Evacuees should remain in the designated safe area until emergency personnel or the Office for Student Life indicates it is safe to return to the affected area.

Human Body Fluids (Bloodborne Pathogens)

If a Human Body Fluid Spill should occur, including Blood, Vomit, Feces, Saliva, or Urine:

- Always notify the Office for Student Life when exposed to human bodily fluids and seek professional medical treatment.
- Human body fluids are also known as bloodborne pathogens.
- Do not clean up a human bodily fluid spill unless you are trained in blood borne pathogens cleanup procedures.
- Always treat human body fluids as an infectious waste.
- Always wear rubber latex gloves when handling human bodily fluids.
- To remove gloves, avoid touching contaminated area of the gloves and wash hands thoroughly with soap and water.
- When danger of splashing exists, wear a face shield to prevent human body fluids from getting in your eyes, nose, and mouth.
- Avoid getting human bodily fluids in open sores or wounds.
- If human bodily fluids come in contact with your skin, wash the area immediately with soap and water and rinse.

Lockdown – Room, Building, or Campus

Room Lockdown Response

- A room lockdown response is used when it may be more dangerous to evacuate the building than to stay in the assigned rooms. Examples: Violent or potentially violent incident by an angry or deranged person, uncontrollable acts of aggression, a person or persons threatening with a gun or other deadly weapon, robbery in progress, etc.

Room Lockdown Procedure

- Remain calm and stay with your students, visitors, and employees or associate workers.
- Lock room doors, windows, and close shades immediately.
- Notify 911 and the Office for Student Life of the situation as soon as possible without endangering yourself.
- Notify 911 and student life of the type of disturbance, its location, the number of people causing it, who is involved, any weapon presence and your name. Provide as much information as possible.
- Keep quiet and away from doors and windows.
- Instruct everyone to silence cell phones.
- If a gunshot is heard, keep people down near the floor and shielded under/behind room furniture as much as possible.
- Maintain a calming influence over your group. Reassure students, visitors, and employees that everything possible is being done to return the situation to a normal condition.
- Contact emergency personnel and the Office for Student Life as soon as possible of any medical emergencies.

- Conduct a count of all persons and report any missing person to the Office for Student Life or emergency personnel.
- Remain in the secured room until released by emergency personnel, the Office for Student Life, or designated university personnel.
- If gun shots are fired, and fleeing is necessary, run away in a zig zag manner, not in a straight line.

Building or Campus Lockdown Response

- The decision to initiate a building or campus wide lockdown rests with the Office for Student Life, the Academic Affairs Office, or the Executive Offices.
- A Lockdown consists of moving all students, visitors, and employees, and others off the grounds (outside) and into the buildings, securing all entrances, and denying access to any unauthorized persons.
- Always begin the Lockdown procedure immediately following notification to do so.
- Cancel all outdoor activities until approved otherwise by the Office for Student Life or designated university personnel.
- No person should leave a building under a lockdown order until the order has been cancelled by emergency personnel, the Office for Student Life or designated university personnel.
- Ensure all instructions issued by the Office for Student Life or designated university personnel are followed immediately.

Hostage/Weapons Situations

- Contact emergency personnel. Notify the Office for Student Life if possible. Make sure they understand that there is an armed person at the school and his/her last known location. Inform them of any known injuries. If possible, stay on the line with 911 until help arrives or you are instructed to disconnect by the dispatcher.
- The person in charge will notify all professors and students to initiate Lock Down procedures. Notify students outside the building to report to the nearest safe classroom.
- Avoid the use of codes. Communicate instructions clearly and directly.
- Under no circumstances should the students be evacuated without the approval and assistance of the police.
- If it can be done safely, a staff member may be sent outside the building to help direct traffic before emergency personnel arrive.
- When emergency personnel arrive, all staff should fully cooperate and assist as directed. They have been trained to deal with this kind of situation so let them do their job.

Unauthorized Visitors and/or Hostile Intruders

- Notify the Office for Student Life or other designated university personnel if you know that someone is in the building without permission or becoming hostile.
- Contact local law enforcement, call 911, if an intruder is agitated or becomes hostile.

Here are some tips for dealing with such persons:

- Be empathic: Try not to be judgmental of the person's feelings.
- Clarify messages: Listen to what is really being said. Respond to the person's issues by saying, for example, "I'll take you to _____ to get your issue addressed."
- Respect personal space: Stand at a minimum of six (6) feet from an aggressive person.
- Be aware of body position: Standing eye to eye with a person sends a challenge message.
- Permit verbal venting: Allow the individual to release as much energy as possible through venting.
- Set and enforce reasonable limits: If the individual becomes belligerent, defensive, or disruptive, state limits and directives clearly and concisely.
- Avoid overreacting: Remain calm, rational, and professional.
- Use physical restraint as a last resort: Employing physical techniques on an individual who is only acting verbally can escalate the situation.
- Ignore challenges: Redirect the individual's attention to issue at hand.
- Keep your non-verbal cues non-threatening: Be aware of your body language, movement, and tone of voice. The more an individual loses control, the less he or she listens to your actual words.

Medical Emergency

On Main Campus

- Report all medical emergencies occurring on campus to the Office for Student Life after calling 911.
- Always determine and report if the person is conscious or unconscious.
- In a life or death situation, call 911.
- All student life staff are trained in emergency first aid and CPR.
- The Office for Student Life will call the EMS squad whenever necessary for non-emergency situations.
- The Office for Student Life staff, or other certified university personnel, will provide first aid until the EMS squad arrives.
- The EMS squad crew will take over treatments of injured or sick person and transport them to a local hospital, whenever necessary.
- Students, visitors, and employees needing treatment beyond first aid will be sent to a local medical establishment or hospital for treatment.

Off Campus Sites

- Call 911 and request an EMS unit
- Report accident or illness to the Office for Student Life immediately after situation is under control. Accident forms (Incident Reports) must be filled out by the supervisor or instructor and filed with the Student Life Director or Human Resource Coordinator.

Power Outage

On Main Campus

- Notify the Office for Student Life immediately of a power outage.
- Oakland City University buildings are equipped with automatic standby electrical generators that will provide minimal lighting. Remain where you are unless directed by the Office for Student Life or designated university personnel to relocate or evacuate.
- If the situation could expose students or employees to danger, implement the appropriate emergency procedures, i.e., move outside to a safe location.
- During power outages, turn off electrical equipment or appliances that may be damaged or cause damage once power is restored, i.e., computers, monitors, cooking equipment, etc.
- If instructed to evacuate, proceed cautiously to the nearest outside exit. Report any missing persons to the Office for Student Life or emergency personnel and where they were last seen.

Off Campus Sites

- Notify designated university personnel immediately of a power outage.
- Remain where you are unless directed by the designated university personnel to relocate or evacuate.
- If the situation could expose students or employees to danger, implement the appropriate emergency procedures, i.e., evacuate horizontally to another building or move outside to a safe location.
- During power outages, turn off electrical equipment or appliances that may be damaged or cause damage once power is restored, i.e., computers, monitors, cooking equipment, etc.
- If instructed to evacuate, proceed cautiously to the nearest outside exit. Report any missing persons to the Office for Student Life or emergency personnel and where they were last seen.

Suspicious Packages and Envelopes

Examples:

- Package or envelope discovered with a suspicious powdery substance on the outside.
- Received unexpectedly or sent by someone unfamiliar to you.

- Excessive postage, handwritten or poorly typed address, incorrect titles or titles with no names, or misspelling of common words.
- Addressed to someone no longer affiliated with the university or with outdated postmarks.
- No return address or one that cannot be verified as legitimate.
- Unusual weights, given package size, lopsided, or oddly shaped.
- Unusual amount of tape, string, or other wrapping material.
- Strange odor, stains, or noises (rattles, clicking, etc.)
- Appears to contain electrical wire or tin foil. Return address not consistent with postmark.

What to do if you find a suspicious package or envelope...

- Never touch any package that is suspicious! Do not attempt to touch, move or open, as it could explode or spread!
- Isolate the suspicious package by evacuating the room and locking the door, if possible.
- If the suspicious package is discovered while handling, avoid dropping, throwing, or other abrupt shock movement since this can cause detonation of certain devices. Gently set the package down.
- Call the Oakland City Police on call, or local law enforcement immediately from a safe location! Do not use a radio or cell phone within 100 feet of the object.
- Describe what the package looks like and its location.
- Evacuate others in the area by following established evacuation procedures.
- If you have had direct skin contact with the package, wash hands, arms, etc. with soap and rinse with water for 15 minutes.
- Account for missing persons: Always notify emergency personnel, and/or the Office for Student Life, or the university designated personnel of any missing persons when evacuating an area.
- Always follow precautionary directions given by emergency personnel, the Office for Student Life, or designated university personnel.

Tornado/Severe Weather

Weather Watch

- Is issued by the National Weather Service when severe weather conditions are possible in the area.

Weather Warning

- Is issued by the National Weather Service when severe weather has been sighted in the area.

Snow and Ice Conditions

The university administration constantly monitors severe and changing weather conditions. Whenever snow and ice conditions become so extreme and to the point that it could affect our campus, a decision to postpone or cancel classes may be announced. When in doubt, listen to the local area radio stations and the local area TV stations. Announcements are also available for the main campus on the Oakland City University website at www.oak.edu. Should weather become severe after the university opens, impending closing announcements will be made from the Academic Affairs Office, the Office for Student Life, or designated university personnel for the off campus sites.

Tornado Warning

Whenever the National Weather Service issues a tornado sighting, the Office for Student Life or designated university personnel for off campus sites will monitor the path of the tornado and if the university is near or within the projected path, each building administrator will be contacted to initiate emergency procedures.

- Always listen and follow instructions given by the Office for Student Life or designated university personnel.
- Go to your designated safe area when instructed to do so and take others with you.
- Request students, visitors, and employees not leave campus or the designated safe area until an all clear announcement is issued by the Office for Student Life or designated university personnel.
- Employees should plan ahead and determine their best choice of a designated safe area.
- Do not return to your office or classroom until the all clear announcement is issued by the Office for Student Life or designated university personnel.

Tornado Shelter Areas

In the event of a tornado warning, there are a number of specific safe areas that have been designated as the Tornado Safe Zones. When notified by Student Life or designated university officials, all individuals are to go immediately to their zone for their particular building, staying away from windows.

Barger-Richardson Library-Lowest Level Hallway
Bower-Suhrheinrich Student Center-Lowest Level Hallway
Brokaw Hall-Lowest Level Hallway
Chapman Seminary-Chapel
Cockrum Hall-Lowest Level Hallway
Cornwell-Reed Fine Arts Center-Lowest Level Hallway

Cox Hall-Lowest Level Hallway
 Dearing Hall-Lowest Level Hallway
 Johnson Health and Physical Education Center-Locker Rooms
 Jordan Hall-Lowest Level Hallway
 Kennedy Center-Lowest Level Hallway
 Murray Administration Center-Lowest Level Hallway
 New Hall-Lowest Level Hallway
 Provance Memorial Chapel-Hallway and Offices
 Tichenor Center – Locker Rooms and Office Hallway

For additional sites, check with the Director of the Facility and/or APC.

Safety of and Access to Campus Facilities

A variety of facilities make up the Oakland City University Main Campus. The 911 addresses are provided below. Open access to academic and administrative buildings is available during daytime hours throughout the academic year, except during breaks. Access to the offices in academic buildings when classes are not scheduled may be limited to one entrance. When offices are closed, buildings remain locked. Buildings may be accessed using a key should there be a legitimate reason to enter a building. Emergencies may necessitate changes or alterations to any posted schedules. Housing facilities may be accessed with a key.

University 911 Addresses (updated September 2019)

<u>Building Name</u>	<u>Address</u>	<u>City, State, Zip Code</u>
<u>Campus Buildings/Parking Lots</u>		
University Maintenance	230 W. College Street	Oakland City, IN 47660
Criminal Justice Crime Scene House	1016 W. College Street	Oakland City, IN 47660
Barger Richardson Library	610 W. Columbia Street	Oakland City, IN 47660
Chapman Seminary	715 W. Columbia Street	Oakland City, IN 47660
Kennedy Center	115 N. Franklin Street	Oakland City, IN 47660
Kennedy Center Parking Lots	530 W. Washington 119 N. Clay Street 425 W. Columbia Street	Oakland City, IN 47660
Provance Memorial Chapel	620 N. Franklin Street	Oakland City, IN 47660
Murray Administration Center	138 N. Lucretia Street	Oakland City, IN 47660
OCU Foundation Building	410 W. Morton Street	Oakland City, IN 47660
Wilder Center	903 W. Morton Street	Oakland City, IN 47660
Cockrum Hall	615 W. Oak Street	Oakland City, IN 47660
Bower-Suhrheinrich Student Life Center	720 W. Sherman Street	Oakland City, IN 47660
Cornwell-Reed Music & Arts	710 W. Williams Street	Oakland City, IN 47660
Retail Space (SE Corner)	811 W. Williams Street	Oakland City, IN 47660
Retail Space (NE Corner)	819 W. Williams Street	Oakland City, IN 47660

<u>Athletic Buildings & Facilities</u>		
Tichenor Athletic Center	1064 S. State Road 57	Oakland City, IN 47660
Basketball Courts	1010 W. Williams Street	Oakland City, IN 47660
Tennis Courts	1020 W. Williams Street	Oakland City, IN 47660
Pinnick Baseball Field	1100 W. Williams Street	Oakland City, IN 47660
Aigner Soccer Field	1121 W. Williams Street	Oakland City, IN 47660
East Gibson Softball Field	12729 Co Rd 100 South	Oakland City, IN 47660
Johnson Center, Gymnasium	705 N. Franklin Street	Oakland City, IN 47660
<u>Residence Life - Housing/Parking Lot</u>		
Brokaw Hall	125 N. Franklin Street	Oakland City, IN 47660
Jordan Hall	215 N. Clay Street	Oakland City, IN 47660
Parking Lot	223 N. Clay Street	Oakland City, IN 47660
Cox Hall (James E. Cox Hall)	610 W. College Street	Oakland City, IN 47660
Carriage House Apartments	625 W. College Street	Oakland City, IN 47660
Dearing Hall	715 W. Sherman Street	Oakland City, IN 47660
New Residence Hall	831 W. Williams Street	Oakland City, IN 47660
New Residence Hall Parking Lot	218-221 N. First St.	
<u>University Houses/Lots</u>		
Parking Lots	College & Sherman Streets	Oakland City, IN 47660
Presidents House	110 N. Lucretia Street	Oakland City, IN 47660
Holderbaugh House	122 S. Lucretia Street	Oakland City, IN 47660
Amsler House	124 First Avenue	Oakland City, IN 47660
Madison House	214 N. Madison Street	Oakland City, IN 47660
Neal House	234 N. Second Avenue	Oakland City, IN 47660
Kramer House	130 N. Fourth Avenue	Oakland City, IN 47660
Church Building	115 N. Fifth Avenue	Oakland City, IN 47660
House w/ Church Building	1111 W. Columbia Street	Oakland City, IN 47660
Vacant Lot	117 N. Fifth Avenue	Oakland City, IN 47660
Vacant Lots / Parking	118 & 132 N. First Avenue	Oakland City, IN 47660
Riddle House	515 Washington Street	Oakland City, IN 47660
Parking Lots / Garage	530 - 526 W. Columbia Street	Oakland City, IN 47660
Parking Lot	604 W. Columbia Street	Oakland City, IN 47660
Parking Lot	523 College Street	Oakland City, IN 47660
Parking Lot	720 W. College Street	Oakland City, IN 47660
Carr House	725 W. College Street	Oakland City, IN 47660
Kell-Lutz House	831 W. Williams Street	Oakland City, IN 47660
Howe's House	910 Williams Street	Oakland City, IN 47660
Broshears' House	911 W. Williams Street	Oakland City, IN 47660
Williams House	913 W. Williams Street	Oakland City, IN 47660
Vacant Lot	1122 W. Williams Street	Oakland City, IN 47660

REPORTING A CRIME

Responsibility of the University Community

All levels of the university community have a special responsibility for safety and security. A brief summary of reporting procedures is available here. For full reporting procedures and university policies regarding safety, please see the section entitled, “*Safe Environment*” included in the “*Additional Oakland City University Policies*” section of this manual.

If behaviors that violate university safety and security policies are observed, the person(s) observing such behavior(s) should promptly bring the matter(s) to the attention of a Student Life Staff member and/or local law enforcement authorities with jurisdiction for appropriate action.

If you are the victim of a crime, such as, but not limited to, a crime of sexual assault, domestic violence, dating violence or stalking, and you wish to pursue action with the university or the criminal justice system (Oakland City Police Department or local law enforcement at your location), you can contact any of the individuals listed on the following pages to begin the process.

The Role of “Confidential Employees” and “Responsible Employees”

While most faculty and staff members at Oakland City University are considered “Responsible Employees” -- they are required to report known details of sexual harassment or sexual violence incidents to university authorities for investigative purposes, the university also offers victims the opportunity to speak to “Confidential Employees.”

Confidential employees are required to keep a victim's information private and confidential, which cannot be shared with university authorities, without the victim's permission. They can assist the victim in helping them understand all of their available options so they can make informed decisions, such as whether or not to report the crime, seek counseling, among other available options and resources. “Confidential Employees” can also help the victim to better understand his/her supportive resources.

Confidential Employees at Oakland City University include:

- Melinda Sams, Personal Counselor, 812.749.1396; and
- Jeff Bralley, Campus Pastor, 812.749.1455.

Note: “Confidential Employees” will provide the victim the written notifications of resources and will maintain their confidentiality as long as there is no threat to the victim or another life. In addition, for accuracy of crime statistics (reporting), “Confidential Employees” will communicate incidents and locations if possible; however, they will not disclose any PII (personally identifiable information) of the victim.

If you do not want to pursue action with the university or the criminal justice system, you may still want to consider making a confidential report. Confidential reports may be made through the use of the OCU Protection Line.

The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of all members of the university community. With such information, the university can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Students have the option to report any form of harassment to university officials or by calling the university hotline phone number at (800) 576-5262. After listening to the first message, the student should enter code 30084 when prompted to do so. This also allows a student who wishes to remain anonymous.

Crimes			
Title	Jurisdiction	Name	Contact Information
Oakland City University Security	Campus	Alec Hensley, Director	812-749-1498
Oakland City Police Department	Oakland City		911 (Emergencies) or 812-385-3496
Gibson County Sheriff	Gibson County		911 (Emergencies) or 812-385-3496
Interim Vice President for Administration	Campus	Mr. Clint Woolsey	812-749-1441
Director of Student Life	Campus	Mr. Bradley Knotts	812-749-1215

Harassment and Other Non-criminal Misconduct			
Title	Name	Contact Information	Email
University Compliance Officer and Title IX Coordinator	Ms. Patricia Endicott	812-749-1435	pendicott@oak.edu
Interim Vice President for Administration	Mr. Clint Woolsey	812-749-1441	cwoolsey@oak.edu
Director of Student Life	Mr. Bradley Knotts	812-749-1215	bknotts@oak.edu
Human Resources Coordinator	Mrs. Cheryl Yates	812-749-1416	cyates@oak.edu

Oakland City University will offer resources to support the accuser (complainant) and the alleged offender (respondent). The university's fact-finding and conduct procedures will be utilized and the proceedings will be prompt, fair and impartial. In addition, the university will, as appropriate, inform members of the Oakland City community when an incident has been reported. The procedures to implement this policy will take into account the need to investigate charges that may be filed and the privacy rights of all involved. When appropriate, Counseling Services and the Director of Student Life will provide outreach and support to faculty, staff, and students affected by a particular incident. Additional support or protective measures offered to students may include changes to academic and/or housing situations if the change is reasonably available. *(The University's Safe Environment Policy addresses Sexual Violence Prevention in more detail later in this document.)*

Relationship with Local Law Enforcement, Gibson County Sherriff's Department, and the Indiana State Police

The university's Chief of Security is a member of the Oakland City Police Department. He, in turn, has an excellent working relationship with Gibson County Sherriff's Department and the Indiana State Police. If needed, beyond our local law enforcement authorities, additional resources (County & State) are available. Members of the university community may receive emergency alerts from the university with RAVE for their location or may opt out. Additional emergency notifications are available from local law enforcement by signing up for the appropriate Nixle service or other service provided at your location. Follow this link to sign up for the Nixle service: <http://www.nixle.com>

Main Campus Security

Campus Security includes the university Chief of Security and several student employees. Student employees monitor security procedures throughout the facilities and are available to assist the university community. If a crime or other incident occurs, Campus Security will file a report with the university and may assist in contacting local law enforcement to report a crime. Campus Security student employees do not have arrest authority.

Daily Security Logs & Incident Reports

Statistical information is compiled from the contents of the daily security log which contains summaries of each day's events. In addition to the daily security logs, individual reports are made for any campus incident. Incident reports include individuals involved, location, type of incident, date and time of incident, incident summary and the name of the individual completing the report. Daily security logs and incident reports are also used to alert Maintenance and Housekeeping regarding lighting and other issues which require monitoring to maintain campus safety. Daily logs are maintained in the Executive Office and are available upon request. Requests will be honored

according to university policy, allowing time to ensure that personally identifiable information (PII) has been redacted from the reports.

Obtaining Information about Registered Sex Offenders

Adult criminal sex offenders who must register with law enforcement officials must also notify those officials of their enrollment or employment at institutions of higher education within the state. The Indiana Sheriff's Association maintains the Indiana Sex and Violent Offender Registry.

Questions about a particular offender in the vicinity of Oakland City University or reports of potentially incorrect information on the registry website for offenders should be directed to the Gibson County Sheriff's Department.

General questions about sex offender registration or the registry website, http://www.sheriffalerts.com/cap_main.php?office=54663, may be directed to the Indiana Sheriff's Association with the following contact information:

Indiana Sheriffs' Association

Phone: (800) 622-4779
(317) 356-3633
Fax: (317) 356-3996
Mailing: P.O. Box 19127
7215 E. 21st Street Suite E
Indianapolis, IN 46219

FIRE SAFETY

Fire Alarm Systems in Housing Facilities

Smoke detectors are provided for each room in the Residence Halls.

Dearing Residence Hall: Smoke detectors and a fire alarm system which triggers horns and lights throughout the public areas of the building.

Brokaw Residence Hall: Smoke detectors and a fire alarm system which triggers horns throughout the public areas of the building.

Jordan Residence Hall: Smoke detectors and a fire alarm system which triggers horns throughout the public areas of the building.

James E. Cox Residence Hall: Smoke detectors and a fire alarm system which triggers horns and lights throughout the public areas of the building.

New Hall: Smoke detectors and a fire alarm system which triggers horns and lights throughout the building.

University Owed Houses: Minimum of one smoke detector in each house.

Policies and Practices Pertaining to Fire Safety

Appliances

Open cooking is not allowed in a residence hall room. Any appliances that could pose a fire hazard such as a hot plate with a skillet, a deep fat fryer, a wok, an electric skillet, etc. are **not** allowed.

No open flames are permitted (i.e. burning of candles) in any residence hall.

Hair dryers, irons, radios, stereos, televisions, etc. are acceptable appliances. Refrigerators that are 5 cubic feet or less are allowed in residence hall rooms. Any acceptable appliances could be deemed not acceptable if its use is determined to be a fire risk as stated by the university's insurance carrier. If there is any question concerning an appliance, the Residence Hall Director must be consulted.

Fireworks

The possession, use, or sale of fireworks or other explosive devices in any form is strictly forbidden on the OCU campus.

Fire Drills and Rules

The purpose of fire drills is to prepare housing occupants for an organized evacuation in case of fire or other emergency. There will be periodic fire drills in the university residence halls, in accordance with fire regulations, to educate and train occupants on fire safety issues specific to their building. All fire drills are unannounced. Fire drills also allow the university an opportunity to test the operation of fire alarm system. If deficiencies are noted during a drill, they will be immediately reported to the appropriate department for corrective measures.

Anyone who misuses fire or fire equipment will be subject to disciplinary action and a fine. Also, pulling a fire alarm when there is no fire is a federal offense and carries a stiff penalty.

Fire Extinguishers

Fire extinguishers are available throughout the public areas of the residence halls: Brokaw; Cox; Dearing; Jordan; and New Hall. These extinguishers are inspected on an annual basis.

Safety Leadership Team

The OCU Safety Leadership Team meets on a regular basis. Throughout the year, safety regulations, including fire safety, are reviewed and recommendations for future improvements are developed for consideration by university administration for all OCU locations. *Please note: OCU does not currently have any officially recognized student organizations with non-campus locations.*

This team also monitors and recommends programming to enhance a safe community at OCU. Examples of the types of programming offered include, but are not limited to:

- An annual “creating a safe community” presentation for incoming students. Elements of this program include: making healthy choices, reviewing important policies in the student handbook, what is Title IX?, ways to be safe (prevention information), what is effective consent?, what is bystander intervention?, and where to turn for assistance;
- A drug and alcohol prevention convocation presented to students and employees during the academic year. This program focuses on the impact of drug and alcohol abuse on individuals, families, and the community as well as legal ramifications;
- Alcohol Awareness Programs during the month of October;
- An annual health fair available to students, faculty and staff which includes booths promoting prevention and awareness campaigns;
- Residence hall meetings for all students residing in university housing that reviews safety and security policies and procedures;
- Bystander intervention training and other important training topics are offered to the OCU community through the SAFE COLLEGES ON-LINE TRAINING.
- OCU Drug Free Program and Biennial Review and the various programs reported within it, and
- Additional programs described throughout this report

Storm Drills

There will be periodic storm drills involving those students living in the residence halls. The Residence Life staff will instruct the residents concerning where they are to go in the case of severe weather.

Tobacco Use

Smoking and tobacco chewing are prohibited in **ALL** Oakland City University buildings and Oakland City University owned transportation vehicles. The Oaks Snack Bar, the Oakland City University Cafeteria and residence halls are included. In addition, Indiana law states that no smoking is allowed within eight (8) feet of the entrance to any building.

Educational Programming and Services

Alcohol and Other Drug Prevention Education and Services

All main campus students and employees are expected to attend any Alcohol and other Drug Prevention Convocations held during the academic year. Due to schedules and distance, it is not often feasible for graduate students, students

attending at other locations and employees working at the other locations to participate. These students are encouraged to take advantage of other resources and educational programs available to students and employees. For additional information on these resources and programs, contact the Office for Student Life.

Student Activities sponsors an annual "Safe Spring Break" program by encouraging students to make positive and safe choices during their spring break, instead of choosing to consume or abuse alcohol.

The Health & Wellness Coordinator works together with the Campus Counselor and local Social Service Agencies to present workshop opportunities related to wellness topics. These workshops are available to all students and employees, and are free of charge.

Oakland City University (in collaboration with the Health & Wellness Coordinator and the Human Resources Office) sponsors an annual Health Fair during the spring semester and brings in a variety of health and wellness vendors to campus, to encourage healthy choices and healthy life styles. All students, faculty, and staff are strongly encouraged to attend.

The campus pastor and the campus counselor are available to all students and employees to provide support, guidance, and information.

Sexual Harassment/Sexual Misconduct or Sexual Violence Educational Programs and Campaigns

During the first weeks of each academic semester, a program is presented to first-year students entitled, "Creating a Safe Community at OCU." Elements of this program include: making healthy choices, reviewing important policies in the student handbook, what is Title IX?, ways to be safe (prevention information), what is effective consent?, what is bystander intervention?, and where to turn for assistance. Students are informed that the university prohibits crimes of dating violence, domestic violence, sexual assault, and stalking and any such acts against another person will not be tolerated at Oakland City University. This material is covered in multiple sessions in an effort to reach all first-year and new transfer students.

A victim advocate is available 24/7 to provide support and information to victims of sexual assault and/or harassment. This is an off-campus service with no affiliation to the university. To receive assistance, call (812) 424-RAPE or 1-800-339-7752.

Confidential services are also offered by the university's counseling services. Information regarding medical and counseling services and student conduct

complaint procedures are presented to anyone who seeks assistance following an incident of alleged sexual assault, sexual violence, or harassment.

Harassment (in all forms), sexual misconduct, non-consensual sexual intercourse, nonconsensual sexual contact, and sexual exploitation are tied closely to learned roles. It is necessary for men and women to learn more about this issue and the means for addressing problems as they arise. The university encourages education on the subjects of sexual harassment and sexual misconduct. These efforts focus on prevention and education efforts for all students, faculty, and staff.

Anyone interested in learning more or obtaining information on these issues can contact Oakland City University's Compliance Officer, Patricia Endicott, who also serves as the University's Title IX Coordinator; the Interim Vice President for Administration; the Director of Student Life, the OCU Counseling Services; or the Oakland City Police Department or Gibson County Sheriff. In addition, the Human Resources Department can give students, faculty, and staff complete information on policies related to sexual harassment and sexual misconduct.

Crimes			
Title	Jurisdiction	Name	Contact Information
Oakland City University Security	Campus	Mr. Alec Hensley	812-749-1498
Oakland City Police Department	Oakland City		911 (Emergencies) OR 812-385-3496
Gibson County Sheriff	Gibson County		911 (Emergencies) OR 812-385-3496
Interim Vice President for Administration	Campus	Mr. Clint Woolsey	812-749-1441
Director of Student Life	Campus	Mr. Bradley Knotts	812-749-1215

Sexual Harassment/Misconduct Education and Services

Title	Name	Contact Information	Email
University Compliance Officer and Title IX Coordinator	Ms. Patricia Endicott	812-749-1435	pendicott@oak.edu
Interim Vice President for Administration	Mr. Clint Woolsey	812-749-1441	cwoolsey@oak.edu
Director of Student Life	Mr. Bradley Knotts	812-749-1215	bknotts@oak.edu
Human Resources Coordinator	Mrs. Cheryl Yates	812-749-1416	cyates@oak.edu

Crime Definitions

The following definitions are used to collect annual crime statistics for the Annual Campus Safety and Fire Report and for the Campus Safety and Security Web-Based Data Collection Survey.

Glossary of Terms:

Aggravated Assault: An unlawful attack by one person upon another for the purpose 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.

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

Burglary: The unlawful entry of a structure to commit a felony or a theft.

Dating Violence: Indiana does not have a law that defines Dating Violence. The definition used at Oakland City University and provided below is based on the VAWA definition 42 U.S.C.13925(a).

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. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition,

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence: (Indiana Code: 5-26.5-1-3)

<https://iga.in.gov/legislative/laws/2016/ic/titles/005/articles/26.5/chapters/001/>

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: The violation of laws prohibiting the production, and/or use of certain controlled substances and the equipment or devices utilized in the preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics – manufactured narcotics which can cause true addiction (Demerol, Methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).

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

Hate Crime: A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of Clery, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

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

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

Liquor Law Violations: The violation of state and local laws or ordinances prohibiting the manufacture, sale, purchase, transporting, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Included in this classification: the manufacture, sale, transportation, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operation of a still; furnishing liquor to a minor, or intemperate person; underage possession; using a vehicle for illegal transporting of liquor; drinking on a train or public conveyance; and all attempts to commit any of the above.

Manslaughter by Negligence: The killing of another person through gross negligence.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

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

Non-campus Buildings or Property: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

On-Campus: Any building or property owned or controlled by an institution within the same reasonable contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residential halls; and (2) Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

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

Referred for disciplinary action: The referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

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

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

Stalking: (Indiana Code 35-45-10-1)

<https://iga.in.gov/legislative/laws/2016/ic/titles/035/articles/045/chapters/010/>

Engaging in a *course of conduct* directed at a specific person that would cause a *reasonable person* to:

- fear for the person's safety or the safety of others; or
- suffer *substantial emotional distress*

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

Weapons – carrying, possessing, etc.: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Include in this classification: manufacture, sale or possession of deadly weapons; carrying deadly weapons; concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

End of Crime Definitions

What is Effective Consent?

Effective consent: Informed; freely and actively given; mutually understandable words or actions; which indicate a willingness to participate in mutually agreed upon sexual activity.

- Consent is clear sexual permission and can only be given by one of legal age.
- Consent can be given by word or action, but non-verbal consent is more ambiguous than explicitly stating one's wants and limitations.
- Consent to one form of sexual activity should not, and cannot, be taken as consent to any other sexual activity.
- Individuals who consent to any form of sexual activity must be able to fully understand what they are doing. Under this policy, "no" always means "no," and "yes" may not always mean "yes".

CRIME STATISTICS

The following is a compilation of statistics obtained by OCU, in working directly with the Chiefs of Police in the following cities where OCU classes are offered: Bedford, IN; Evansville, IN; Oakland City, IN; Plainfield, IN; Rockport, IN; and Princeton, IN (Toyota Motor Manufacturing Indiana). Confidentiality of Personally Identifiable Information (PII) of those involved is maintained by securing any documents containing personal information. All public disclosure redacts/hides the personal information. Personal information will only be released as permitted to law enforcement or other individuals with a need to know in order to provide accommodations or protective measures.

MAIN CAMPUS CRIME STATISTICS

MAIN CAMPUS: Criminal Offenses

MAIN CAMPUS: Criminal Offenses – On Campus	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

MAIN CAMPUS: Criminal Offenses – On Campus Student Housing Facilities	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

MAIN CAMPUS: Criminal Offenses – Public Property	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

MAIN CAMPUS: Hate Crimes

Categories of Bias from crimes include: Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, and National Origin. (Beginning in 2014, Gender Identity was added and Ethnicity and National Origin became two separate categories.)

In 2018, No Hate Crimes were reported.
 In 2017, No Hate Crimes were reported.
 In 2016, No Hate Crimes were reported.
 In 2015, No Hate Crimes were reported.
 In 2014, No Hate Crimes were reported.

MAIN CAMPUS: VAWA Offenses

MAIN CAMPUS: VAWA Offenses – On Campus	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	1	0	0
Stalking	0	0	0

MAIN CAMPUS: VAWA Offenses – On Campus Student Housing Facilities	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	1	0	0
Stalking	0	0	0

MAIN CAMPUS: VAWA Offenses – Public Property	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

MAIN CAMPUS: Arrests

MAIN CAMPUS: Arrests – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	2	1	0
Liquor Law Violations	0	0	0

MAIN CAMPUS: Arrests – On Campus Student Housing Facilities	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	2	1	0
Liquor Law Violations	0	0	0

MAIN CAMPUS: Arrests – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

MAIN CAMPUS: Disciplinary Actions

MAIN CAMPUS: Disciplinary Actions – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	2	8	6

MAIN CAMPUS: Disciplinary Actions – Student Housing Facilities	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	2	8	6

MAIN CAMPUS: Disciplinary Actions – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

MAIN CAMPUS: Unfounded Crimes

MAIN CAMPUS: Unfounded Crimes	2016	2017	2018
Total Unfounded Crimes	0	0	0

SUMMARY OF FIRES IN RESIDENCE FACILITIES

2018				
Facility	Fires	Cause	Injuries	Deaths
Brokaw Residence Hall	0	N/A	0	0
James E. Cox Residence Hall	0	N/A	0	0
Dearing Residence Hall	0	N/A	0	0
Jordan Residence Hall	0	N/A	0	0

2017				
Facility	Fires	Cause	Injuries	Deaths
Brokaw Residence Hall	0	N/A	0	0
James E. Cox Residence Hall	0	N/A	0	0
Dearing Residence Hall	0	N/A	0	0
Jordan Residence Hall	0	N/A	0	0

2016				
Facility	Fires	Cause	Injuries	Deaths
Brokaw Residence Hall	0	N/A	0	0
Carriage House Apartments	0	N/A	0	0
James E. Cox Residence Hall	0	N/A	0	0
Dearing Residence Hall	0	N/A	0	0
Jordan Residence Hall	0	N/A	0	0

2018 SUMMARY OF FIRE DRILLS IN RESIDENCE FACILITIES - 1 PER SEMESTER

Brokaw Residence Hall	James E. Cox Residence Hall	Dearing Residence Hall	Jordan Residence Hall
2	2	2	2

EVANSVILLE CENTER CRIME STATISTICS

EVANSVILLE CENTER: Criminal Offenses

EVANSVILLE CENTER: Criminal Offenses – On Campus	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

EVANSVILLE CENTER: Criminal Offenses – Public Property	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

EVANSVILLE CENTER: Hate Crimes

Categories of Bias from crimes include: Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, and National Origin. (Beginning in 2014, Gender Identity was added and Ethnicity and National Origin became two separate categories.)

In 2018, No Hate Crimes were reported.
 In 2017, No Hate Crimes were reported.
 In 2016, No Hate Crimes were reported.
 In 2015, No Hate Crimes were reported.
 In 2014, No Hate Crimes were reported.

EVANSVILLE CENTER: VAWA Offenses – Public Property	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

EVANSVILLE CENTER: Arrests

EVANSVILLE CENTER: Arrests – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

EVANSVILLE CENTER: Arrests – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

EVANSVILLE CENTER: Disciplinary Actions

EVANSVILLE CENTER: Disciplinary Actions – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

EVANSVILLE CENTER: Disciplinary Actions – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

EVANSVILLE CENTER: Unfounded Crimes

EVANSVILLE CENTER: Unfounded Crimes	2016	2017	2018
Total Unfounded Crimes	0	0	0

Oakland City University is proud to report that during the 2018 calendar year, the staff at the Evansville Site created and maintained a safe learning environment for its students; however, we felt it was important to inform you that there were a number of criminal offenses and VAWA offenses that occurred near the OCU Evansville location. While we encourage all of our students at all OCU locations to take precautions to be safe, we want to emphasize the importance of safety for those attending the Evansville location. As always, if you see anything that concerns you while on or near OCU locations, please inform an OCU staff member of your concerns as soon as possible.

BEDFORD CENTER CRIME STATISTICS

BEDFORD CENTER: Criminal Offenses

BEDFORD CENTER: Criminal Offenses – On Campus	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

BEDFORD CENTER: Criminal Offenses – Public Property	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

BEDFORD CENTER: Hate Crimes

Categories of Bias from crimes include: Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, and National Origin. (Beginning in 2014, Gender Identity was added and Ethnicity and National Origin became two separate categories.)

In 2018, No Hate Crimes were reported.

In 2017, No Hate Crimes were reported.

In 2016, No Hate Crimes were reported.

In 2015, No Hate Crimes were reported.

In 2014, No Hate Crimes were reported.

BEDFORD CENTER: VAWA Offenses

BEDFORD CENTER: VAWA Offenses – On Campus	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

BEDFORD CENTER: VAWA Offenses – Public Property	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

BEDFORD CENTER: Arrests

BEDFORD CENTER: Arrests – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

BEDFORD CENTER: Arrests – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

BEDFORD CENTER: Disciplinary Actions

BEDFORD CENTER: Disciplinary Actions – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

BEDFORD CENTER: Disciplinary Actions – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

BEDFORD CENTER: Unfounded Crimes

BEDFORD CENTER: Unfounded Crimes	2016	2017	2018
Total Unfounded Crimes	0	0	0

PLAINFIELD CENTER CRIME STATISTICS

PLAINFIELD CENTER: Criminal Offenses

PLAINFIELD CENTER: Criminal Offenses – On Campus	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

PLAINFIELD CENTER: Criminal Offenses – Public Property	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

PLAINFIELD CENTER: Hate Crimes

Categories of Bias from crimes include: Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, and National Origin. (Beginning in 2014, Gender Identity was added and Ethnicity and National Origin became two separate categories.)

In 2018, No Hate Crimes were reported.
 In 2017, No Hate Crimes were reported.
 In 2016, No Hate Crimes were reported.
 In 2015, No Hate Crimes were reported.
 In 2014, No Hate Crimes were reported.

PLAINFIELD CENTER: VAWA Offenses

PLAINFIELD CENTER: VAWA Offenses – On Campus	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

PLAINFIELD CENTER: VAWA Offenses – Public Property	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

PLAINFIELD CENTER: Arrests

PLAINFIELD CENTER: Arrests – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

PLAINFIELD CENTER: Arrests – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

PLAINFIELD CENTER: Disciplinary Actions

PLAINFIELD CENTER: Disciplinary Actions – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

PLAINFIELD CENTER: Disciplinary Actions – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

PLAINFIELD CENTER: Unfounded Crimes

BEDFORD CENTER: Unfounded Crimes	2016	2017	2018
Total Unfounded Crimes	0	0	0

ROCKPORT CENTER CRIME STATISTICS

ROCKPORT CENTER: Criminal Offenses

ROCKPORT CENTER: Criminal Offenses – On Campus	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

ROCKPORT CENTER: Criminal Offenses – Public Property	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

ROCKPORT CENTER: Hate Crimes

Categories of Bias from crimes include: Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, and National Origin. (Beginning in 2014, Gender Identity was added and Ethnicity and National Origin became two separate categories.)

In 2018, No Hate Crimes were reported.
 In 2017, No Hate Crimes were reported.
 In 2016, No Hate Crimes were reported.
 In 2015, No Hate Crimes were reported.
 In 2014, No Hate Crimes were reported.

ROCKPORT CENTER: VAWA Offenses

ROCKPORT CENTER: VAWA Offenses – On Campus	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

ROCKPORT CENTER: VAWA Offenses – Public Property	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

ROCKPORT CENTER: Arrests

ROCKPORT CENTER: Arrests – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

ROCKPORT CENTER: Arrests – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

ROCKPORT CENTER: Disciplinary Actions

ROCKPORT CENTER: Disciplinary Actions – On Campus	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

ROCKPORT CENTER: Disciplinary Actions – Public Property	2016	2017	2018
Weapons: carrying possessing, etc.	0	0	0
Drug Abuse Violations	0	0	0
Liquor Law Violations	0	0	0

ROCKPORT CENTER: Unfounded Crimes

ROCKPORT CENTER: Unfounded Crimes	2016	2017	2018
Total Unfounded Crimes	0	0	0

**PRINCETON CENTER FOR TOYOTA MOTOR MANUFACTURING INDIANA – TMMI
CRIME STATISTICS**

Oakland City University began offering classes in August 2018 to employees of Toyota Motor Manufacturing, located in Princeton, Indiana.

PRINCETON CENTER – TMMI: Criminal Offenses

PRINCETON CENTER: Criminal Offenses – On Campus	2018		
Murder/Non-Negligent Manslaughter	0		
Negligent Manslaughter	0		
Rape	0		
Fondling	0		
Incest	0		
Statutory Rape	0		
Robbery	0		
Aggravated Assault	0		
Burglary	0		
Motor Vehicle Theft	0		
Arson	0		

PRINCETON CENTER: Criminal Offenses – Public Property	2018		
Murder/Non-Negligent Manslaughter	0		
Negligent Manslaughter	0		
Rape	0		
Fondling	0		
Incest	0		
Statutory Rape	0		
Robbery	0		
Aggravated Assault	0		
Burglary	0		
Motor Vehicle Theft	0		
Arson	0		

PRINCETON CENTER: Hate Crimes

Categories of Bias from crimes include: Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, and National Origin. (Beginning in 2014, Gender Identity was added and Ethnicity and National Origin became two separate categories.)

In 2018, No Hate Crimes were reported.

PRINCETON CENTER - TMMI: VAWA Offenses

PRINCETON CENTER: VAWA Offenses – On Campus	2018		
Domestic Violence	0		
Dating Violence	0		
Stalking	0		

PRINCETON CENTER: VAWA Offenses – Public Property	2018		
Domestic Violence	0		
Dating Violence	0		
Stalking	0		

PRINCETON CENTER - TMMI: Arrests

PRINCETON CENTER: Arrests – On Campus	2018		
Weapons: carrying possessing, etc.	0		
Drug Abuse Violations	0		
Liquor Law Violations	0		

PRINCETON CENTER: Arrests – Public Property	2018		
Weapons: carrying possessing, etc.	0		
Drug Abuse Violations	0		
Liquor Law Violations	0		

PRINCETON CENTER - TMMI: Disciplinary Actions

PRINCETON CENTER: Disciplinary Actions – On Campus	2018		
Weapons: carrying possessing, etc.	0		
Drug Abuse Violations	0		
Liquor Law Violations	0		

PRINCETON CENTER: Disciplinary Actions – Public Property	2018		
Weapons: carrying possessing, etc.	0		
Drug Abuse Violations	0		
Liquor Law Violations	0		

PRINCETON CENTER - TMMI: Unfounded Crimes

PRINCETON CENTER: Unfounded Crimes	2018		
Total Unfounded Crimes	0		

Additional Oakland City University Policies

Alcohol and Drug-Free Act

Oakland City University is in complete support of the Alcohol and Drug-Free School and Communities Act of 1986 as well as the Drug-Free Schools and Communities Act Amendments of 1989, enacted by Congress as Public Law 101-226. These acts require an institution of higher education to adopt and implement a program designed to prevent the unlawful possession, use or distribution of illicit drugs and alcohol by students and employees or be ineligible to receive federal funds or any other form of federal financial assistance. The university agrees that there is a national need for comprehensive, institution-wide drug and alcohol abuse prevention programs; therefore, all employees are required to comply with the Federal Alcohol and Drug-Free Workplace Act. The university expresses a concern and makes a firm commitment to keep Oakland City University both alcohol-free and drug-free.

Oakland City University supports the following statements from the Alcohol and Drug-Free Schools and Communities Act:

1. The use of drugs and the abuse of alcohol by students constitute a grave threat to their physical and mental well-being and significantly impede the learning process.
2. The tragic consequences of drug use and alcohol abuse by students are felt not only by students and their families, but also by their communities and the nation, which cannot afford to lose their skills, talents, and vitality.
3. Drug abuse education and prevention programs are essential components of a comprehensive strategy to reduce the demand for the use of drugs throughout the nation.
4. Prompt action by our nation's schools, families, and communities can bring significantly closer the goal of a drug-free generation and a drug-free society.
5. Schools and organizations in communities throughout the nation have special responsibilities to work together to combat the scourge of drug use and alcohol abuse.

NOTE: Students should be advised that under Indiana Law, it is illegal for a "person less than twenty-one years of age" to possess, consume, or sell an alcoholic beverage. Further, it is illegal for an underage student to transport an alcoholic beverage (even if unopened) unless "accompanied by at least one parent or guardian."

Applicable Legal Sanctions

The following information concerns the criminal penalties that can be imposed by State or Federal statute for violations related to alcohol or illegal drug possession, use or distribution.

All students are reminded that conviction under state and federal laws that prohibit alcohol-related and drug-related conduct can result in fines, confiscation of automobiles and other property, and imprisonment. In addition, licenses to practice in certain professions may be revoked, and many employment opportunities may be barred.

It is impractical to list all the alcohol and drug-related state and federal crimes and penalties but all persons should be aware that in Indiana any person under 21 who possesses an alcoholic beverage, and any person who provides alcohol to such person, is at risk of arrest. A person convicted of driving while intoxicated may be punished by fine, be jailed and lose the license to drive an automobile. Any selling of alcoholic beverages without a license is illegal.

Possession, or use, distribution, or manufacture, of controlled substances (drugs) illegally can result in arrest and conviction or a drug law violation and:

- fines up to \$10,000 (Indiana)
- fines up to \$250,000 (Federal)
- imprisonment up to life (Federal) and
- confiscation of property

Health Risks Associated with Alcohol and Controlled Substances (Drugs)

All persons should be aware of the health risks caused by the use of alcohol, and by the illegal use of controlled substances (drugs).

- Consumption of more than two average servings of alcohol in several hours can impair coordination and reasoning to make driving unsafe.
- Consumption of alcohol by a pregnant woman can damage the unborn child. A pregnant woman should consult her physician about this risk.
- Regular and heavy alcohol consumption can cause serious damage to liver, nervous and circulatory system, mental disorders and other health problems.
- Drinking large amounts of alcohol in a short time may quickly produce unconsciousness, coma, and even death.

Use of controlled substances (drugs) can result in damage to health and impairment of physical condition, including:

- impaired short term memory or comprehension
- anxiety, delusions, hallucinations
- loss of appetite resulting in a general damage to the user's health, over a long term

- a drug-dependent newborn if the mother is a drug user during pregnancy. Pregnant women who use alcohol, drugs, or who smoke should consult their physicians
- AIDS, as a result of "needle-sharing" among drug users; or
- death from overdose

The health risks associated with drugs or excessive use of alcohol are many, and are different for different drugs but all nonprescription use of drugs, and excessive use of alcohol, endangers your health. **There are no good reasons for using a drug that is not prescribed by your doctor or for drinking to excess.**

For more detail concerning the effects of alcohol and other drugs consult the following website: www.alcoholism.about.com.

Alcoholic Beverages

University policy forbids the possession, storage, use, or evidence of alcoholic beverages on Oakland City University property, whether in residence halls, a building, a parking lot, an underdeveloped part of the campus, or any off-campus housing facilities used to house college activities. Off-campus, college-sponsored events are also under this guideline.

Students refusing to consent to an alcohol breathalyzer test will be considered to be under the influence of alcohol.

Drugs

Oakland City University policy forbids the possession, storage, use, or evidence of illegal drugs on campus property, whether in residence halls, a building, a parking lot, an underdeveloped part of the campus, or any off-campus housing facilities used to house university activities. Off-campus, university-sponsored events are also under this guideline.

Campus Housing

Unless otherwise approved by OCU in writing, a student who meets all the following criteria is required to live in university residence facilities as long as space permits in such facilities:

- full-time
- traditional undergraduate student
- attending the Oakland City main campus
- receiving any university funding
- does not qualify for the housing policy exemption

A housing policy exemption is granted by the Office for Student Life to those living with their parent(s), court-appointed guardian, or who are married.

Students wishing to live off-campus must complete a Commuter Application form. Commuter Application forms are available in the Office of Student Life and housing exemptions must be granted prior to a student living off-campus. Students who are granted an exemption to live off-campus are responsible for securing their own living accommodations.

The university has the authority to charge a student room and board rates during a given academic year if 1) the student chooses to live outside the university housing and does not meet the specified criteria of being a commuter student; or 2) the student fails to apply to be a commuter student.

New students attending Oakland City University for the first time will participate in a 4-day New Student Orientation. Resident students will be permitted to move into the residence halls early, if participating in orientation events. For returning students, residence halls will open on the day preceding the first day of fall/spring classes beginning. The first meal served in the cafeteria will be dinner on the evening prior to the first day of classes. The residence halls are closed during various holidays and breaks.

In order to receive institutional aid (as distinguished from federal or state aid), a student must comply with the university's housing policy.

Oakland City University will not knowingly admit to its residence halls or other student housing any persons who have been convicted of a felony, a sex offense, a theft, or other crimes against persons or property.

Refund policies on residence hall rooms are subject to the Business Office regulations.

Demonstrations

On February 21, 1969, the Oakland City University Board of Trustees issued a statement concerning disruptive demonstrations. Any student engaging in a violent demonstration on the campus of Oakland City University or which obstructs or disrupts university activity will be expelled.

Destruction of University Property

Intentional destruction of university property will not be tolerated in any form. Any destruction of university property, whether intentional or accidental, must be repaired / restored at the complete expense of those involved.

Due Process

Each student of Oakland City University has the right to appeal any action taken against him/her that he/she feels is unfair, unjust, or discriminatory in nature.

Any retaliation against a person who files a complaint, participates in an investigation, or proposes a discriminatory education practice is prohibited by, the university, state, and federal law. University policy does not inhibit the complainant's right to file an unresolved complaint with any appropriate state or federal agency.

Upon enrollment at the university, each student receives access to the Student Handbook which contains the university's policies and procedures. These policies and procedures include due process. A student feeling falsely accused of violating a policy or guideline may request procedural due process, as defined under the Student Rights section of the Student Handbook.

Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act of 1974 concerns access to records maintained by educational institutions and agencies and the release of such records. Educational records at Oakland City University are broadly defined as records, files, documents, and other student-related materials, which are maintained by the university.

Access to Records

The Family Educational Rights and Privacy Act (FERPA) afford eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older who attends a postsecondary institution.) These rights include:

1. The right to inspect and review the student's education records within 45 days of the day Oakland City University receives a request for access. A student should submit to the registrar or Provost a written request that identifies the record(s) the student wishes to inspect. The university official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask Oakland City University to amend a record should write Oakland City University official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If Oakland City University decides not to amend the record as requested, Oakland City University will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before Oakland City University discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Oakland City University discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by Oakland City University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official may also include a volunteer or contractor outside of Oakland City University who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the university with respect to the use and maintenance of PII from educational records, such as an attorney, auditor, or collection agent or a student volunteering to assist another university official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for Oakland City University.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Oakland City University to comply with

the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

See the list below of the disclosures that postsecondary institutions may make without consent.

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. FERPA permits and OCU may disclose PII from the education records without obtaining prior written consent of the student –

- To other school officials, including teachers/professors, within Oakland City University whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the university's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures

of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as “directory information” under §99.37. (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school’s rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))
- To parents of a student regarding the student’s violation of any federal, state, or local law, or of any rule or policy of the school, governing the

use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

Directory Information Disclosure

The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that Oakland City University, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your education records. However, Oakland City University may disclose appropriately designated "directory information" without written consent, unless you have advised Oakland City University to the contrary in accordance with the Oakland City University procedures. The primary purpose of directory information is to allow Oakland City University to include this type of information from your education records in certain publications. Examples include:

- A playbill, showing your student's role in a drama production
- A yearbook
- Honor Roll or other recognition lists
- Graduation Programs
- Sports/Athletics activity sheets, such as for sport, showing weight and height of team members, year in school, hometown, etc.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

If you do not want Oakland City University to disclose directory information from your education records without your prior written consent, you must notify Oakland City University in writing. Oakland City University has designated the following information as directory information.

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth

- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards
- The most recent educational agency or institution attended
- Student Identification Number

Firearms / Weapons

For safety reasons, possession of any kind of firearm or lethal weapon (including hunting equipment) is prohibited on the Oakland City University campus, including vehicles parked on campus property.

Missing Student: Policy and Procedure

Oakland City University takes student safety very seriously. To this end, the following policy and procedure has been developed in order to assist in locating any Oakland City University student living in university-owned, on-campus housing, who, based on the facts and circumstances known to the university, are determined to be missing. This policy is in compliance with Section 488 of the Higher Education Act of 2008.

Most missing person reports in the university environment result from students changing their routine without informing their roommates and/or friends of the change. To assist the process of verifying a student is missing, at the beginning of each academic year, residential students will be asked to provide, on a voluntary basis, emergency contact information in the event they are reported missing while enrolled at Oakland City University. This emergency information will be kept in the Office of Student Life and will be updated annually.

Anyone who believes a student to be missing should report their concern to Campus Safety & Security or the Office of Student Life or Residence Life. Every report made to the campus will be followed up with an immediate investigation once a student has been missing for 24 hours. Depending on the circumstances presented to university officials, the missing students' emergency contacts may be notified. In this event, the Director of Student Life will place the calls.

The investigation procedures include:

1. The Oakland City University official receiving the report will collect and document the following information at the time of the report.
 - a. The name and relationship of the person making the report.
 - b. The date, time and location the missing student was last seen.

- c. The general routine or habits of the suspected missing student (e.g. – visiting friends who live off-campus, working a job away from campus) including any recent changes in behavior or demeanor.
 - d. The missing student's cell phone number (if known by the reporter).
2. The Oakland City University official receiving the report will contact the Director of University Housing and the Director of Student Life in order to update them on the situation and to receive additional consultation. The Director of Student Life will ascertain if/when other members of the University Administration need to be contacted.
3. Upon notification from any entity that a student may be missing, Oakland City University may use any or all of the following resources to assist in locating the student.
 - a. Go to the student's residence hall room.
 - b. Talk to the student's RA, roommate, and floor mates to see if anyone can confirm the missing student's whereabouts and/or confirm the date, time and location the student was last seen.
 - c. Secure a current student ID or other photo of the student from a friend.
 - d. Call and text the student's cell phone and call any other numbers on record.
 - e. Send the student an email.
 - f. Review Academic Attendance Reports, Beacon Alerts, and ascertain from the missing student's instructors if they have seen any recent changes in behavior or demeanor of the student.
 - g. Check all possible locations mentioned by the parties above including, but not limited to, library, residence hall lounges, student lounges, fitness center, etc. The Office of Campus Safety & Security and the Office of Residence Life may be asked to assist in order to expedite the search process.
 - h. Contact or call any other on-campus or off-campus friends or contacts that are made known. This could include checking a student's social media sites.
 - i. Ascertain the student's car make, model and license plate number. A member of the Office of Campus Safety & Security will also check university parking lots for the presence of the student's vehicle.
 - j. The Oakland City University Informational Technology Staff may be asked to obtain email logs in order to determine the last log in and/or access of the Oakland City University network.
4. Once all information is collected and documented and the Director of Student Life (or designee) is consulted; Oakland City University staff may contact the local police to report the information.

5. If the student is under the age of 18 and is not emancipated, notify a custodial parent or guardian within 24 hours of the determination that the student is missing.

Note: If in the course of gathering information as described above, if foul play is evident or strongly indicated; the police should be contacted immediately. If it is necessary to contact the local or state authorities, police procedure and protocol will be followed by the university.

Pornography

All forms of pornography (magazines, videos, computer games, etc.) are prohibited on the Oakland City University campus. Pornography degrades individuals and undermines the Biblical view of sexual expression. Anyone who is in possession of or distributing any pornographic materials will have all materials confiscated and may be subject to other forms of disciplinary action, up to, and including suspension from the university.

Safe Environment & Sexual Violence Prevention Policies

The university continues to update its Safe Environment and Sexual Violence Prevention Policies in order to remain in compliance with Title IX, VAWA, and other mandated regulations.

Oakland City University must adopt policies and procedures to assist all students with feeling safe on campus and have the opportunity to fully benefit from all programs and activities. Title IX protects students in connection with all the academic, educational, extracurricular, athletic, and other programs of Oakland City University, whether those programs take place on or off-campus.

When Oakland City University learns of an incident of sexual harassment or sexual misconduct, they must take immediate action to: 1) eliminate the harassment; 2) prevent its recurrence; and 3) address its affects.

Harassment

Oakland City University is committed to maintaining a respectful educational environment, free from all forms of unlawful harassment. Harassment of any kind is not acceptable behavior at the university; it is inconsistent with the commitment to excellence that characterizes Oakland City University's activities. Alleged violations of this policy may result in referral to the university student disciplinary procedure. In addition, those who engage in harassing behavior may be subject to criminal prosecution under appropriate state or

federal law. Action taken by the university through the university's student disciplinary process does not preclude the pursuit of criminal or civil action.

1. The university may discipline any student if he or she is found to have committed the following misconduct on university-owned or related property or at university-sponsored and/or supervised functions.
 - (a) Any verbal or physical behavior, such as disparaging comments, epithets, slurs, or expressive behavior, that is directed at a particular person or group of persons, and which creates an offensive or hostile environment or one which creates an environment wherein the verbal or physical behavior is inherently likely to provoke a violent reaction whether or not it actually does so. Harassment may take the form of name calling, notes, invasion of a reasonable expectation of privacy, obscene messages on voice mail or other electronic communications, signs, slurs, or jokes that demean an individual or group. Harassment also occurs when an individual is threatened with bodily injury, or when the security of an individual's possessions or place of residence is threatened. The above verbal behavior, often referred to as "fighting words," is considered to be of such slight social value that any benefit that may be derived from these words is clearly outweighed by their costs to order and morality. Such words include, but are not limited to, those terms widely recognized to be derogatory references to race, ethnicity, religion, gender, gender identify, sexual orientation, disability, national origin and other personal characteristics or legally-protected categories.
 - (b) Behavior by any student that materially disrupts another's educational pursuits or educational process, invades the rights of others, or otherwise disrupts the regular and essential operation of the university. In enforcing the above rule, the university may subject a student's speech or conduct to reasonable and nondiscriminatory time, place, and manner restrictions which are narrowly tailored and which leave open ample alternative means of communication.
 - (c) Participation in a campus demonstration which:

- i. Disrupts the normal operations of the university and infringes on the rights of other members of the university community
 - ii. Leads or incites others to imminent unlawful action or which is likely to incite such action
 - iii. Disrupts the scheduled and/or normal activities within any campus building or area
 - iv. Unreasonably interferes with freedom of movement, either pedestrian or vehicular, on campus
 - (d) Behavior of any kind that:
 - i. Involves an express or implied threat to interfere with an individual's personal safety, academic efforts, employment or participation in university-sponsored functions and causes that person to have a reasonable apprehension that such harm is about to occur.
 - ii. Interferes with an individual's personal safety, academic efforts, employment, reasonable expectation of privacy, or participation in university-sponsored functions and causes that person to have a reasonable apprehension that such harm is about to occur.
2. The sanction or sanctions imposed by Oakland City University upon a student may be enhanced when it is found that the student has:
- (a) Violated the rules in the university's Code of Conduct and Major Policies and Guidelines found in the Student Handbook, and
 - (b) Intentionally selected the person or persons against whom the underlying violation was committed, or selected the property which was damaged, or violated other provisions of the Code of Conduct, because of the personal characteristics or status of that person or group of persons. Intent shall be determined by consideration of all relevant circumstances.
3. This policy is not intended to limit academic freedom or the free and open expression of ideas.

Sexual Misconduct

Sexual misconduct, such as non-consensual sexual intercourse, non-consensual sexual contact, mutually incapacitated sexual contact or intercourse, and sexual exploitation, is a serious offense that has major consequences for the complainant, the alleged perpetrator, as well as for the entire campus community. It is the intent of Oakland City University to create and maintain an environment in which all members are treated with respect and dignity, and which is free from sexual misconduct. Oakland City University will not tolerate any inappropriate sexual behavior and therefore has developed this policy prohibiting such incidents. This policy applies to groups as well as to individuals.

Definitions:

Non-consensual sexual intercourse: Any sexual intercourse; however slight; with any object; by any person, regardless of actual or perceived sex, gender, or sexual orientation; without *effective consent*.

Non-consensual sexual contact: Any sexual touching; however slight; with any object; by any person, regardless of actual or perceived sex, gender, or sexual orientation; without *effective consent*.

Mutually incapacitated sexual contact or intercourse: Any sexual contact or intercourse; however slight; with any object; occurring between people who are incapacitated or under the influence of alcohol or drugs.

Sexual exploitation: When a student takes nonconsensual, unjust, or abusive sexual advantage of another; for his/her own advantage or benefit; or to benefit or advantage anyone other than the one being exploited; and that behavior does not otherwise constitute non-consensual sexual intercourse, non-consensual sexual contact, or sexual harassment.

Effective consent: Informed; freely and actively given; mutually understandable words or actions; which indicate a willingness to participate in mutually agreed upon sexual activity.

Sexual Harassment

Sexual harassment is a prohibited form of discrimination under Title IX of the Education Amendments of 1972 ("Title IX"), as amended, 20 U.S.C. § 1681, *et seq.* Sexual harassment is broadly defined as unwelcome conduct of a sexual nature. It involves unwelcome sexual advances; requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. In addition, sexual harassment includes, but is not limited to, physical assault of another individual, realized and unwelcome sexual encounters, and indecent exposure. It may involve a pattern of conduct, which is intended deliberately to discomfort or humiliate another person through comments of a sexual nature or sexually explicit statements, jokes, questions, and similar actions. Examples of conduct that may constitute sexual harassment behavior include unnecessary and unwelcome touching of another person's body; direct and unwelcome propositions of a sexual nature; unwelcome and persistent pressure or suggestions, or unwelcome requests, for social-sexual encounters, or sexual favors. This conduct is completely unacceptable and will be dealt with severely.

Hostile environment sexual harassment is one type of sexual harassment. When sexual harassment is sufficiently severe or pervasive to deny or limit a student's ability to participate in or benefit from the university's programs, it creates a hostile environment. In determining whether this denial or limitation has occurred, the university examines all the relevant circumstances from an objective and subjective perspective, including: the type of harassment (e.g., whether it was verbal or physical); the frequency and severity of the conduct; the age, sex, and relationship of the individuals involved (e.g., employee-student or student-student); the setting and context in which the harassment occurred; whether other incidents have occurred at the university; and other relevant factors. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment, particularly if the harassment is physical. Indeed, a single instance of rape is sufficiently severe to create a hostile environment.

Sexual harassment behavior may occur on or off the university's property.

Any person, regardless of actual or perceived sex, gender, or sexual orientation, may commit or experience sexual harassment.

Any person who is a witness to or indirect recipient of the unwelcome sexual conduct or behavior directed toward another person, or any person with knowledge of conduct or behavior that he/she believes may constitute sexual

harassment should immediately use the procedures set forth below to report such conduct or behavior.

Sexual Harassment/Misconduct Education and Services

1. A victim advocate is available 24/7 to provide support and information to victims of sexual assault and/or harassment. This is an off-campus service with no affiliation to the university. To receive help call (812) 424-RAPE or 1-800-339-7752.

In addition, confidential services are offered by the university's counseling services. Information regarding medical and counseling services and student conduct complaint procedures are presented to anyone who seeks assistance following an incident of alleged sexual misconduct or harassment. See the web: <http://intranet.oak.edu/campus-life/counseling-services.php>

2. Harassment (in all forms), sexual misconduct, non-consensual sexual intercourse, nonconsensual sexual contact, and sexual exploitation are tied closely to learned roles. It is necessary for men and women to learn more about this issue and the means for addressing problems as they arise.

The university encourages education on the subjects of sexual harassment and sexual misconduct. These efforts focus on prevention and education efforts for all students, faculty, and staff. Anyone interested in learning more or obtaining information on these issues can contact Oakland City University's Compliance Officer, Patricia Endicott, who also serves as the University's Title IX Coordinator; the Interim Vice President for Administration; the Director of Student Life, the OCU Counseling Services; or the Oakland City Police Department or Gibson County Sheriff. In addition, the Human Resources Department can give students, faculty, and staff complete information on policies related to sexual harassment and sexual misconduct.

Intervention

When Oakland City University learns of an incident of sexual harassment or sexual violence, they must take immediate action to: 1) eliminate the harassment; 2) prevent its recurrence; and 3) address its affects.

Oakland City University will offer resources to support the complainant and the alleged perpetrator (or respondent), and will utilize the university's fact-finding and conduct procedures.

Resources provided to the complainant and the alleged perpetrator (respondent) will include written notification of available assistance and how to request accommodations or protective measures. Available assistance included

in the notification provides contact information for law enforcement, counseling, victim advocacy, mental health and other services available within a reasonable distance or by hotline. (The university will still provide accommodations and protective measures regardless if the complainant chooses to report the crime to the Oakland City Police Department.) A sample of one of the written notifications is the "Safeguarding Against Sexual Assault, Violence, and Rape by Creating Healthier Relationships" brochure which can be viewed at <http://www.oak.edu/student-life/campus-safety>.

The university will maintain as confidential, any accommodations or protective measures provided to the victim (complainant), to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

When a timely warning is deemed appropriate, the university will inform members of the Oakland City community that an incident has been reported. The procedures to implement this policy will take into account the need to investigate charges that may be filed and the privacy rights of all involved. When appropriate, Counseling Services and the Director of Student Life will provide outreach and support to faculty, staff, and students affected by a particular incident.

Reporting Procedures

Prompt reporting is strongly encouraged as it becomes more difficult to compile information relating to a complaint as the time increases between the alleged incident(s) and the report of the incident(s). Consequently, the reporting procedure should be initiated as soon as possible and generally no later than one year after the alleged incident(s).

1. The complainant should report the incident to the attention of the appropriate Oakland City University officials. Appropriate officials include but are not limited to the:
 - (a) university's Compliance Officer and Title IX Coordinator – Patricia Endicott; Murray Administration Center, Executive Offices, 3rd floor, 301 West, (812) 749-1435, pendicott@oak.edu
 - (b) Interim Vice President for Administration – Mr. Clint Woolsey; Murray Administration Center, Executive Offices, 3rd floor, 301 West, (812) 749-1441, cwoolsey@oak.edu

- (c) Director of Student Life – Mr. Bradley Knotts; Bower-Suhrheinrich Student Life Center, main level, 205, (812) 749-1215, bknotts@oak.edu
- (d) Oakland City Police Department – 903 W. Morton Street, Oakland City, IN 47660, (812) 385-3496
- (e) Gibson County Sheriff. – 112 East Emerson Street, Princeton, IN 47670, (812) 385-3496

Students also have the option to report any form of harassment to the university by utilizing the REPORT CONCERNS TO OCU form, available at <https://www.oak.edu/forms> or by calling the university hotline phone number at (800) 576-5262. After listening to the first message, the student should enter code 30084 when prompted to do so.

Complaints related to the conduct of students will be addressed through the Office for Student Life. Complaints related to the conduct of faculty, staff, or non-students working on campus will be addressed through Human Resources Department. Complaints related to a person who is a student and an employee may be addressed through both areas.

The appropriate university official will listen to the complaint, document the incident, and inform the complainant of his/her options regarding procedures that can be utilized, both on and off campus. Examples of options include, but are not limited to:

- being assisted by campus authorities in notifying law enforcement authorities, or choosing not to involve law enforcement authorities
- seeking medical attention; and the importance of preserving evidence that may assist in proving that the alleged criminal offence occurred. (Preserving evidence may also help in obtaining a “no contact” or similar order for protection or restraining order as appropriate.)
- counseling, on or off-campus
- pursue the incident through the university’s student conduct process
- options (in writing) for available assistance in making changes to academic schedules, on-campus living arrangements/options, on-campus working situations, or any other accommodations or

protective measures that the university is able to provide to the complainant

2. Options to address harassment, sexual misconduct, and sexual harassment, related to student behavior include:
 - (a) Informal Option: A complainant may request that a university official discuss the allegations with the alleged perpetrator (respondent). This will be done without revealing the identity of the complainant unless it is unavoidable or the complainant's consent has been given. Although it is desirable to have the complainant consent to the discussion between the university official and the alleged perpetrator (respondent), the university official may determine that it is necessary to engage in a discussion with the alleged perpetrator (respondent) and take remedial action in order to properly address the report and to fulfill the university's responsibilities. A complainant has the right to end the informal process at any time and begin the formal stage of the complaint process. NOTE: The informal process is not an option for an alleged incident of sexual assault, domestic violence, dating violence, or stalking.
 - (b) Formal Option: A complainant may pursue the matter through the university's student conduct and disciplinary process. In order to pursue this process, a written complaint alleging behavior which constitutes harassment, sexual misconduct, or sexual harassment should be prepared by either the complainant or an appropriate university official listed above.

This complaint may be filed with the Human Resources Department if the alleged behavior relates to faculty or staff; with the Office for Student Life if it relates to student behavior. *(See one of the above mentioned university officials for the details that need to be included in a written complaint.)*

- (i) Upon receiving a written complaint, the alleged perpetrator (respondent) will be informed (by meeting and in written form) of the complaint by the appropriate university official, unless it is determined that the complainant may be harmed in some manner by immediate notice or unless the university

determines that immediate notice to the alleged perpetrator (respondent) is not appropriate. When the alleged perpetrator (respondent) is given notice of the complaint, he/she will also be advised as to the procedures that will be undertaken in respect to the complaint, including any procedures for a hearing.

- (ii) The appropriate university officials shall initiate an investigation to determine whether a violation of university policies has occurred. (University officials responsible for responding to such allegations are asked to stay up-to-date by attending trainings/professional development opportunities, remain current on compliance and legislation, and implement best practices in our work with students. Any university official with an apparent or perceived conflict of interest who would normally be involved in the investigation will remove themselves and another official will conduct the investigation.) This investigatory process generally takes approximately sixty (60) days. A student conduct hearing is typically part of this investigatory process. As appropriate, the complainant and the alleged perpetrator (respondent) will be kept informed during the process.
- (iii) Any university disciplinary proceeding arising from an allegation of dating violence, domestic violence, sexual assault or stalking will use a preponderance of the evidence standard.
- (iv) The alleged perpetrator (respondent) and complainant are afforded the same opportunity to present relevant witnesses and other evidence, and to have timely access to any information that will be used at the hearing.
- (v) The complainant and the alleged perpetrator (respondent) have the right to be assisted by an advisor they choose, at their own expense. The complainant and/or the alleged perpetrator (respondent) are responsible for presenting their own case (unless a disability or other factor is involved), and, therefore, the advisors are not allowed to speak or to participate directly in any hearing.

- (vi) Both parties shall be notified simultaneously, in writing, of the outcome of the student conduct proceeding within five (5) business days of the proceeding.
 - (vii) Both the alleged perpetrator (respondent) and complainant may appeal the findings or remedies within five (5) business days. If an appeal is filed, both parties shall be notified simultaneously, in writing, of the outcome of the appeal and when such results are final.
 - (viii) Oakland City University, will upon written request, disclose to the alleged victim (complainant) of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code), or a non-forcible sex offense, the results of any disciplinary proceedings conducted by Oakland City University 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 shall be treated as the alleged victim for purposes of this paragraph.
 - (ix) All proceedings will include a prompt, fair, and impartial process from the initial investigation to the final result.
- (c) The complainant may pursue criminal/civil action against the alleged perpetrator (respondent), at any time, regardless of the university's action.
 - (d) Options to address harassment, sexual misconduct, and sexual harassment related to faculty/staff or non-student behavior should be discussed with the Human Resources Department or Office for Student Life.
3. Upon receiving a report of sexual harassment, the university shall take immediate steps to protect the complainant from further harassment prior to the completion of the investigation. As a part of these interim measures, the university may prohibit the alleged perpetrator (respondent) from having any contact with the complainant; provide an escort to ensure that the complainant can move safely between classes and activities; remove the complainant or alleged perpetrator (respondent) from classes

or housing; and provide counseling for the complainant and/or alleged perpetrator (respondent).

4. If any student feels that he/she has been retaliated against because he/she has made a complaint, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing, he/she should file a report with the Title IX Coordinator. Prohibited retaliatory acts include intimidation, threats, coercion, and discrimination.

Responsibility of the University Community

All levels of the university community have a special responsibility for implementation of this policy. If behaviors that violate this policy are observed, the person(s) observing such behavior(s) should bring the matter(s) to the attention of the university's Compliance Officer and Title IX Coordinator, the Interim Vice President for Administration, the Director of Student Life, the Oakland City Police Department or Gibson County Sheriff for appropriate action.

Sanctions and Penalties

Sexual harassment and sexual misconduct are considered serious offenses by the university and will result in serious consequences for the perpetrator. University sanctions will be imposed in accordance with appropriate university processes upon persons found to have violated these policies. The Human Resources Department can provide information regarding possible sanctions for faculty/staff and non-employees. Sanctions against students found to have violated these policies can include, but are not limited to, interim suspension, suspension, dismissal and/or separation from the university. Alleged perpetrators (respondents) may also be subject to prosecution under relevant state and/or federal laws. The alleged perpetrator (respondent) and the complainant will receive written simultaneous notification of any university disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking.

Preparing the Annual Report

Information for this annual report is collected from a variety of individuals. The Director of Student Life is responsible for preparing the annual report and seeks counsel/support from the Director of Campus Safety, Title IX Coordinator, university Compliance Officer, legal counsel, the Interim Vice President for Administration, and the University President. The Director of Student Life is also responsible for insuring the annual crime statistics are accurate and requests crime information from the local Police Departments where our campuses are located, Oakland City, IN (main campus); Plainfield, IN; Bedford, IN; Evansville, IN; Rockport, IN; and Princeton, IN (Toyota Motor Manufacturing - TMMI).