

# AUGSBURG UNIVERSITY

**ANNUAL SECURITY REPORT**

**&**

**Fire Safety Report**

**2019**

## **Annual Security Report**

### ***Foreword***

On behalf of the University Community, welcome to Augsburg University!

Augsburg University Department of Public Safety (DPS) is committed to providing a safe and welcoming atmosphere in which students, visitors, staff and faculty can live, work and learn. We strive to be a progressive and transparent department, and will continue to work diligently to promote and reinforce the values of Augsburg University.

Augsburg University has nearly 4,000 undergraduate and graduate students, with approximately 600 faculty and staff. There are 19 campus buildings and 2 miles of public roadways within our campus boundaries.

Our 26-acre Minneapolis campus is situated in a vibrant neighborhood at the heart of the Twin Cities. Augsburg's Minneapolis campus surrounds Murphy Square, the oldest park in Minneapolis. The University of Minnesota West Bank campus and one of the city's largest medical complexes – the University of Minnesota Medical Center, Fairview – are adjacent to Augsburg, with the Mississippi River and the Seven Corners theatre district just a few blocks away. Convenient bus routes run by the campus, and three light rail stations for the METRO Blue Line and METRO Green Line are just blocks away.

In addition to its Minneapolis campus, Augsburg University has a branch campus in Rochester, Minnesota, located at Bethel Lutheran Church. We also have our Physician's Assistant Program located just across the river in St Paul at Luther Seminary College.

DPS works closely with students, faculty and staff across campus to achieve the highest levels of personal safety possible. DPS is staffed 24/7/365, with 12 professional public safety officers and 30 student employees.

While we have developed procedures and policies to ensure that students and their possessions are protected as much as possible, personal safety can be enhanced by each student, faculty or staff member. Situational awareness is an important component of crime prevention. We also strongly recommend reporting information to DPS or other campus security authorities, including the Office of the Vice President of Student Affairs and the Department of Residence Life.

All campus crime and incident reports are posted on the Augsburg DPS website. Crime logs are updated regularly. In cases where a reported crime appears to pose a threat to the safety of the campus community, the University takes additional steps, such as notices posted at our exterior doors, email notifications, telephone and text message alerts.

DPS provides 24-hour-a-day, 365-day-a-year mobile and foot patrol coverage of all campus property.

Augsburg University and DPS strive to promote and maintain a campus environment conducive to academic achievement. A truly safe campus can only be achieved through the cooperation of the entire campus community. With your help and participation and our commitment, we are confident that the time you spend with us will be safe and productive.

Sincerely,

Scott Brownell  
Director of Public Safety and Risk Management

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## **Preparing the Annual Disclosure of Crime Statistics**

The Department of Public Safety prepares this annual Crime Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report contains policies, procedures, and crime related statistical information. The full text of this report is published and available on-line at [www.augsburg.edu/DPS](http://www.augsburg.edu/DPS). Printed copies are available at the Public Safety Dispatch Center in the Urness/Mortensen Lobby or by request to the Director of Public Safety and Risk Management.

An email, notifying all student and employees of the availability of the report is sent annually. Augsburg's Department of Public Safety receives statistical reports from the Minneapolis and Rochester Police Departments for crimes in or near the campus boundaries. Police statistics are combined with information from Augsburg's Department of Public Safety, the Division of Student Affairs and other designated campus officials (including, but not limited to, residence life staff, advisor to students and student organizations, and athletic coaches) to provide the total record of reported crimes, arrests and referrals.

### ***Off Campus Crime***

Augsburg University does not have off-campus housing or off-campus student organization facilities. If the Minneapolis Police Department is contacted regarding criminal behavior involving Augsburg students, the Minneapolis Police may notify the University. However, there is no formal policy requiring the Minneapolis Police to make such a notification. Students in such cases, who have violated the law, may be subject to arrest by the Minneapolis Police Department AND disciplinary actions by the Division of Student Affairs for violations of the student conduct code.

## **Campus Crime Statistics**

Under the Clery Act campuses are required to report campus crime statistics for certain offenses, hate crimes, arrests and disciplinary referrals to the campus judicial process. In all cases this data must be broken down according to the geographic location of the occurrence of the offense. These locations are defined as the campus “**Clery Geography**” under the act.

### **Clery Geography**

#### **On Campus**

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

*Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and support institutional purposes (such as a food or other retail vendor)*

#### **On Campus – in Residential Halls**

*“Dormitories or other residential facilities for the students on campus” is a subset of the on-campus category. Institution must disclose the total number of on-campus crimes, including those in dorms or other residential facilities for students on campus, and must also make a separate disclosure limited to the number of crimes occurring in student dorms or residential facilities on campus. As a subset, the number of crimes reported for dormitories or other residential facilities must be less than or equal to the number of reported crimes for the on-campus category.*

#### **Non-Campus Building or Property**

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

*Any building or property owned or controlled by the 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 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.*

## Crime Report Statistics (Minneapolis Campus)

### *Hierarchical Offenses*

The following criminal offenses are reportable offenses under the Clery Act for the Minneapolis Campus. Hierarchical offenses are listed a single time for each location category under the most serious offense committed. On campus statistics include both incidents report to the police and those reported to non-police officials and may therefore contain multiple entries for the same incident.

#### On-Campus

Criminal Offense	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offense: Forcible	5	1	3
Sex Offense: Non-Forcible	0	1	0
Aggravated Assault	0	0	0
Robbery	0	1	5
Burglary	3	4	0
Motor Vehicle Theft	1	1	1

#### Residence Halls

Criminal Offense	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offense: Forcible	5	1	2
Sex Offense: Non-Forcible	0	1	0
Aggravated Assault	0	0	0
Robbery	0	0	1
Burglary	2	3	0
Motor Vehicle Theft	0	0	0

#### Non-Campus

Criminal Offense	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offense: Forcible	0	0	0
Sex Offense: Non-Forcible	0	0	0
Aggravated Assault	0	0	0
Robbery	0	2	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0

#### Public

Criminal Offense	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offense: Forcible	6	1	1
Sex Offense: Non-Forcible	0	0	0
Aggravated Assault	2	0	1
Robbery	1	0	1
Burglary	5	0	0
Motor Vehicle Theft	5	2	2

***Non-Hierarchical Offenses***

Non-hierarchical offenses are counted each time one of the offenses is reported for each location category under the most serious offense committed. If a single incident includes multiple non-hierarchical offenses the incident will be counted for each count of each offense (and potentially once again if a hierarchical offense is also reported).

**On-Campus**

Criminal Offense	2016	2017	2018
Arson	0	0	0
Sexual Assault	5	2	3
Dating Violence	0	0	4
Domestic Violence	1	0	0
Stalking	1	1	0

**Residence Halls**

Criminal Offense	2016	2017	2018
Arson	0	0	0
Sexual Assault	5	2	2
Dating Violence	0	0	3
Domestic Violence	1	0	0
Stalking	0	1	0

**Non-Campus**

Criminal Offense	2016	2017	2018
Arson	0	0	0
Sexual Assault	0	0	0
Dating Violence	0	0	0
Domestic Violence	0	0	0
Stalking	0	0	0

**Public**

Criminal Offense	2016	2017	2018
Arson	0	0	0
Sexual Assault	6	1	1
Dating Violence	0	0	0
Domestic Violence	0	0	0
Stalking	0	0	0

***Hate Offense Statistics***

- For Calendar Year 2016 there were no reports of hate or bias offenses.
- For Calendar Year 2017 there were no reports of hate or bias offenses.
- For Calendar Year 2018 there were no reports of hate or bias offenses.

*Liquor Law, Drugs, and Weapon Arrests and Referrals*

**Arrests**

**On Campus**

Criminal Offense	2016	2017	2018
Liquor Law Violations	1	0	2
Drug Law Violations	0	0	0
Weapon Law Violations	0	0	0

**On Campus – in Residential Halls**

Criminal Offense	2016	2017	2018
Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Weapon Law Violations	0	0	0

**Non-Campus Building or Property**

Criminal Offense	2016	2017	2018
Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Weapon Law Violations	0	0	0

**On Public Property**

Criminal Offense	2016	2017	2018
Liquor Law Violations	0	1	1
Drug Law Violations	0	2	1
Weapon Law Violations	0	1	0

**Disciplinary Actions/Referrals**

**On Campus**

Criminal Offense	2016	2017	2018
Liquor Law Violations	83	7	12
Drug Law Violations	56	47	26
Weapon Law Violations	1	0	3

**On Campus – in Residential Halls**

Criminal Offense	2016	2017	2018
Liquor Law Violations	81	7	12
Drug Law Violations	56	46	25
Weapon Law Violations	1	0	3

**Non-Campus Building or Property**

Criminal Offense	2016	2017	2018
Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Weapon Law Violations	0	0	0

**On Public Property**

Criminal Offense	2016	2017	2018
Liquor Law Violations	1	0	0
Drug Law Violations	2	0	0
Weapons Law Violations	2	0	0

## **Crime Report Statistics (Rochester Campus)**

The Rochester Campus had no reported offenses for 2016, 2017, and 2018.

### **Hate Offense Statistics**

The Rochester Campus had no reported Hate Offenses in 2016, 2017, and 2018

### **Arrests**

The Rochester Campus had no reported Arrests in 2016, 2017, and 2018

### **Disciplinary Actions/Referrals**

The Rochester Campus had no reported Disciplinary Actions or Referrals in 2016, 2017, and 2018.

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## Crime Report Statistics (Luther Seminary Campus)

### On Campus

Criminal Offense	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offense: Forcible	0	0	0
Sex Offense: Non-Forcible	0	0	0
Aggravated Assault	0	0	0
Robbery	0	0	0
Burglary	2	0	0
Motor Vehicle Theft	0	0	0

### Hate Offense Statistics

The Luther Seminary Campus had no reported Hate Offenses in 2016, 2017, and 2018

### Arrests

The Luther Seminary Campus had no reported Arrests in 2016, 2017, and 2018

### Disciplinary Actions/Referrals

The Luther Seminary Campus had no reported Disciplinary Actions or Referrals in 2016, 2017, and 2018.

## Clery Offenses

(Federal Offense Definitions)

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

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

**Sex Offenses, Forcible:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

*Forcible Rape:* The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity or because of his/her youth.

*Forcible Sodomy:* Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

*Sexual Assault With An Object:* The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

*Forcible Fondling:* The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**Sexual Offense, Non-Forcible:** Unlawful, non-forcible sexual intercourse.

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

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

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

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

**Burglary:** The unlawful entry into a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with the intent to commit a larceny or felony, breaking and entering with

intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

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

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned – including joyriding.)

**Liquor Law Violations:** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or

public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

**Drug Abuse Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana, synthetic narcotics (Demerol, methadones); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Weapons Law Violations:** The violation of laws or ordinances dealing with weapons offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons, carry deadly weapons, (concealed or openly); furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of aforementioned.

**Sexual Assault:** Forcible and non-forcible sexual offenses.

**Domestic Violence:** Any felony or misdemeanor crimes 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 receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence:** Any violence committed by a person—

(A) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) Where the existence of such a relationship shall be determined based on a consideration of the following factors:

- (i) The length of the relationship.
- (ii) The type of relationship.
- (iii) The frequency of interaction between the persons involved in the relationship.

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

(A) Fear for his or her safety or the safety of other; or

(B) Suffer substantial emotional distress

## **Augsburg University Department of Public Safety Authority and Jurisdiction**

The Augsburg University Department of Public Safety (DPS) is administered by the office of Student Affairs.

Operations are overseen by the Director of Public Safety and Risk Management. DPS is responsible for the observation of federal, state, and local laws as well as University policy. Although DPS is responsible for campus safety and security programs, all University facilities are under the jurisdictions of the Minneapolis or Rochester Police Departments, which are ultimately responsible for the safety of all persons within their municipalities.

Public Safety Officers help to provide a safe environment that promotes the learning experience and supports the University's mission. DPS employs full and part-time, non-commissioned, professional public safety officers at the Minneapolis campus. Officers are uniformed, unarmed, and have citizen arrest authority. In addition to this, DPS employs approximately thirty part-time student workers who serve as dispatchers and patrols. Contract services for special events and additional coverage are made with off-duty police officers or from a licensed security company.

DPS is responsible for first response to all emergency situation until assistance is available from the Minneapolis Police, Fire, or Emergency Medical Services. DPS maintains a close working relationship with the Minneapolis Police Department, as well as state and federal law enforcement agencies, and all appropriate elements of the criminal justice system. DPS does not have written agreements or an MOU with any agency for the investigations of alleged criminal offenses.

The Department of Public Safety is located in the Urness/Mortensen Lobby. Public Safety Officers and dispatchers are available all day, every day. They can be reached by calling x1717 from an on-campus phone or (612) 330-1717 from an off-campus phone. Some of the additional support serviced provided to the campus community by DPS include:

- Emergency medical assistance;
- Routine security inspections;
- Investigations of reported incidents and suspicious activities;
- Escort services within and near the campus;
- Preparing reports to appropriate University and civil authorities;
- Monitoring security, fire, and building mechanical alarm systems;
- Secure and unlock buildings according to schedules;
- Monitoring the closed circuit television (CCTV) system;
- Enforcement of campus parking regulations;
- Assisting law enforcement agencies with respect to local, state, and federal law;
- Maintaining the campus card access system.

*(Public Safety Officers do not patrol the Rochester or Luther Seminary Campus)*

***Crime Prevention***

Augsburg University's crime prevention efforts are based upon the complementary principles of eliminating or minimizing criminal opportunities, and encouraging students and employees to take responsibility for their own safety by providing them with information and training. Individuals are urged to act responsibly and to take sensible precautions to protect themselves and their possessions.

***Escort Service***

An off-campus escort service to approved locations is available upon request from dusk until dawn each day. On-campus walking escorts are available 24 hrs/day. Escorts are generally provided within 10-15 minutes of a telephone or walk-up request. Escorts are available to all students, employees and their guests. Please see the DPS website for a detailed description of this service.

***Security Awareness and Crime Prevention Programs***

During new student and employee orientation programs, the Department of Public Safety offers security awareness and crime prevention programs. These awareness programs provide students and employees with the information on campus security procedures and practices and encourage them to be responsible for the own security. Participants learn about crime on campus and the surrounding community. They also learn ways to prevent crime by reducing the risks that they face, maintain facility security, and recognizing and reporting of suspicious activity. Additionally, campus crime alerts contain crime prevention tips relevant to the reported crime.

Public Safety, in cooperation with other University departments and organizations, will periodically present additional security awareness and crime prevention programs. These programs are generally held in residence halls or in the classroom, at the invitation of teaching faculty, and address the specific interests or concerns of the group.

At the Rochester and Luther Seminary Campus, Public Safety presents security awareness and crime prevention programs upon request.

In accordance with the Campus SaVE Act, the University has implemented training programs for students, staff, and faculty, including freshman orientation. Augsburg University utilizes online training for employees and is developing other options for training and awareness to help reduce sexual assault, domestic/dating violence, and stalking.

***Closed Circuit Television***

Closed Circuit television systems record a network of cameras covering various campus areas on the Minneapolis campus.

***Facilities Surveys***

At the Minneapolis Campus, Public Safety Officers routinely patrol the campus on foot and by vehicle. Buildings, parking lots, and grounds are monitored for lighting, door security, and other security systems. Custodial and Maintenance staff also inspect facilities at both the Minneapolis and Rochester campuses.

***Personal Safety Responsibility***

Applying common sense to safety decisions helps ensure personal safety. However, a truly safe campus can only be achieved through knowledge and the cooperation of all students, faculty, staff, and guests. Everyone must take responsibility for their own personal safety and the security of their belongings.

***Card Access***

A card access system controls entry to all residence halls and academic buildings on the Minneapolis Campus. Residents and other authorized persons are issued access cards by the Department of Public Safety. Access to the residence halls is limited according to the cardholder's needs. Cards that are reported lost or stolen are deactivated and will no longer work on the system. Cardholders must never loan the card out, allow in tailgaters, or prop doors open.

***Reporting Crimes and Suspicious Activity***

Students, faculty, staff, and guests of the University are encouraged to immediately report emergencies and criminal activity to the Department of Public Safety or the Minneapolis, Rochester or St. Paul Police Departments (911). You can reach the Department of Public Safety by calling 1717 from an on-campus phone or (612) 330-1717 from an off-campus phone. This number is answered all day, every day.

The dispatcher will alert an on-duty Public Safety Officer and call 911 as appropriate. The Public Safety Officer will respond, assist any victim, and prepare appropriate reports and other documentation for follow-up. The Public Safety Officer can also assist crime victims with reporting a crime to the Minneapolis Police Department. Please note that while Public Safety will alert police to a crime in progress, only the victim can file an official report with the police department.

***Reporting Sexual Assault, Domestic/Dating Violence, and Stalking***

In accordance with the Campus SaVE Act, Augsburg University has implemented a Sexual Misconduct Policy to address the SaVE amendments to the Clery Act with respect to sexual assault, domestic/dating violence, and stalking.

In order to minimize the impact on reporting parties and the need to repeat their stories, the University encourages reporting parties to report the above incident to a Title IX Coordinator or Deputy Coordinator as described in the University's Sexual Misconduct Policy:

**Title IX Coordinator:**

Ann Garvey  
Vice President of Student Affairs  
Memorial Hall, Room 118G  
(612) 330-1168  
[garvey@augsborg.edu](mailto:garvey@augsborg.edu)

**Deputy Officer for Employees:**

Dawn Miller  
Director and Chief Human Resources Officer  
Memorial Hall 19  
(612) 330-1216  
[millerd1@augsborg.edu](mailto:millerd1@augsborg.edu)

**Deputy Officer for Students:**

Sarah Griesse  
Dean of Students  
Memorial Hall, Room 118F  
(612) 330-1489  
[griesse@augsborg.edu](mailto:griesse@augsborg.edu)

**Deputy Officer for Athletics:**

Kelly Anderson-Diercks  
Assistant Athletic Director  
Si Melby Hall, Room 205F  
(612) 330-1245  
[diercks@augsborg.edu](mailto:diercks@augsborg.edu)

The University encourages people to talk with someone they trust and to contact 911 or the Department of Public Safety in the event of an emergency.

The University will assist reporting parties with preserving evidence and, at the reporting party's request, contacting law enforcement. All reports are treated confidentially to the extent allowed by law and in particular the Family Educational Rights and Privacy Act. The Sexual Misconduct Policy explains the policies, reporting options, rights, resources, and other items in more detail.

***Accurate and Prompt Crime Reporting***

Augsburg University strongly encourages the accurate and prompt reporting of all crimes, especially those on or near campus, to local law enforcement and the University. Accurate and prompt crime reports allow the Department of Public Safety, the Minneapolis Police and others to effectively track crime patterns and alert the community. Public Safety Officers are **NOT** sworn police officers. Public Safety Officers can assist crime victims in making a police report.

***Confidential Reporting Process***

If you are the victim of a crime and do not want to pursue action within the University or criminal justice systems, you should consider making a confidential report. With your permission, the Director of Public Safety, or their designee, may file a report that documents the details of your incident without revealing your identity. With this information, the University can keep accurate records of incidents and better identify crime trends. Reports filed in this matter are counted and disclosed in the annual crime statistics for the institution.

***Crime Alerts (AKA Timely Warnings)***

If the University receives information that a crime has been committed that may pose a continuing threat to the safety of any campus member, a “Timely Warning” will be issued. Timely Warnings are distributed by the Department of Public Safety for the purpose of information the campus community of a potentially dangerous condition that may affect personal safety. The warning contains information regarding an incident that will allow campus community members to take personal safety measures to insure their individual safety. The alert withholds the names of the victims as confidential.

Timely Warnings will be posted in placards at the entrances to campus buildings, and may also be found on the web at: <http://www.augsburg.edu/dps>. Timely Warnings will remain posted as long as it is determined that a threat exists, or will be removed after thirty days if no similar incidents occur.

***Notification of an Immediate Threat***

Augsburg University will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless notification will, in the professional judgement of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. Upon receiving a report of a significant emergency or appropriate dangerous situation, the DPS dispatcher will dispatch a Public Safety Officer and/or local law enforcement to confirm the report. Once confirmed, an alert message will be sent to the community.

E2Campus is an emergency notification system that sends text message to cell phones and email messages. E2Campus is used to immediately notify the campus community upon the



confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus. Additionally, E2Campus may be used to notify the campus community of significant business interruptions, such as inclement weather or power outages, which may close all or part of the campus.

Students and employees must register with E2Campus in order to receive messages. Sign up is completed on-line at [augnet.augsburg.edu](http://augnet.augsburg.edu). Once users have logged in, they should select the Emergency Alerts link and follow the prompts. Students and employees are responsible for any fees related to the receiving of E2Campus messages. The E2Campus system is tested monthly.

### ***Campus Pastoral and Professional Counselors***

Campus pastoral and professional counselors, when acting as such, are not required to report crimes for inclusion in the annual crime report. As a matter of policy, they are encouraged, if and when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion in the statistics of the annual crime report.

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

A “professional counselor” is an employee of the institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

### **Alcohol and Drug Policy**

Complete information on the University’s drug and alcohol policy is found in the Student Guide. The following summarizes the University’s drug and alcohol policy:

- Underage consumption of alcoholic beverages is a violation of law and University policy.
- Excessive consumption of alcoholic beverages which results in irresponsible behavior, continued excessive drinking in and of itself, or the possession of alcoholic beverages on University property contrary to law or University regulation are a violation of the Student Standards of Conduct.
- Residents of legal age living in campus housing may have alcohol in their personal residence in compliance with the Residence Life Handbook and contract.
- Illegal or unauthorized possession, use, sale or distribution of alcohol, narcotics, drugs, or other controlled substances, as defined by local, state, or federal laws, is prohibited.
- Violations of the University alcohol and/or drug policies may result in University disciplinary action and/or criminal prosecution.

**Sexual Misconduct Policy**

Sexual Misconduct is an umbrella term that includes, but is not limited to, sexual assault, sexual harassment, sexual violence, sexual discrimination, domestic violence, dating violence, stalking, and/or other inappropriate sexual conduct. The University understands that these definition may overlap and will impartially examine individual incidents where sexual misconduct is alleged.

Augsburg University strives to maintain a University community free of sexual misconduct and is committed to addressing sexual misconduct. The University attempts to create and maintain a positive living, working, and learning environment in which community members are aware of, and respect the rights of others and in which community members take responsibility for their actions. To that end, the University prohibits sexual misconduct and will take steps to prevent sexual misconduct and to correct its effects on the complainants and others.

**Resources on Campus:**

Campus Ministry  
(612) 330-1732  
[www.augsburg.edu/campusministry/](http://www.augsburg.edu/campusministry/)

Center for Wellness and Counseling  
(612) 330-1707  
[www.augsburg.edu/cwc/](http://www.augsburg.edu/cwc/)

Department of Public Safety  
(612) 330-1717\*  
[www.augsburg.edu/dps/](http://www.augsburg.edu/dps/)  
\*Provides 24 Hour Assistance

Residence Life  
(612) 330-1488  
[www.augsburg.edu/reslife/](http://www.augsburg.edu/reslife/)

Student Affairs  
(612) 330-1160  
[www.inside.augsburg.edu/studentaffairs/](http://www.inside.augsburg.edu/studentaffairs/)

**Augsburg University Contracted Resource:**

Aurora Center (U of MN – Twin Cities Campus)  
(612) 626-2929  
(612) 626-9111 (24-Hour Hotline)  
[www.umn.edu/aurora/](http://www.umn.edu/aurora/)

**Resources Off-Campus:**

Minneapolis Police Department  
Emergency: 911  
Non-Emergency: 311

Casa de Esperanza  
(651) 772-1611 (24-Hour Bilingual Crisis Line)  
[www.casadeesperanza.org/resources/](http://www.casadeesperanza.org/resources/)

Community-University Health Care Center  
(612) 638-0700  
[www.cuhcc.umn.edu/ourservices/advocacy/home.html](http://www.cuhcc.umn.edu/ourservices/advocacy/home.html)

County Attorney Sexual Assault Advocate  
(612) 348-4243

Crime Victims Ombudsman of Minnesota  
(612) 642-0395  
<https://dps.mn.gov/divisions/ojp/help-for-crime-victims/pages/default.aspx>

Crime Victims Reparations Board of Minnesota  
(612) 642-0937  
<https://dps.mn.gov/divisions/ojp/help-for-crime-victims/pages/crime-victim-rights-enforcement.aspx>

Day One  
1-866-223-1111 (Crisis Line)  
[www.dayonservices.org](http://www.dayonservices.org)

East Side Neighborhood Services-Family Violence Program  
(612) 787-4056  
[www.esns.org/FamilyViolenceProgram](http://www.esns.org/FamilyViolenceProgram)

Fairview Riverside Medical Center (UM Medical Center)  
(612) 672-6409  
[www.uofmmmedicalcenter.org/](http://www.uofmmmedicalcenter.org/)

Harriet Tubman Alliance  
(612) 825-3333  
(612) 825-0000 (Crisis Line)  
[www.tubman.org/home/](http://www.tubman.org/home/)

Hennepin County Medical Center (HCMC)-Sexual Assault Resource Service  
(612) 873-5832

[www.hcmc.org/services/sars/index.htm](http://www.hcmc.org/services/sars/index.htm)

Immigrant Women's Advocacy Project  
(612) 302-3400 (Emergency Resources)  
(612) 876-9307 (24-Hour Crisis Line/Connection to Shelter)

Minnesota Coalition for Battered Women  
(651) 646-6177  
1-866-223-1111 (24-Hour Phone Line)  
[www.mcbw.org](http://www.mcbw.org)

Minnesota Indian Women's Sexual Assault Coalition  
(651) 646-4800  
[www.miwsac.org/](http://www.miwsac.org/)

Minneapolis Police Department – Emergency  
911

Minneapolis Police Investigator  
(612) 673-3081

Project for Pride in Living – Domestic Violence Resources  
[www.ppl-inc.org/home/domestic-violence-resources/](http://www.ppl-inc.org/home/domestic-violence-resources/)

Rape, Abuse, & Incest National Network (RAINN)  
National Sexual Assault Hotline: 1-800-656-HOPE (4673)  
National Sexual Assault Online Hotline: [ohl.rainn.org/online/](http://ohl.rainn.org/online/)  
[www.rainn.org](http://www.rainn.org)

Rape and Sexual Abuse Center  
(612) 374-9077  
(612) 825-4357 (24-Hour Hotline)  
(612) 377-4163 (TTY)  
[www.neighborhoodinvolve.org/](http://www.neighborhoodinvolve.org/)

Sexual Violence Center  
(612) 871-5111 (24-Hour Hotline)  
[www.sexualviolencecenter.org/our-services](http://www.sexualviolencecenter.org/our-services)

Sojourner Project  
(952) 933-7433  
(952) 933-7422 (Crisis Line)  
[www.sojournerproject.org](http://www.sojournerproject.org)

Somali Advocate at Domestic Abuse Service Center  
(612) 348-5073  
[www.puc-mn.org/index.php/advocacy-emergency](http://www.puc-mn.org/index.php/advocacy-emergency)

University of Minnesota Health-Riverside Campus Emergency Department  
(612) 273-6402  
(This emergency room is located directly across from Augsburg University at 2450 Riverside Avenue.)

***Sexual Violence Immediate Action***

1. Seek Safety
  - Go to a safe place.
  - Take care of yourself first.
2. Call for Help
  - On Campus
    - Public Safety: x1717 (from on campus phones only)
    - Police: 9-911 (from on campus phones only)
  - Off Campus
    - Public Safety: (612) 330-1717
    - Police: 911
3. Crisis Support and Advocacy Services
  - On Campus:
    - University Counselor: (612) 330-1160
    - University Pastor: (612) 330-1732
  - Off Campus:
    - Rape and Sexual Assault Center: (612) 825-4357
    - Sexual Violence Center: (612) 824-5555
4. Do Not Disturb Evidence (until a report has been filed and evidence has been collected)
  - Do not shower.
  - Do not wash.
  - Do not douche.
  - Do not change or wash clothes.
  - Do not comb your hair.
  - Do leave the scene untouched.
5. Go to the Hospital for Medical Care:
  - Call Public Safety at x1717 to assist you in arranging transportation to the hospital.
  - Nurse advocates are available for exams and/or support.

***Confidential Reporting***

Reporting Sexual Misconduct to these offices are confidential. In order for an investigation to take place, the complainant must report the crime to the police, Augsburg Public Safety, or one of the investigating offices listed below under the heading “Official Campus Action”.

While Augsburg will abide by the wishes of the complainant as described below, the University’s response will be restricted if the victim wishes to remain anonymous or does not wish to disclose certain information.

Reports to a professional or pastoral counselor are completely anonymous and will not trigger any action. Furthermore, any reports to professional or pastoral counselors are not tabulated in Clery reporting statistics unless the complainant also notifies a Campus Security Authority. Augsburg University strongly encourages reporting by complainants for official action as well as seeking counseling assistance to promote healing.

***Criminal and Official Campus Action***

The decision to pursue either criminal and/or the University disciplinary system rests with the complainant (i.e. the alleged victim).

Augsburg University will assist the complainant with contacting law enforcement and will assist law enforcement with any investigation including the preservation of evidence. However, the University will not contact law enforcement without the complainant’s consent unless the complainant is incapable of consenting, there is a life-threatening emergency, there is an immediate threat to campus safety, or an extenuating circumstance requiring notification of law enforcement.

Augsburg University also will not pursue internal, campus disciplinary investigation and/or proceeding without the complainant’s consent. At any point in the process, the complainant may choose not to continue.

***Investigating Offices***

Every complaint of sexual assault will be investigated. In addition to the Department of Public Safety, you may make a report to one of the following offices or their designees:

- Vice President of Student Affairs: (612) 330-1168
- Director and Chief Human Resource Officer: (612) 330-1216
- Dean of Students: (612) 330-1489

***Student Complaint and Investigation Process – involving another student***

Augsburg University is guided by the principles of a prompt, fair, and impartial investigation and resolution of a sexual misconduct complaint. The Student Complaint and Investigation Process is used for all sexual misconduct allegations against another student, including cases of dating violence, domestic violence, sexual assault, and stalking.

The process includes:

1. An intake meeting with the Student Complainant
2. Information gathering regarding the complaint
3. When appropriate, a disciplinary meeting to resolve the complaint
4. When requested, an appeal

**Timeframe**

The University will communicate regularly with the Complainant and the Respondent striving to complete the investigation and resolution of the complaint in no more than 60 days. Time frames vary depending upon the complexity of the investigation. Additional time may be needed in these instances and will be communicated to the Complainant and Respondent.

**Investigators and Hearing Officers**

Staff and Faculty conduct investigations and conduct disciplinary meetings. They receive annual training on issues related to sexual misconduct, sexual assault, dating violence, domestic violence, and stalking, as well as training on how to conduct investigation and disciplinary meetings that protect the safety of the Complainant, the fair treatment of the Respondent, and promotes accountability. As a small University, Augsburg values good relationships between students, staff, and faculty. Staff and faculty engaged in the sexual misconduct investigations process include those who have a passion for justice, are committed to fairness, and pay attention to power, privilege, and multiple aspects of identity.

All proceedings will be conducted by staff or faculty who do not have a conflict of interest or bias for or against the Complainant or Respondent. If someone has a prior interaction with the Complainant or Respondent, they are asked to put that relationship aside. Any concerns regarding a potential conflict of interest perceived by the Complainant or Respondent should be explained in writing and submitted to the Title IX Coordinator.

**Advisor**

Complainants and Respondents may have an advisor who attends the meetings in which they participate. The advisor may advise the Complainant or Respondent. The advisor may not speak for the Complainant or Respondent, ask questions, make statements, or interrupt the proceedings.

### Information and Notice

Both the Complainant and the Respondent will be given the same support, information, and opportunities throughout the process. This includes notice of an investigation, and the opportunity to present witnesses, and to provide evidence at disciplinary meetings. The information shared does not include communication and meetings between the Investigator and the Complainant concerning accommodations or protective measures provided, unless requires (e.g. no contact order). The standard of evidence used by Augsburg University is the preponderance of evidence (more likely than not) in its investigation process. Mediation of a sexual misconduct complaint is not appropriate and will not be considered.

In cases of alleged sexual assault, dating violence, domestic violence or stalking: once a decision is made the University will notify both parties of the outcome and the appeal process. Compliance with the Violence Against Women Act and the Campus SaVE Act does not constitute a violation of section 444 of the General Education Provisions Act, commonly known as the Family Education Rights and Privacy Act (FERPA). FERPA does not permit disclosure, without permission, to the respondent in cases involving other categories of sexual misconduct.

### Access to Information

In cases of alleged sexual assault, dating violence, domestic violence or stalking: the Complainant or Respondent may review any information that will be used in decision-making of the disciplinary meeting phase of the process once it is determined that a disciplinary meeting will occur. To review information, the Complainant or Respondent should submit in writing a request to the Dean of Students. The Complainant or Respondent may review the information in the presence of an Augsburg University representative. The Augsburg representative is present solely to oversee the review of the file and cannot receive questions about the process or situation under review. In compliance with FERPA, some materials may be copied for the Complainant and Respondent.

#### 1. Intake Meeting with the Student Complainant

The Dean of Students and Director of Public Safety or their designees will conduct an intake meeting with a Complainant and provide general information regarding the Sexual Misconduct Policy, support resources available, interim measures that may be taken immediately or throughout the process, and

reporting options. The intake meeting will occur within 5 business days of the University being notified by the Complainant. The following reporting options will be explained before any steps are taken.

Option #1: An individual may allege that a sexual misconduct incident occurred (with or without sharing any names or details) but not want the University to investigate or take any action at this time.



Option #2: An individual may allege that a sexual misconduct incident occurred and request that the University talk with the Respondent but do nothing more. This puts the Respondent on notice that an incident was reported and that the University is aware of the allegations.

Option #3: An individual may allege that a sexual misconduct incident occurred and request that the University use the conduct system to determine an outcome.

In all cases or as the sole option: An individual may ask the University to assist in contacting the Minneapolis Police Department and/or file criminal/civil charges.

The Complainant may choose an option and change that option at any time regardless of whether an investigation was already underway.

The University will follow the wishes of the Complainant unless there is immediate danger to the person or the community at large. If immediate danger is present, the University may begin an investigation or contact the Minneapolis Police Department. The decision to move forward will be made by the Director of Public Safety, the Title IX Coordinator, and the Vice President of Student Affairs or their designees.

If the Complainant was under the influence of alcohol or other drugs, the individual would be granted amnesty for drinking under age, being intoxicated, or using illegal drugs. The University's first concern is that the person receives the support and care for healing to begin.

If information is provided anonymously or the person chooses not to disclose the name(s) of the Respondent or the report is from a third party, the University may be limited in its response. The University will take reasonable steps to respond to the complaint.

The following will be used in Option #3 for alleged violations of the Sexual Misconduct Policy, following the Intake Meeting.

## 2. Information Gathering

1. The Dean of Students (Dean) and Director of Public Safety (Director), or their designees meet with the Complainant. The meeting will occur within five (5) business days of the intake meeting conclusion. They

review reports and determine what interim measures are appropriate for the Complainant or the Respondent, if any. The Dean, Director, or designee will serve as the Investigator.

2. The Investigator will meet with the Respondent. The meeting will occur within five (5) business days of the conclusion of the intake meeting with the Complainant.

3. The Investigator will conduct other interviews as necessary. The interview meeting(s) will occur within ten (10) business days following the conclusion of the meeting with the Respondent.

4. The Investigator will share the results of the information gathering interviews with the Dean of Students and Director of Public Safety or their designees. The meeting will occur within five (5) days of the conclusion of the interview meeting(s).

5. The Dean and Director or their designees will determine if the investigation findings provide sufficient evidence that the:

- The alleged behavior in the complaint violated the sexual misconduct policy. If so, the Dean and Director will convene a disciplinary meeting with the Respondent.
- The alleged behavior did not violate the sexual misconduct policy. If so, the information gathering phase would end. The Complainant and the Respondent would be notified of the decision and the reason for the decision.

### 3. Disciplinary Meeting

1. The Dean of Students and Director of Public Safety will review the information provided by the Investigator, meet with the Complainant and Respondent and others as needed, and make a determination whether a violation of the sexual misconduct policy occurred. If so, the Dean and Director will determine the appropriate sanctions. The review will occur within five (5) business days of the meeting with the Investigator.

All sanctions outlined in the University conduct process are available which include the following: a letter of warning/reprimand, social probation, warning of last chance, eviction, banned from the residence halls or on-campus events, suspension from University, and expulsion. See also Section F.

2. In cases of alleged sexual assault, dating violence, domestic violence or stalking: The Dean of Students and Director of Public Safety will share their decision verbally and in writing with the Complainant and the Respondent individually, within five (5) business days of the meeting with the Investigator. In other Sexual Misconduct disciplinary meetings, the Dean of Students and Director of Public Safety will share information as permitted by FERPA.

### *Appeal Process*

1. The Complainant and/or the Respondent may appeal the decision of a disciplinary meeting under the following conditions:

- New evidence not reasonably available before the completion of the information gathering process
- Unfair investigation or disciplinary meeting
- University failed to follow policy
- Sanctions imposed are too severe

The appeal must be in writing outlining the reason(s) for the appeal request and sent to the Vice President of Student Affairs within five (5) days of the receiving the outcome of the disciplinary meeting.

2. The Vice President of Student Affairs/Title IX Coordinator will review the information related to the complaint, information gathering, and disciplinary meeting and render a decision within five (5) days of receiving the appeal request. The Vice President of Student Affairs may uphold, overturn, or amend the decision.

3. As required by federal law, the Vice President of Student Affairs/Title IX Coordinator will disclose to the Complainant and Respondent the final results of the investigation in writing.

***Faculty and Staff***

Faculty and staff can listen, explain the process and offer support. For the safety of our campus community, employees in certain positions are obligated to report allegations of sexual violence to one of the Investigating Offices.

***Education to Reduce Sexual Assault, Dating Violence, and Domestic Violence***

The University is committed to reducing sexual assault, dating violence, and domestic violence. To that end, Augsburg provides educational information to all incoming freshman at orientation. The University has adopted an online training for students entitled “Not Anymore”.

**Campus Sex Crimes Prevention Act – Sex Offender Registration and Notification**

On October 28, 2000, the Campus Sex Crimes Prevention Act was enacted and became effective on October 27, 2002. The Act requires educational institutions to issue a statement advising their campus communities where law enforcement agency information can be found concerning sex offender registration and notification for the state. The Act requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student.

The Minnesota Bureau of Criminal Apprehension administers a predatory offender registration and tracking program. Any questions regarding the program may be directed to the Criminal Assessment Program at 888-234-1248 or (651) 603-6748. Information regarding this program can be found at the following website:

<http://www.dps.state.mn.us/bca/invest/documents/page-07.html>

In addition, information regarding registered sex offenders may be obtained through the Minnesota Department of Corrections at (651) 642-0200. An offender locator, for offenders that have the highest risk of re-offense, can be accessed from the Minnesota Department of Corrections website:

<http://info.doc.state.mn.us/publicviewer/main/asp>

**Missing Student**

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, they should immediately notify Public Safety by calling (612) 330-1717 or by going to the Public Safety Dispatch Center in the Urness/Mortensen Lobby. Missing person reports may also be made with local law enforcement.

An officer will be dispatched to meet with the caller, if the caller is on campus. If the caller is not on campus, the officer will call that person. The officer will take a report, and notify the Director of Public Safety and Risk Management or their designee, and begin an investigation.

Each student living in an on-campus housing facility has the option to register a confidential contact person to be notified in the event that the student is determined to be missing. Students may create or update their missing person contact on-line, in the class registration interface. Only authorized campus officials and law enforcement personnel in further of a missing person investigation may have access to this information. Even if a student has not registered a contact person, local law enforcement will be notified that the student is missing. If a student is less than 18 years of age and not emancipated, the student's parents or guardian will be notified.

If the officer determines that the student is missing and has been missing for more than 24 hours, Public Safety will notify the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18, and is not an emancipated individual, Public Safety will notify the student's parent or legal guardian immediately after it is determined that the student has been missing for more than 24 hours.

### **Annual Fire Safety Report**

If a fire occurs in any Augsburg University building, pull the alarm and leave the building immediately. When a fire alarm is activated, the elevators in most of the buildings will stop automatically. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button.

The emergency phones in the elevators on campus ring to the Public Safety Dispatch Center. After you have safely left the building, call Public Safety and inform the dispatcher of the situation. If you encounter possible evidence of a fire and are unsure if Public Safety has been notified, please immediately contact the Public Safety Dispatch Center and advise them of what you have found.

Smoking, open flames, and most electrical appliances are banned in residence halls. Specific information on allowable and prohibited items and behavior can be found in the Residence Life Guidebook.

**Calendar Year 2016**

Residence Hall	# Fires in Each Hall	Fire #	Date	Time	Cause of Fire	Number of Injuries that Required Treatment in a Medical Facility	Deaths Related to Fire	Value of Property Damage Caused by Fire
Anderson	0							
Gateway	0							
Luther	0							
Mortensen	0							
Urness	0							

**Calendar Year 2017**

Residence Hall	# Fires in Each Hall	Fire #	Date	Time	Cause of Fire	Number of Injuries that Required Treatment in a Medical Facility	Deaths Related to Fire	Value of Property Damage Caused by Fire
Anderson	0							
Gateway	0							
Luther	0							
Mortensen	0							
Urness	1	1	02/04/2017	0128	Trash can	0	0	\$4500

**Calendar Year 2018**

Residence Hall	# Fires in Each Hall	Fire #	Date	Time	Cause of Fire	Number of Injuries that Required Treatment in a Medical Facility	Deaths Related to Fire	Value of Property Damage Caused by Fire
Anderson	0							
Gateway	0							
Luther	0							
Mortensen	0							
Urness	0							

## Fire Safety Systems

All Residence Halls are equipped with fire alarm systems including smoke detection devices. Activated fire alarm systems notify occupants with distinctive audible and visual notification devices. All fire alarms are monitored by a third party 24/7/365. Every alarm of fire is reported to the municipal fire department. Evacuated buildings are not re-occupied until the fire department has arrived on scene, investigated the alarm, and has given its approval to re-occupy the building.

Several of the Residence Halls have full fire sprinkler systems. All Residence Halls are provided with emergency illumination through emergency lighting and illuminated exit signs.

Portable fire extinguishers are found throughout all of our residence halls. Training on the use of portable fire extinguishers can be obtained by contacting the Facilities Management Department. This training is completed by a third party.

### Residence Hall Fire Safety and Sprinkler Systems

Residence Hall	Smoke Detection	Sprinkler System	Fire Extinguishers in Public Spaces	Fire Extinguishers in Kitchens	Egress Lighting	Number of Supervised Fire Drills Per Year
Anderson	Yes	Yes	Yes	Yes	Yes	1
Gateway	Yes	Yes	Yes	Yes	Yes	1
Luther	Yes	Yes	Yes	Yes	Yes	1
Mortensen	Yes	No	Yes	Yes	Yes	1
Urness	Yes	No	Yes	Yes	Yes	1