

CSU EAST BAY

# 2017 ANNUAL SECURITY REPORT

JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICIES & CAMPUS CRIME STATISTICS ACT (20 U.S.C. 1092(F))

CLERY CRIME STATISTICS 2014-2016



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# ANNUAL SECURITY REPORT FORMAT

## MESSAGE FROM THE PRESIDENT

As a part of our responsibility and commitment to keeping the campus community informed, Cal State East Bay makes the Annual Security Report available for review. Produced annually, it includes statistics regarding crimes committed on or around campus as well as University Police Department services, crime prevention, victims' rights, and resources that can raise awareness of how we create and maintain a supportive and safe campus community.

I am proud of the efforts that our faculty, staff and students take to keep our campus secure and safe. Under Chief Sheryl Boykins, the University Police Department strives to collaborate with all members of the university community, with an emphasis on developing partnerships which allow for the sharing of information and ideas. However, it is incumbent upon each of us to look out for one another and to speak up by reporting potentially unsafe situations.

I encourage each of you to read the report and familiarize yourself with the resources available. With best wishes for the upcoming year.

Leroy M. Morishita  
President

## PREPARING THE ASR

The Annual Security Report is prepared by the Administrative Operations Manager of the University Police Department. However, the California State University, East Bay has created a Clery Working Group to assist the university meet the reporting requirements of the Clery Act.

Crime statistics for violations of state and local drug, liquor and weapon laws occurring within our university's Clery geography are collected using the Police Department's Automated Records Management System (ARMS). However, in addition to information collected from ARMS, crime statistics and referrals for discipline are also collected from Campus Security Authorities (CSA's) at monthly Clery Working Group Meetings and online through a CSA reporting portal.

In addition to gathering information from our campus stakeholders, the University Police Department requests crime statistics from local law enforcement agencies that have jurisdiction over locations where the university has identified that it has property that meet one of the reporting requirements for Clery.

**CRIME STATISTICS – HAYWARD CAMPUS**

<b>CLERY CRIME STATISTICS 2014 – 2016</b>					
<b>OFFENSE</b>	<b>YEAR</b>	<b>CAMPUS</b>	<b>CAMPUS RESIDENTIAL</b>	<b>NON-CAMPUS</b>	<b>PUBLIC PROPERTY</b>
<b>Murder</b>	2014	0	0	0	0
	2015	0	0	0	0
	2016	0	0	0	0
<b>Manslaughter by Negligence</b>	2014	0	0	0	0
	2015	0	0	0	0
	2016	0	0	0	0
<b>Rape</b>	2014	1	1	0	0
	2015	4	3	0	0
	2016	4	4	0	0
<b>Fondling</b>	2014	1	1	0	0
	2015	3	1	0	0
	2016	1	1	0	0
<b>Incest</b>	2014	0	0	0	0
	2015	0	0	0	0
	2016	0	0	0	0
<b>Statutory Rape</b>	2014	0	0	0	0
	2015	0	0	0	0
	2016	0	0	0	0
<b>Robbery</b>	2014	0	0	0	0
	2015	0	0	0	0
	2016	1	0	0	0
<b>Aggravated Assault</b>	2014	1	1	0	0
	2015	0	0	0	1
	2016	0	0	0	0
<b>Burglary</b>	2014	3	1	0	0
	2015	11	1	0	0
	2016	12	1	0	0
<b>Motor Vehicle Theft</b>	2014	5	0	0	0
	2015	6	0	0	0
	2016	2	0	0	1
<b>Arson</b>	2014	0	0	0	0
	2015	0	0	0	0
	2016	0	0	0	0

OFFENSE	YEAR	CAMPUS	CAMPUS RESIDENTIAL	NON-CAMPUS	PUBLIC PROPERTY
Dating Violence	2014	0	0	0	0
	2015	3	1	0	0
	2016	1	1	0	0
Domestic Violence	2014	2	1	0	0
	2015	5	3	0	0
	2016	1	1	0	0
Stalking	2014	2	1	0	0
	2015	14	2	0	0
	2016	8	1	0	0

OFFENSE	YEAR	CAMPUS	CAMPUS RESIDENTIAL	NON-CAMPUS	PUBLIC PROPERTY
Liquor law arrests	2014	1	0	0	0
	2015	1	0	0	0
	2016	0	0	0	0
Liquor law referrals	2014	113	113	0	0
	2015	67	67	0	0
	2016	119	119	0	0
Drug law arrests	2014	1	0	0	0
	2015	2	0	0	4
	2016	13	1	0	2
Drug law referrals	2014	53	53	0	0
	2015	119	119	0	0
	2016	186	186	0	0
Weapons law arrests	2014	1	1	0	0
	2015	2	1	0	0
	2016	2	1	0	0
Weapons law referrals	2014	2	2	0	0
	2015	1	1	0	0
	2016	0	0	0	0

OFFENSE	YEAR	TOTAL
	2014	0
Unfounded Crimes	2015	0
	2016	0

**CRIME STATISTICS – CONCORD CAMPUS**

<b>CLERY CRIME STATISTICS 2014 – 2016</b>					
<b>OFFENSE</b>	<b>YEAR</b>	<b>CAMPUS</b>	<b>CAMPUS RESIDENTIAL</b>	<b>NON-CAMPUS</b>	<b>PUBLIC PROPERTY</b>
<b>Murder</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Manslaughter by Negligence</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Rape</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Fondling</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Incest</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Statutory Rape</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Robbery</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Aggravated Assault</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Burglary</b>	2014	1	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Motor Vehicle Theft</b>	2014	0	-	0	0
	2015	1	-	0	0
	2016	0	-	0	0
<b>Arson</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0

OFFENSE	YEAR	CAMPUS	CAMPUS RESIDENTIAL	NON-CAMPUS	PUBLIC PROPERTY
Dating Violence	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Domestic Violence	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Stalking	2014	0	-	0	0
	2015	2	-	0	0
	2016	1	-	0	0

OFFENSE	YEAR	CAMPUS	CAMPUS RESIDENTIAL	NON-CAMPUS	PUBLIC PROPERTY
Liquor law arrests	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Liquor law referrals	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Drug law arrests	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	** 1
Drug law referrals	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Weapons law arrests	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Weapons law referrals	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0

OFFENSE	YEAR	TOTAL
Unfounded Crimes	2014	0
	2015	0
	2016	0

\*Note: There is no on-campus housing located at the Concord Campus.

\*\* Public property offenses are those offenses reported to the Concord Police Department.



**CRIME STATISTICS – OAKLAND CAMPUS**

<b>CLERY CRIME STATISTICS 2014 – 2016</b>					
<b>OFFENSE</b>	<b>YEAR</b>	<b>CAMPUS</b>	<b>CAMPUS RESIDENTIAL</b>	<b>NON-CAMPUS</b>	<b>PUBLIC PROPERTY</b>
<b>Murder</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Manslaughter by Negligence</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Rape</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Fondling</b>	2014	0	-	0	0
	2015	0	-	0	1
	2016	0	-	0	0
<b>Incest</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Statutory Rape</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Robbery</b>	2014	0	-	0	0
	2015	0	-	0	1
	2016	0	-	0	3
<b>Aggravated Assault</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Burglary</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Motor Vehicle Theft</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
<b>Arson</b>	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0

OFFENSE	YEAR	CAMPUS	CAMPUS RESIDENTIAL	NON-CAMPUS	PUBLIC PROPERTY
Dating Violence	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Domestic Violence	2014	0	-	0	0
	2015	0	-	0	2
	2016	0	-	0	0
Stalking	2014	0	-	0	0
	2015	0	-	0	1
	2016	0	-	0	0

OFFENSE	YEAR	CAMPUS	CAMPUS RESIDENTIAL	NON-CAMPUS	PUBLIC PROPERTY
Liquor law arrests	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Liquor law referrals	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Drug law arrests	2014	0	-	0	0
	2015	0	-	0	3
	2016	0	-	0	1
Drug law referrals	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Weapons law arrests	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0
Weapons law referrals	2014	0	-	0	0
	2015	0	-	0	0
	2016	0	-	0	0

OFFENSE	YEAR	TOTAL
Unfounded Crimes	2014	0
	2015	0
	2016	0

\*Note: There is no student housing located at the Oakland Center.

\*\*Public property offenses are those offenses reported to the Oakland Police Department.

## HATE CRIMES

### Hayward Campus

2014- There were 2 hate crimes reported. One crime was for vandalism\* of property on the campus geography and indicated bias based on ethnicity. The second crime was for intimidation on the campus geography and indicated bias based on sexual orientation.

2015- There were no reported hate crimes.

2016- There were no reported hate crimes.

### Concord / Oakland Campuses

2014- There were no reported hate crimes.

2015- There were no reported hate crimes.

2016- There were no reported hate crimes.

\*On the 2015 Annual Security Report both hate crimes were reported as crimes of intimidation, however, one incident was a crime of vandalism.

## REPORTING CRIMINAL ACTIONS & EMERGENCIES

All members of the CSUEB community are strongly encouraged to immediately report all criminal activity, occurring on or immediately adjacent to the campus, to the University Police Department. The University police will respond promptly and in a manner appropriate to each incident. The University Police Department recognizes how important it is to empower victim survivors to report a crime on their own, however, if a victim survivor is unable to report a crime, the University Police encourages other campus community members to report crimes directly to the University Police.

### Hayward Campus

The University Police Department can be contacted at 510-885-3791 or by dialing 911. If visiting in person, the police station is located at the street level basement of the library building. Office hours are Monday through Friday from 8:00 am– 5:00 pm.

### Concord Campus

The University Police Department can be contacted at 925-602-6737 or by dialing 911. If visiting in person, the police station is located in the Facilities building, room FO180. The University Police Department is available Monday through Thursday 7 a.m. to 11 p.m. There are no on-site police services Friday through Monday. However, University Police Dispatch is available 24 hours a day, 365 days a year.

### Oakland Campus

There are no university police services available at the Oakland campus. All police services at the Oakland campus are provided by the Oakland Police Department. The Oakland Police Department may be contacted by dialing 510-777-3333 or dialing 911. The Oakland Police Department is located at 455 7<sup>th</sup> St, Oakland, California.

For purposes of inclusion in the annual security report and for timely warning evaluation, incidents should be reported to the University Police Department or a Campus Security Authority (CSA).

In some instances, members of the campus community may feel more comfortable reporting criminal activity to a Campus Security Authority. For Clery purposes, a crime is considered “reported” when, in good faith, it is brought to the attention of a Campus Security Authority by anyone (victim, witness, offender, 2<sup>nd</sup>/3<sup>rd</sup> party) whether or not they are

affiliated with the University. Here is a list of campus security authorities that can accept reports of crimes:

- University Police Department and its employees, including officers, dispatchers, community service officers and student service officers
- All resident advisors (RAs) in student housing
- Director of Athletics and all athletic coaches, for all sports
- Director of Student Life and leadership programs
- Coordinators of Greek clubs and affairs
- Faculty and staff advisors for Greek clubs
- Faculty and staff advisors for academic and social clubs
- Director of Campus Health/counseling center
- University Transportation
- Parking Enforcement
- Title IX Coordinator and Investigators
- Student Conduct

## TIMELY WARNINGS

### **Hayward/Concord/Oakland Campuses**

The University will issue a timely warning as soon as pertinent information is available when a Clery reportable crime is reported to UPD or a designated campus security authority, occurred in a Clery defined geographical area, and a case by case analysis of pertinent facts known is completed and a determination is made that an on-going or continuing threat to the community exists.

The Chief of Police is responsible for the decision to issue a timely warning (or a management designee in the absence of the Chief) and will confer with the Clery Director if one is designated by the campus and available, upon receiving a report of an incident reported to a CSA and/or UPD. The Chief of Police, with the Clery Director if one is appointed and is available, will complete a case-by-case analysis of the reported crime utilizing open communication and collaboration. The Chief of Police will analyze the known pertinent facts of a reported incident and determine whether the incident meets all of the following factors: 1) is a Clery reportable crime; 2) occurred in Clery defined geography; and 3) poses a serious or ongoing threat to the community.

If it is determined that any of the three factors are not met, then no timely warning will be issued.

If it is determined that all three factors are met, the Chief of Police (or management designee in the absence of the Chief) will determine the content of the timely warning bulletin, disseminate the timely warning expeditiously in a manner likely to reach the entire campus community utilizing one or more, and not limited to, the following methods to issue the timely warning bulletin:

- All employee and student e-mail distribution
- University website
- Public Address System
- In Person Notification
- Public area video display monitors
- Hard copies posted on campus building entrance doors

For clarity, when a timely warning is issued it will be titled "Timely Warning Crime Bulletin" and include the following:

- A statement that the Timely Warning Bulletin is being issued in compliance with the Jeanne Clery Act and the purpose is to provide preventative information to the campus community to aid members from becoming the victim of a similar crime.
- The Clery Act reportable crime that occurred
- The date, time, and location the crime occurred

- The date the Timely Warning Bulletin is issued
- A description of the suspect, and name if known, when the suspect is at large and evading apprehension and/or law enforcement is seeking assistance from the public to locate
- Preventative information specifically related to the type of crime which occurred that could help others from becoming the victim of a similar crime

The Timely Warning Bulletins will not include, under any circumstances, the name of the victim, or information so specific that would or likely could identify the victim of the crimes of sexual violence to include rape, dating violence, domestic violence, or stalking. Issuance of timely warnings will be delayed only if the issuance would compromise the apprehension of the suspect or compromise the ability of law enforcement to investigate the crime.

## EMERGENCY NOTIFICATION

The University will issue emergency notifications, without delay, in response to a confirmed significant emergency or a dangerous situation, occurring in the Clery defined on campus geography that, in the judgment of the University, constitutes an immediate threat to the health or safety of members of the on-campus community.

Once UPD has received the report, the Chief of Police, (or management designee in the absence of the Chief), will confer with the appropriate public official (e.g., fire chief, health department) and any campus officials responsible for managing the on-campus emergency, if available, to confirm both: 1) an emergency or dangerous situation in fact exists in on-campus geography; and 2) the emergency or dangerous situation poses an immediate or imminent threat to members of the on-campus community.

If both of the above factors are not met, no emergency notification will be issued.

If it is determined that both of the above factors are met, then an emergency notification will be issued to the community. The Chief of Police (or management designee in the absence of the Chief), will confer with the Clery Director if one is designated and if available, to prepare the content of the notification taking into account the safety of the on-campus community. They will also determine, based on the confirmed facts of the emergency, if the entire campus community or only a specific segment of the on campus community is threatened and need to be notified. Examples of emergencies where only a segment might be alerted would be a fire contained in a dorm laundry room where only the residents of that one dorm floor or of that one dorm building are at risk and need to evacuate; or a chemical spill in a lab where only the one room, floor, or the occupants of that one building are at risk and need to evacuate.

Once the notification is prepared, the Chief of Police or the Clery Director if one is designated, or in their absence, the management designee(s) will, without delay and taking into account the safety of the community, transmit the emergency notification unless doing so would delay the ability to mitigate and/or contain the emergency, including the ability to provide immediate, life saving measures. If it is determined that a notification to the neighboring campus community is needed, the Hayward Police Watch Commander will be contacted by calling the Hayward Police Department Communications Center. Once briefed, the on duty watch commander will make the final determination on whether a Hayward Emergency Notification will be sent.

Distribution methods of emergency notifications may include but are not limited to one or more of the following methods:

- The campus mass notification system, including but not limited to phone, campus email, or text messaging
- Audio/visual message boards
- Audible alarms/sirens
- Campus public address systems
- In person
- Door-to-door notifications

- Other means appropriate under the circumstances
- Social Media
- CodeRed Notification System (Larger Hayward Community)

Students and employees who need information on how to add contact information to be included for emergency notification or to remove information and “opt out” of notifications should call the University Police at 510-885-3791 for assistance. For assistance on being added to the City of Hayward CodeRed notification system you may register online at <https://public.coderedweb.com/cne/en-US/1DDC2EDF855B> .

The Chief of Police or the Clery Director if one is designated, or in their absence, the management designee(s) will provide follow-up notifications and information until the emergency is mitigated and no longer poses a threat.

If an emergency notification is issued, a timely warning will not be issued to the community for the same incident.

## EMERGENCY DRILLS AND EVACUATIONS PROCEDURES

The manner in which CSUEB conducts emergency operations on campus is governed by State and Federal legislation. The ability to declare a campus State of Emergency is governed by CSUEB policy. The President has the authority to declare a State of University Emergency. Usually, such a declaration will be made upon the recommendation of the emergency operations center with the advice of the Chief of Police and other administrators. The CSUEB Emergency Operations Plan fulfills the University’s responsibilities to adhere to the:

- Standardized Emergency Management System (SEMS).
- Incident Command System (ICS).
- National Incident Management System (NIMS).

The overall objective of emergency management is to ensure the effective management of response resources in preparing for and responding to situations associated with catastrophic emergencies. To carry out its responsibilities, the emergency operation center will accomplish the following objectives during an emergency/disaster:

- Support and coordinate emergency response and recovery operations.
- Coordinate and work with appropriate federal, state, and local government agencies, as well as applicable segments of the private sector, monitor resource needs and coordinate requests for resources from outside agencies and jurisdictions.
- Establish priorities and resolve any conflict demands for support.
- Prepare and disseminate emergency public information to alert, warn, and inform the campus
- Collect and disseminate damage information and other essential data about the situation. Fulfill our obligation for intelligence gathering and information flow as described in SEMS, NIMS, and other procedures.
- Provide logistical support for the emergency response.

In a campus-wide emergency, the decision to implement evacuation procedures rests with the emergency operations center, if the emergency operation center is activated. In situations requiring immediate action, public safety responders (Police/Fire) can also order a local area evacuation. When evaluating possible evacuation, consideration will be given to the specific threat (bomb, fire, storm, earthquake, explosion, hazardous materials incident, etc.), its context (time of day, likelihood, etc.), and the recommendation of the public safety officials. In a major earthquake, individuals should “duck,

cover, and hold” until the shaking stops, and then evacuate the building if necessary. The procedures for a campus-wide evacuation will vary, depending on the nature of the event. In all cases when the decision has been made to evacuate, the campus will likely be evacuated in stages, beginning with the areas that are in the immediate vicinity of the threat. Other areas may then be evacuated, depending on the nature of the threat. This graduated evacuation is preferable to a total, immediate evacuation, as it triages the populations most in danger, minimizes likelihood of gridlock and congestion, and provides for ingress of emergency vehicles and personnel. In all cases, evacuees would be directed away from the vicinity of the threat.

The emergency operations center will initially focus on the dissemination of information and instructions to the people at risk on the campus. For some hazards the campus may have only a few minutes to alert those at risk. Pre-scripted information may go out with the initial warning. These messages will be followed up with what is happening, what the response organization (police, fire, etc.) is doing, and what else the campus should do for its safety. The emergency operation center will feed preparedness information into an established media-public link, and give updates to the media and the campus after impact. If, in the professional judgment of responsible authorities, a notification would compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency, a notification will not be issued.

There are several drills that are conducted throughout the University. The following is the 2017 drill schedule.

Activity	Location/Building	Date	Frequency
AlertME Notification System	VBT, EOC Staff	2 <sup>nd</sup> Thursday	Monthly
Evacuation Drill	SSA, VBT, SFS	Aug 16, 2017	Annually
Evacuation Drill	MB, VBT, SFS	Nov 8, 2017	Annually
Evacuation Drill	Unions, Bookstore, MI	April 5, 2017	Annually
Evacuation Drill	Concord Campus	April 12, 2017	Annually

## VOLUNTARY CONFIDENTIAL REPORTING

The California State University, East Bay Police Department accepts voluntary reports of criminal activity in confidence. To make a voluntary report call University Police at 510-885-3791 Pursuant to California Education Code section 67380(a)(6)(A), CSAs who receive reports from employees or students of a Part I violent crime, sexual assault or hate crime that occurred in an on-campus or non-campus location as defined by the Clery Act, may not disclose to UPD or local law enforcement agencies the names of the victims or the alleged assailant, unless the victim consents to disclosing their name after being informed of the right to have the personally identifying information withheld. The name of the alleged assailant may be disclosed, however, if all of the following conditions are met:

- i. The alleged assailant represents a serious or ongoing threat to the safety of students, employees, or the institution; **and**
- ii. The immediate assistance of the local law enforcement agency is necessary to contact or detain the alleged assailant.

## SECURITY OF AND ACCESS TO CAMPUS FACILITIES

### Hayward Campus

Access to campus buildings is restricted during non-business hours. Campus buildings are opened by University custodians on weekdays at approximately 7 am. and are secured by University police at approximately 11pm on weekends, buildings are opened and closed by Department personnel for scheduled classes, events and by building pass, only. It is the responsibility of each staff and faculty member on campus to ensure that all doors allowing access to their

offices, rooms and other areas are secured at the conclusion of their workday. The University Police Department will provide assistance as requested.

Within the Student Housing and Residence Life buildings, access is restricted. Residents and staff use access cards, keys, and building/community front desks that assist with guest registration. Housing policy requires all residents to ensure that all doors allowing access to residential buildings remain closed when not in use. Visitation hours for all non-residents are Sunday-Thursday 9 am-11 pm and Friday – Saturday 9 am – 1 am. Housing live-in staff conducts rounds of the Student Housing and Residence buildings on a daily basis. Student and staff are required to complete a LiveScan prior to employment.

### **Concord Campus**

Access to campus buildings is restricted during non-business hours. Campus buildings are opened by the custodial staff on weekdays at approximately 7:00 AM and are secured by the University police at approximately 11:00 PM. On Fridays and Saturdays buildings are both opened and closed by custodial staff for scheduled classes, events and by building pass only. It is the responsibility of each staff and faculty member on campus to ensure that all doors allowing access to their offices, rooms and other areas are secured at the conclusion of their work day. The campus is closed on Sunday. The University Police Department will provide assistance as requested from Monday through Thursday only.

### **Oakland Campus**

University classrooms are open Monday through Friday from 7:30 am- 5:30 pm. University classrooms are opened by administrative staff and student assistants. There are no University Police services available at this location. Staff is available on site at the welcome desk during normal business hours. General building security is available from the kiosk in the lobby across from the Oakland Center or they can be called at 510-839-5078. Police services for the Oakland Center are provided by the Oakland Police Department by calling 510-777-3333 or dialing 911.

## **LAW ENFORCEMENT AUTHORITY**

The University Police Department is a professionally trained department established pursuant to section 89560 of the education code to meet the public safety requirements of the campus community. University police officers are sworn police officers as established by section 830.2 (c) of the California Penal Code. All University police officers have the same responsibilities and powers of arrest as any other police officer in the State of California.

### **Hayward Campus**

At the Hayward Campus, the primary jurisdiction of the University Police Department is the campus and a radius of 1 mile beyond the campus borders. By a written memorandum of understanding (MOU) with the City of Hayward, university police officers may also enforce Federal, state and local laws within the City of Hayward. The Hayward Police Department is notified whenever a Part 1 crime occurs on campus.

### **Concord Campus**

At the Concord Campus, the primary jurisdiction of the University Police Department is the campus and a radius of 1 mile beyond campus borders. By a written memorandum of understanding (MOU) with the City of Concord, our police officers may also enforce Federal, state and local laws within the City of Concord. The Concord Police Department is notified whenever a Part 1 crime occurs on campus.

### **Oakland Campus**

The Oakland campus is completely within the jurisdiction of the Oakland Police Department. By a written memorandum of understanding (MOU) with the City of Oakland, university police officers may also enforce Federal, state and local laws within the City of Oakland.



The University encourages the accurate and prompt reporting of all campus criminal activity, occurring on or immediately adjacent to the campus, directly to the University Police Department. For crimes occurring at off-campus locations including the University's non-campus property, the law enforcement agency with jurisdiction in that area should be contacted. Police services for non-campus properties are the responsibility of the local law enforcement agency in that area.

## SECURITY PROCEDURES AND PRACTICES

The University Police Department offers several trainings that encourage students and employees to be responsible for their own personal safety and the safety of others. The following is a list of trainings offered to students, faculty and staff:

- **New Employee Orientations** – Offered monthly for new employees  
University Police personnel present safety policies and procedures to new employees, in cooperation with the Human Resources department. Employees are informed of injury and illness prevention, workplace violence, safety programs, and voluntary confidential crime reporting procedures.
- **Active Shooter Training** – Offered throughout the year upon request  
University Police personnel provide training on “what to do” during an active assailant incident. The training will assist attendees in learning how to take active steps to protect themselves during an emergency. Attendees will learn how to make an action plan that will be reviewed by police personnel.

## CRIME PREVENTION PROGRAMS

The University Police Department offers a variety of crime prevention programs and services. The following is a list of programs and services offered to educate students, staff, and faculty on how to not become a victim of a crime.

- **Rape Aggression Defense (RAD)** - Offered throughout the year upon request  
The police department offers a program of self-defense for women called “Rape Aggression Defense” (RAD). RAD was specifically designed for women, using techniques which are easy to learn and remember. This course combines awareness, avoidance, and risk reduction skills with hands-on basic physical defense techniques to make it one of the most comprehensive courses of its kind. If you are interested in participating in a RAD class, please contact Corporal Michael Elder at (510) 885-3791. He can also be reached via email: [Michael.Elder@csueastbay.edu](mailto:Michael.Elder@csueastbay.edu)
- **New Student Orientations** - Offered annually during orientation  
University Police personnel provide personal safety tips and emergency contact information to new students on a regular basis. Students are informed of policies, voluntary confidential crime reporting procedures, and safety programs.

## CRIMINAL ACTIVITY AT NONCAMPUS LOCATIONS OF STUDENT ORGANIZATIONS

The University does not have any non-campus properties that are owned or controlled by officially recognized student organizations and therefore does not require monitoring or recording of criminal activity by students at this type of location.

## ALCOHOL AND DRUGS

The California State University, East Bay complies with the Drug Free Workplace Act of 1990 and the Higher Education Act section 120(a) through (d). The University is committed to creating and maintaining a safe and healthy learning environment for all members of the campus community. In keeping with this commitment, the University prohibits the illegal use and/or abuse of alcohol and other drugs, intoxication, and any resulting misconduct. The possession and/or consumption of alcoholic beverages by anyone under 21 years of age is prohibited at any time on campus.

- The sale of alcoholic beverages is not permitted on campus, with the exception of the sale of beer and/or wine conducted in accordance with applicable campus regulations.
- Alcoholic beverages may be served on special occasions with prior approval.
- Non-alcoholic beverages and food that are appropriate to the nature, size, time of day, and duration of the event on campus must be served at all events where alcoholic beverages are served.
- Alcohol drinking contests are prohibited at events on campus.
- In cases where an individual becomes intoxicated, event sponsors will immediately alert the University police officer to intervene to prevent the individual from driving.
- The sale of alcohol on campus or university sponsored facilities is limited to beer and wine. Exceptions may be granted to faculty, staff, off-campus groups and auxiliary organizations upon approval of the Vice President, Administration and Finance/CFO.
- The University Police Department (UPD), in collaboration with the Student Health Center, offers a presentation exploring the effects of alcohol and drugs on the human mind and body, the symptoms of alcohol and drug dependency, and the laws relating to alcohol and drug use.

## SEXUAL VIOLENCE

The California State University does not discriminate on the basis of sex, gender, including gender identity or expression, or sexual orientation in its education programs or activities. Title IX of the Education Amendments of 1972, and certain other federal and state laws, prohibit discrimination on the basis of sex, gender, or sexual orientation in employment, as well as all education programs and activities operated by the University (both on and off campus), and protect all people regardless of their gender from Sex Discrimination, including Sexual Harassment, Sexual Misconduct, including Sexual Assault, Dating or Domestic Violence, and Stalking.

The University seeks to provide an education environment in which students, faculty, and staff work together in an atmosphere free of Sexual Misconduct, including Sexual Assault, Sexual Harassment, Dating Violence, Domestic Violence and Stalking. Every member of the University community shall be aware that Sexual Misconduct, and/or acts of violence with a sexual nature directed toward another person will not be tolerated and are prohibited by federal and state law and University policy. As members of the University community, students shall comply with University policies and guidelines in addition to federal, state, and local laws whether on or off campus. The University prohibits the crimes of dating violence, domestic violence, sexual assault and stalking and the University will discipline persons identified as responsible for Sexual Misconduct, Dating or Domestic Violence, or Stalking as described in this report and University policy.

In an ongoing effort to prevent Sexual Misconduct, Dating Violence, Domestic Violence and Stalking, the University provides education and prevention programs, investigates complaints, dispenses corrective or disciplinary action where appropriate, provides referrals for medical care/counseling, modified classes, reduced course loads, campus housing changes, work assignment assistance, stay away orders, leaves of absence, and more. The University also

provides information to victims on pursuing criminal action and obtaining protective orders if needed. University officials who are responsible for investigating and/or adjudicating cases of Sexual Misconduct, Dating Violence, Domestic Violence, and Stalking receive annual training for compliance with federal, state and CSU system regulations.

The University is committed to empowering victims of Sexual Misconduct, Dating Violence, Domestic Violence, and Stalking by providing ample supportive services, and encouraging their choice of action, regardless of their decision to seek criminal prosecution of offender(s). If requested by the victim, University personnel will assist the victim in notifying the appropriate law enforcement authorities.

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## PREVENTION, EDUCATION, AND AWARENESS

- **Freshman and Transfer Orientations – Offered annually**

All incoming students and their parents who attend orientation receive a presentation centered around awareness and prevention of sexual violence, dating violence, domestic violence, rape, acquaintance rape, stalking, consent, bystander intervention, healthy relationships, alcohol awareness, the role of alcohol and violence, safety information and resources.

- **“Not Anymore” Sexual Assault Prevention Training – Offered as needed throughout the year and upon request**

An interactive online module required for all students of CSUEB. The educational modules focus on awareness of sexual misconduct by defining consent, sexual violence, dating violence, domestic violence, stalking, and bystander intervention.

- **In-Person Training - Offered as needed throughout the year and upon request**

Students who are in leadership roles including Resident Advisors, Student Service Officers, Peer Mentors, student athletes, Greeks, and others, receive in-person training on sexual assault awareness and prevention and bystander intervention.

- **Associated Students, Inc. – Offered as needed throughout the year and upon request**

ASI sponsors multiple events, workshops, and presentations throughout the academic year to promote education and awareness of sexual violence, dating violence, domestic violence, stalking, and bystander intervention.

- **University Events - Offered as needed throughout the year and upon request**

The Title IX Coordinator disseminates information and collaborates with the University Police Department, ASI, and other departments to create awareness of and prevent sexual violence, dating violence, domestic violence, rape, acquaintance rape, and stalking.

- **Title IX Website – Available online**

Our Title IX Website contains information and resources for the university community, including: CSU Executive Orders 1095 - 1098, Victim’s Rights and Options document, Myths and Facts document, information on risk reduction and protective measures, bystander intervention, on and off-campus resources, resources specific to faculty and staff, and links to training. See the Title IX website at <http://www.csueastbay.edu/titleix>.

- **Visa and Immigration Assistance**

The Center for International Education (CIE) provides a range of immigration and advising services to international students and scholars. Staff can be reached by calling 510-885-2325 or emailing [cie@csueastbay.edu](mailto:cie@csueastbay.edu) or visiting our website at [www.csueastbay.edu/cie](http://www.csueastbay.edu/cie)

- **Financial Aid Assistance**

CSU East Bay offers a range of enrollment related services such as financial aid and scholarships. The Office of Financial Aid and Scholarship Services is located on the first floor of the Student Services and Administration Building on the Hayward Campus and is open Monday-Thursday 8:30 am -5:00 pm. They may also be reached by calling 510-885-2784.

## SEX DISCRIMINATION

An adverse action taken against an individual because of gender or sex (including Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking) as prohibited by Title IX; Title IV; VAWA/Campus SaVE Act; California Education Code § 66250 et seq.; and/or California Government Code § 11135. See also Title VII of the Civil Rights Act of 1964, the California Fair Employment and Housing Act (Cal. Govt. Code § 12940 et seq.), and other applicable laws. Persons of all genders and gender identities can be victims of Sex Discrimination.

## SEXUAL HARASSMENT

A form of Sex Discrimination, unwelcome verbal, nonverbal or physical conduct of a sexual nature that includes, but is not limited to sexual advances, requests for sexual favors, offering benefits or giving preferential treatment in exchange for sexual favors and any other conduct of a sexual nature where:

- a. Submission to, or rejection of, the conduct is explicitly or implicitly used as the basis for any decision affecting a person's employment terms or conditions, academic status or progress, or access to benefits and services, honors, programs, or activities available at or through the University; or
- b. The conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the complainant, and is in fact considered by the complainant, as limiting their ability to participate in or benefit from the services, activities or opportunities offered by the University; or
- c. The conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the complainant, and is in fact considered by the complainant, as creating an intimidating, hostile or offensive environment.

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<sup>1</sup>As mandated by the Clery Act's Violence Against Women Act (VAWA)/Campus SaVE Act, these policy definitions are derived from the local jurisdiction, and based on the California Penal Code, the California Family Code, and the California Evidence Code. In some instances, these definitions may differ slightly from the federal definitions set forth in the next section for mandatory crime statistic reporting. For reportable crime statistics, the Clery Act regulations mandate definitions from the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Handbook.

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Sexual Harassment could include being forced to engage in unwanted sexual contact as a condition of membership in a student organization; being subjected to video exploitation or a campaign of sexually explicit graffiti; or frequently being exposed to unwanted images of a sexual nature in a classroom or work environment that are unrelated to the coursework or employment.

Sexual Harassment also includes acts of verbal, non-verbal or physical aggression, intimidation or hostility based on gender or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

The University's policy covers unwelcome conduct of a sexual nature. While romantic, sexual, intimate, personal or social relationships between members of the University community may begin as consensual, they may evolve into situations that lead to Sexual Harassment or Sexual Misconduct, including Dating or Domestic Violence, or Stalking, subject to University policy.

## SEXUAL MISCONDUCT

All sexual activity between members of the CSU community must be based on Affirmative Consent. Engaging in any sexual activity without first obtaining Affirmative Consent to the specific activity is Sexual Misconduct, whether or not the conduct violates any civil or criminal law.

Sexual activity includes, but is not limited to, kissing, touching intimate body parts, fondling, intercourse, penetration of any body part, and oral sex. It also includes any unwelcome physical sexual acts, such as unwelcome sexual touching, Sexual Assault, Sexual Battery, Rape, and Dating Violence. When based on gender, Domestic Violence or Stalking also constitute Sexual Misconduct. Sexual Misconduct may include using physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person's intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person's incapacitation (including voluntary intoxication) to engage in sexual activity. Persons of all genders can be victims of these forms of Sexual Misconduct. Sexual activity with a minor (defined as anyone under 18 years old) because the minor is considered incapable of giving legal consent due to age.

## SEXUAL ASSAULT

A form of Sexual Misconduct, an attempt, coupled with the ability, to commit a violent injury on the person of another because of that person's gender or sex.

## SEXUAL BATTERY

A form of Sexual Misconduct, any willful and unlawful use of force or violence upon the person of another because of that person's gender or sex, as well as touching an intimate part of another person against that person's will and for the purpose of sexual arousal, gratification or abuse.

## RAPE

A form of Sexual Misconduct, non-consensual sexual intercourse that may also involve the use of threat of force, violence, or immediate and unlawful bodily injury or threats of future retaliation and duress. Any sexual penetration, however slight, is sufficient to constitute Rape. Sexual acts including intercourse are considered non-consensual when a person is incapable of giving consent because they are incapacitated from alcohol and/or drugs, are under 18 years old, or if a mental disorder or developmental or physical disability renders a person incapable of giving consent. The person's relationship to the victim (such as family member, spouse, friend, acquaintance or stranger) is irrelevant. (See complete definition of Consent below.)

## ACQUAINTANCE RAPE

A form of Sexual Misconduct committed by an individual known to the victim. This includes a person the victim may have just met or; i.e., at a party, introduced through a friend, or a social networking website.

## AFFIRMATIVE CONSENT

An informed, affirmative, conscious, voluntary, and mutual agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure Affirmative Consent has been obtained from the other participant(s) to engage in the sexual activity. Lack of protest or resistance does not mean Affirmative Consent, nor does silence mean consent. Affirmative Consent must be voluntary, and given without coercion, force, threats, or intimidation.

- The existence of a dating or social relationship between those involved, or the fact of past sexual activities between them, should never by itself be assumed to be an indicator of Affirmative Consent. A request for someone to use a condom or birth control does not, in and of itself, constitute Affirmative Consent.
- Affirmative Consent can be withdrawn or revoked. Consent to one form of sexual activity (or one sexual act) does not constitute consent to other forms of sexual activity. Consent given to sexual activity on one occasion does not constitute consent on another occasion. There must always be mutual and affirmative consent to engage in sexual activity. Consent must be ongoing throughout a sexual activity and can be revoked at any time, including after penetration. Once consent is withdrawn or revoked, the sexual activity must stop immediately.
- Affirmative Consent cannot be given by a person who is incapacitated. A person is unable to consent when asleep, unconscious or is incapacitated due to the influence of drugs, alcohol or medication so that the person could not understand the fact, nature or extent of the sexual activity. A person is incapacitated if they lack the physical and/or mental ability to make informed, rational decisions.
- Whether an intoxicated person (as a result of using alcohol or other drugs) is incapacitated depends on the extent to which the alcohol or other drugs impact the person’s decision-making ability, awareness of consequences, and ability to make informed judgments. A person’s own intoxication or incapacitation from drugs or alcohol does not diminish that person’s responsibility to obtain Affirmative Consent before engaging in sexual activity.
- A person with a medical or mental disability may also lack the capacity to give consent.
- Sexual activity with a minor (a person under 18 years old) is not consensual, because a minor is considered incapable of giving consent due to age.
- It shall not be a valid excuse that a person affirmatively consented to the sexual activity if the respondent knew or reasonably should have known that the person was unable to consent to the sexual activity under any of the following circumstances:
  - The person was asleep or unconscious;
  - The person was incapacitated due to the influence of drugs, alcohol or medication, so that the person could not understand the fact, nature or extent of the sexual activity;
  - The person was unable to communicate due to a mental or physical condition.
- It shall not be a valid excuse that the respondent believed that the person consented to the sexual activity under either of the following circumstances:
  - The respondent’s belief in Affirmative Consent arose from the intoxication or recklessness of the respondent;
  - The respondent did not take reasonable steps, in the circumstances known to the respondent at the time, to ascertain whether the person affirmatively consented.

## DOMESTIC VIOLENCE

Abuse committed against someone who is a current or former spouse; current or former cohabitant; someone with whom the abuser has a child; someone with whom the abuser has or had a dating or engagement relationship; or a person similarly situated under California domestic or family violence law. Cohabitant means two unrelated persons living together for a substantial period of time, resulting in some permanency of relationship. Factors that may determine whether persons are cohabiting include, but are not limited to, (1) sexual relations between the parties while sharing the same living quarters, (2) sharing of income or expenses, (3) joint use or ownership of property, (4) whether the parties hold themselves out as husband and wife, (5) the continuity of the relationship, and/or (6) the length of the relationship. For purposes of this definition, “abuse” means intentionally or recklessly causing or attempting to cause bodily injury or placing another person in reasonable apprehension of imminent serious bodily injury to themselves or others. Abuse does not include non-

physical, emotional distress or injury.

## DATING VIOLENCE

Abuse committed by a person who is or has been in a social or dating relationship of a romantic or intimate nature with the victim. This may include someone the victim just met; i.e., at a party, introduced through a friend, or on a social networking website. For purposes of this definition, “abuse” means intentionally or recklessly causing or attempting to cause bodily injury or placing another person in reasonable apprehension of imminent serious bodily injury to themselves or others. Abuse does not include non-physical, emotional distress or injury.

## STALKING

Engaging in a repeated Course of Conduct directed at a specific person that would cause a Reasonable Person to fear for their own or others' safety, or to suffer Substantial Emotional Distress. For purposes of this definition:

- Course of Conduct means two or more acts, including but not limited to, acts in which the stalker directly, indirectly, or through Third Parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property;
- Reasonable Person means a reasonable person under similar circumstances and with the same Protected Status(es) as the complainant;
- Substantial Emotional Distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.
- Protected Status includes Age, Disability, Gender, Genetic Information, Gender Identity or Expression, Nationality, Marital Status, Race or Ethnicity, Religion, Sexual Orientation, and Veteran or Military Status.

## PROCEDURES FOR REPORTING A CRIME OF SEXUAL VIOLENCE/SEXUAL MISCONDUCT

**Call 9-1-1 in any kind of emergency, or when facing immediate harm or threat of harm.**

Persons who have experienced Sexual Misconduct, including Rape, Dating Violence, Domestic Violence, or Stalking, are encouraged to seek immediate assistance from police and healthcare providers for their physical safety, emotional support and medical care. University or local police can escort victims to a safe place and transport them to a hospital for medical treatment, if needed. University police can also provide access to a Sexual Assault Victim Advocate. Victims who prefer not to notify the police are strongly encouraged to seek assistance from the campus Title IX Coordinator and/or a Sexual Assault Victim Advocate or counselor who can provide information on options, rights and remedies.

Victims have the right to decide who and when to tell about Sexual Misconduct, Dating and Domestic Violence, and Stalking. However, it is very important that they get medical attention after being assaulted. Following the incident, a victim may be physically injured, may have contracted a sexually transmitted disease, or may become pregnant.

The University's primary concern is the safety and well-being of every member of the campus community. The use of alcohol or drugs never makes the victim at fault. If a campus community member has experienced Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking they should not be deterred from reporting the incident out of a concern that they might be disciplined for related violations of drug, alcohol, or other University policies. Except in extreme circumstances, University students or employees who are victims of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking will not be subject to discipline.

The University encourages victims of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking to talk to someone about what happened – so they can get the support they need, and so the University can respond

appropriately. Whether – and the extent to which – a University employee may agree to maintain confidentiality (and not disclose information to the Title IX Coordinator) depends on the employee’s position and responsibilities at the University. The following information is intended to make everyone aware of the various reporting and confidential disclosure options available to them – so they can make informed choices about where to turn for help. The University strongly encourages victims to talk to someone identified in one or more of these groups.

Certain University employees, listed below, are required by law to maintain near or complete confidentiality; talking to them is sometimes called a “privileged communication.” University law enforcement employees may maintain the victim’s identity as confidential, if requested by the victim, but will report the facts of the incident to the Title IX Coordinator, including the identity of the perpetrator. Most other University employees are required to report all details of an incident (including the identities of both the victim and alleged perpetrator) to the Title IX Coordinator so the University can take immediate action to protect the victim, and take steps to correct and eliminate the misconduct.

University Police, the Title IX Coordinator, University-employed physicians, professional counselors, licensed clinical social workers, sexual assault and domestic violence counselors and advocates, and certain other University employees are required to explain to victims their rights and options with respect to confidentiality.

#### PRIVILEGED AND CONFIDENTIAL REPORTS

Treating physicians, psychotherapists, professional counselors, and clergy who work or volunteer providing medical or mental health treatment or counseling (including those who act in that role under their supervision may not report any information about an incident of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking to anyone else at the University, including the Title IX Coordinator, without the victim’s consent. A victim can seek assistance and support from physicians, psychotherapists, professional, licensed counselors, and clergy without triggering a University investigation that could reveal the victim’s identity or the fact of the victim’s disclosure. However, see limited exceptions below regarding when these professionals must report to local law enforcement agencies. These confidential professionals should explain these limited exceptions to victims, if applicable.

The University will be unable to conduct an investigation into a particular incident or pursue disciplinary action against a perpetrator if a victim chooses to (1) speak only to a treating physician, psychotherapist, professional counselor, or clergy member, and (2) maintain complete confidentiality. Even so, these individuals will assist victims in receiving other necessary protection and support, such as victim advocacy, disability, medical/health or mental health services, or legal services, and will advise victims regarding their right to file a Title IX complaint with the University and a separate complaint with local or University Police. If a victim insists on confidentiality, the University will likely not be able to fully assist the victim with: University academic support or accommodations; changes to University-based living or working schedules; or adjustments to course schedules.

A victim who at first requests confidentiality may later decide to file a complaint with the University or report the incident to the police, and thus have the incident fully investigated. Counselors and advocates can provide victims with that assistance if requested. Treating physicians, psychotherapists, professional counselors, and clergy will also explain that Title IX includes protections against retaliation, and that the University will not only take steps to prevent retaliation when it knows or reasonably should know of possible retaliation, but will also take strong responsive action if it occurs.

#### EXCEPTIONS TO CONFIDENTIALITY

Under California law, any health practitioner employed in a health facility, clinic, physician’s office, or local or state



public health department or clinic is required to make a report to local law enforcement if they provide medical services for a physical condition to a patient/victim who they know or reasonably suspects is suffering from (1) a wound or physical injury inflicted by a firearm; or (2) any wound or other physical injury inflicted upon a victim where the injury is the result of assaultive or abusive conduct (including Sexual Misconduct, Domestic Violence, and Dating Violence). This exception does not apply to sexual assault and domestic violence counselors and advocates. Health care practitioners should explain this limited exception to victims, if applicable.

Additionally, under California law, physicians, psychotherapists, professional counselors, licensed clinical social workers, clergy, and sexual assault and domestic violence counselors and advocates are mandatory child abuse and neglect reporters, and are required to report incidents involving victims under 18 years of age to local law enforcement. These professionals will explain this limited exception to victims, if applicable. Finally, some or all of these professionals may also have reporting obligations under California law to (1) local law enforcement in cases involving threats of immediate or imminent harm to self or others where disclosure of the information is necessary to prevent the threatened danger; (2) to the court if compelled by court order or subpoena in a criminal proceeding related to the sexual violence incident. If applicable, these professionals will explain this limited exception to victims.

## REPORTING OPTIONS

Victims have several reporting options including those with confidentiality, and may pursue one or all of these options at any time. Victims have a right to have a friend, family member, sexual assault victim advocate, or other representative present while reporting the incident. They also have the right to have a sexual assault victim advocate and support person of their choice present with them during a rape examination. The campus Title IX Coordinator can assist in notifying the police. Victims may also take any of the actions below.

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### CRIMINAL

Reporting to University Police and/or local police is an option at any time. Victims who choose not to report to the police immediately following a Sexual Misconduct, Dating and Domestic Violence, or Stalking incident, can still make the report at a later time. However, with the passage of time, the ability to gather evidence to assist with criminal prosecution may be limited. Depending on the circumstances, the police may be able to obtain a criminal restraining order on the victim's behalf.

### REPORTING TO THE POLICE

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As soon after the incident as possible, victims of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking are strongly encouraged to report the incident to the police. Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking may be reported to the University Police Department by dialing 911. Accurate and prompt reporting of emergencies or crimes is essential for an effective response by police and/or other emergency personnel. The University Police will support all victims of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking regardless of their decision to seek criminal prosecution of the offender or not. Victims have the option to report anonymously to the police and the decision to seek criminal prosecution remains with the victim. University Police will protect the confidentiality of the victim to the extent permitted by applicable California State law.

If a victim reports to a local police agency or the University Police about Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking, the police are required to notify victims that their names will become a matter of public record unless confidentiality is requested. If a victim requests that their identity be kept confidential, their name will not become a matter of public record and the police will not report the victim's identity to anyone else at the University, including the Title IX Coordinator. University Police will, however, report the facts of the incident itself, including the identity of the perpetrator if known, to the Title IX Coordinator being sure not to reveal the

victim names/identities or compromise their own criminal investigation. The University is required by the federal Clery Act to report certain types of crimes (including certain sex offenses) in statistical reports. However, while the University will report the type of incident in the annual crime statistics report known as the Annual Security Report, victim names/identities will not be revealed.

In cases of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking, the preservation of physical evidence is important to facilitate the identity and successful prosecution of the offender in addition it may be helpful in obtaining a protective order. The victim should not change clothes, bathe, douche, or shower following the attack. Sexual Assault Response Team (S.A.R.T.) medical personnel are trained to collect, process, and preserve physical evidence of Sexual Misconduct, and are committed in their assistance to the victim. Victims may request a S.A.R.T. exam to preserve forensic evidence without completing a police report. This evidence may be used in the case a victim wishes to report the assault at a later date. Victims are not financially responsible for S.A.R.T. exams and the cost will be the responsibility of the local law enforcement jurisdiction.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection orders related to the incident more difficult. Victims who choose not to make a complaint regarding an incident, nevertheless should consider speaking with University Police or other law enforcement to preserve evidence in the event that they change their mind and wish to report the assault at a later date.

Victims of domestic violence may be eligible for the issuance of an emergency protective order or a temporary restraining order. Emergency protective orders must be obtained by local law enforcement. To be eligible to apply for an emergency protective order there must be the immediate fear of or present danger of domestic violence, child abuse, child abduction, elder or dependent adult abuse (other than solely financial abuse), or stalking. In order to apply, you must report the incident to any local law enforcement agency or the University Police Department. University Police will then request an emergency protective order from a judicial official.

To be eligible to apply for a temporary restraining order if you are in imminent danger, being physically abused, or have been threatened with physical abuse or a threat to hurt you by spouse, former spouse, current intimate partner and former intimate partner, someone with whom you had a child in common, second-degree blood relation, and cohabitant or former cohabitant (this includes roommates). In order to apply for a temporary restraining order the applicant must file a DV-110 form off of the internet at <http://www.courts.ca.gov/documents/dv110.pdf> and file this form with the Alameda County Superior Court.

The university Title IX Coordinator or Sexual Assault Victim's Advocate can offer assistance with obtaining emergency or temporary restraining orders.

A victim has the right to have a confidential advocate present when reporting to law enforcement and during examinations. With the victim's consent, the confidential advocate will assess the victim's immediate needs and provide support and referral as appropriate. This confidential assistance may include: counseling, information concerning rape trauma syndrome; information on the collection of medical evidence and available health services to test for injuries, sexually transmitted diseases, and/or pregnancy. Assistance is also available with access to other resources and services, including assistance in obtaining emergency protection orders and restraining orders.

## REPORTING TO A CSA

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Any member of the University community may report incidents of Sexual Misconduct, Dating Violence, Domestic Violence or Stalking to any Campus Security Authority (CSA's). These University personnel will assist the victim in notifying the appropriate law enforcement agency if the victim requests the assistance of law enforcement. In addition, most campus employees including CSA's are required to report incidents of Sexual Misconduct, Dating Violence, Dating

Violence and Stalking to the Title IX Coordinator. Title IX Coordinator reporting responsibilities are described in detail below.

*NOTE: If the University determines that the perpetrator poses a serious and immediate threat to the campus community, under the Clery Act the campus may be required to issue a timely warning to the community. Any such warning will not include any information that identifies the victim.*

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## ADMINISTRATIVE

Victims may report to the campus Title IX Coordinator, who will provide written and verbal information regarding applicable University complaint procedures for investigating and addressing the incident.

The Title IX Coordinator will also provide information regarding resources available to victims, as well as information regarding their rights and options. Contact information for the Title IX Coordinator is listed above.

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## REPORTING TO A TITLE IX COORDINATOR OR RESPONSIBLE EMPLOYEE

Many resources and options are available on and off campus including confidential and privileged communication options. The University has designated a Title IX Coordinator as the primary point of contact to provide victims with assistance and support, and to monitor and oversee overall compliance with laws and policies related to Sexual Misconduct, Dating and Domestic Violence, and Stalking. The campus Title IX Coordinator is available to explain and discuss rights to file a criminal complaint and to assist in doing so; the University's relevant complaint process, and rights to receive assistance with that process, including the investigation process; how confidentiality is handled; available resources, both on and off campus; and other related matters.

Most University employees have a duty to report Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking incidents when they are on notice of it. When a victim tells the Title IX Coordinator or another non-confidential University employee about a Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking incident, the victim has the right to expect the University to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably. In all cases, the University strongly encourages victims to report Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking directly to the campus Title IX Coordinator.

As detailed above, most University employees except treating physicians, licensed counselors, and clergy must report to the Title IX Coordinator all relevant details about any Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking incidents of which they become aware. The University will need to determine what happened and will need to know the names of the victim(s) and the perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the incident.

To the extent possible, information reported to the Title IX Coordinator or other University employees will be kept private and shared only with individuals responsible for handling the University's response to the incident. The University will protect the privacy of individuals involved in a Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking incident except as otherwise required by law or University policy. A Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking report may result in the gathering of extremely sensitive information about individuals in the campus community. While such information is considered confidential, University policy regarding access to public records and disclosure of personal information may require disclosure of certain information concerning a report. In such cases, efforts will be made to redact the records, as appropriate, in order to protect the victim's identity and privacy and the privacy of other involved individuals. Except as detailed in the section on Privileged and Confidential Communications above, no University employee, including the Title IX Coordinator, should disclose the victim's identity to the police without the victim's consent or unless the victim has also reported the incident to the police.

If a victim requests of the Title IX Coordinator or another University employee that their identity remain completely confidential, the Title IX Coordinator will explain that the University cannot always honor that request and guarantee complete confidentiality. If a victim wishes to remain confidential or request that no investigation be conducted or disciplinary action taken, the University must weigh that request against the University's obligation to provide a safe, non-discriminatory environment for all students, employees and third parties, including the victim. Under those circumstances, the Title IX Coordinator will determine whether the victim's request for complete confidentiality and/or no investigation can be honored under the facts and circumstances of the particular case, including whether the University has a legal obligation to report the incident, conduct an investigation or take other appropriate steps. Without information about a victim's identity, the University's ability to meaningfully investigate the incident and pursue disciplinary action against the perpetrator may be severely limited.

The Title IX Coordinator will inform the victim of the initiation of an investigation prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the University's response to the incident. The Title IX Coordinator will remain mindful of the victim's well-being, and will take ongoing steps to protect the victim from retaliation or harm, and work with the victim to create a safety plan. Retaliation against the victim, whether by students, employees or third parties, will not be tolerated. The University and Title IX Coordinator will also:

- Provide interim remedies requested by the victim, if they are reasonably available, regardless of whether the victim chooses to report to campus or local police;
- Assist victims in accessing available victim advocacy, academic support, counseling, disability, medical/health or mental health services, and legal assistance both on and off campus;
- Provide security and support, which could include issuing a no-contact order, helping arrange a change of campus-based living or working arrangements or course schedules (including for the perpetrator pending the outcome of the investigation) or adjustments for assignments, tests, or work duties; and
- Inform victims of their right to report a crime to University or local police – and provide victims with assistance if desired.

The University will not require a victim to participate in any investigation or disciplinary proceeding if the victim does not wish to participate.

The University will not generally notify parents or legal guardians of a Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking report unless the victim is under 18 years old or the victim provides the University with written permission to do so.

Under California law, and pursuant to University policy, many University employees, including the Title IX Coordinator, are mandatory child abuse and neglect reporters and should explain to victims under 18 years of age that they are required to report the incident to the police. However, the identity of the person who reports and the report itself are confidential and disclosed only among appropriate agencies.

Because the University is under a continuing legal obligation to address the issue of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking campus-wide, reports (including non-identifying reports) may also require the University to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported incident(s) occurred; increased education, training and prevention efforts, including to targeted population groups; climate assessments/victimization surveys; and/or revision of policies and practices.

## NON-REPORTING

Victims are strongly encouraged to report any incident of Sexual Misconduct, Dating and Domestic Violence, or Stalking to the police and/or campus Title IX Coordinator so that steps may be taken to protect them and the rest of the campus

community. However, non-reporting is also an option.

## CIVIL LAWSUIT

Victims may choose to file a civil lawsuit against the perpetrator, whether or not criminal charges have been filed. A civil lawsuit provides the opportunity to recover actual damages, which may include compensation for medical expenses, lost wages, pain, suffering and emotional distress.

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## RESTRAINING ORDERS

Victims may also choose to obtain a protective or restraining order (such as a Domestic Violence restraining order or a civil harassment restraining order). Restraining orders must be obtained from a court in the jurisdiction where the incident occurred. Restraining orders can protect victims who have experienced or are reasonably in fear of physical violence, Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking. The campus Title IX Coordinator or Sexual Assault Victim's Advocate can offer assistance with obtaining a protective or restraining order.

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## DISCIPLINARY PROCEDURES

The University has procedures that provide for an administrative investigation of reports of Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking, and written findings based on the preponderance of the evidence standard, provided to the complainant and respondent. Both the complainant and respondent may appeal written findings to the CSU Chancellor's Office, as well as the ultimate sanction for violation of CSU policy in student misconduct cases. The procedure for CSU employees and third parties is separate from but similar to the procedure for CSU students.

When a student or employee reports to the University that the student or employee has been a victim of Sexual Misconduct, Dating Violence, Domestic Violence or Stalking, whether the offense occurred on or off campus, the University will provide the student or employee a written explanation of their rights and options.

The investigation process from initial complaint to final result shall be prompt, fair, and impartial. The investigator will meet separately with the complainant and the respondent and other potential witnesses to gather information. The investigation shall be completed no later than 60 Working Days after the intake interview, unless the timeline has been extended. The timeline should not be extended for a period longer than an additional 30 Working Days from the original due date. Before reaching a final conclusion or issuing a final investigation report, the Investigator shall have: a) advised the Parties, or have offered to do so, verbally or in writing, of any evidence upon which the findings will be based; and, b) given the Parties an opportunity to respond to the evidence, including presenting further relevant evidence, information or arguments that could affect the outcome. The Investigator will not reach a final conclusion or issue an investigation report until giving careful consideration to any such relevant evidence, information or arguments provided by the Parties. The Investigator retains discretion and authority to determine relevance.

At the conclusion of the University's complaint and investigation procedure, any employee or student found to have violated University policy against Sexual Misconduct, Dating Violence, Domestic Violence, or Stalking will be subject to discipline. For employees, discipline would be administered consistent with applicable collective bargaining agreements, University policies and legal requirements. For students, discipline would be administered in accordance with CSU Executive Order 1098 (discussed below). Victims are not required to participate in any University disciplinary and may choose not to be a part of it. Disciplinary procedures will:

- Provide a prompt, fair, and impartial process and resolution;
- Be conducted by officials who receive annual training on Sexual Misconduct, Dating Violence, Domestic

Violence, and Stalking and how to conduct a hearing process that protects the of victims and promotes accountability; this training is held annually and coordinated through the Chancellors Office.

- Provide the complainant and respondent the same opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice;
- Simultaneously inform the complainant and respondent in writing of:
  - The outcome of the disciplinary proceeding;
  - The University's procedures to appeal the results of the disciplinary proceeding;
  - Any change to the disciplinary results that occurs prior to the time such results become final; and
  - When disciplinary results become final.
- Maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide accommodations or protective measures.
- If the alleged victim is deceased as a result of such crime, the University will provide the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

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## COMPLAINT PROCEDURES

The CSU has adopted and published complaint procedures that provide for prompt, impartial, and equitable resolution of complaints of Sex Discrimination, including Sexual Harassment, Sexual Misconduct, including Rape and Sexual Assault, Domestic Violence, Dating Violence, and Stalking.

Regardless of whether an employee, a student or a third party ultimately files a complaint under the applicable complaint procedure, if the University knows or has reason to know about possible Sex Discrimination, Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking, it must review the matter to determine if an investigation is warranted. When warranted, all such investigations must be prompt, thorough and impartial. The University must then take appropriate steps to eliminate the Sex Discrimination, Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, and/or Stalking, prevent its recurrence, and remedy its effects.

## COMPLAINTS MADE BY STUDENTS

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Executive Order 1097, entitled "Systemwide Policy Prohibiting Discrimination, Harassment, and Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking Against Students and Systemwide Procedure for Addressing Such Complaints by Students" is the appropriate systemwide procedure for all complaints of Sex Discrimination, Sexual Harassment, Sexual Misconduct, Sexual Violence, Domestic Violence, Dating Violence, and Stalking made by CSU students against the CSU, a CSU employee, another CSU student, or a third party. Executive Order 1097 can be viewed at <http://www.calstate.edu/EO/EO-1097-rev-6-23-15.pdf>.

## COMPLAINTS MADE BY EMPLOYEES, FORMER EMPLOYEES, THIRD PARTIES, AND APPLICANTS FOREMPLOYMENT

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Executive Order 1096, entitled "Systemwide Policy Prohibiting Discrimination, Harassment and Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking Against Employees and Third Parties and Systemwide Procedure for Addressing Such Complaints by Employees and Third Parties" is the appropriate systemwide procedure for all complaints of Sex Discrimination, Sexual Harassment, Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking made by employees and former employees against the CSU, another CSU employee, a CSU student or a third party.

Employees covered by a collective bargaining agreement that provides a grievance procedure for raising allegations of Sex Discrimination or Sexual Harassment, including Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking shall use the grievance procedure specified in their collective bargaining agreement. Executive Order 1096 can be

viewed at <http://www.calstate.edu/EO/EO-1096-rev-6-23-15.pdf>.

## COMPLAINTS MADE BY STUDENT-EMPLOYEES

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Executive Order 1096 is the appropriate system-wide procedure for all complaints of Sex Discrimination, including Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking, made by student-employees where the alleged Sex Discrimination, Sexual Misconduct, Domestic Violence, Dating Violence, and Stalking arose out of the person's status as an employee and not their status as a student. Executive Order 1096 can be viewed at <http://www.calstate.edu/EO/EO-1096-rev-6-23-15.pdf>.

## DISCIPLINARY PROCEDURE

The Title IX Coordinator (or designee) is responsible for investigating complaints of Gender Discrimination, Harassment and Retaliation, including Sex Discrimination and Sexual Harassment, as well as Complaints of Sexual Misconduct, Domestic and Dating Violence, and Stalking. (See Executive Orders 1095, 1096 and 1097.) In accordance with Executive Orders 1096 and 1097, the Title IX Coordinator investigates those complaints, determines whether the accused violated the applicable Executive Order(s), and prepares a report that includes findings of facts and conclusions about whether the applicable Executive Order was violated. Unless the determination is appealed as provided in Executive Orders 1096 or 1097, it is final and binding in all subsequent proceedings.

Where a complaint is made against a student and the applicable Executive Order is found to have been violated, the Title IX Coordinator shall also notify the Student Conduct Administrator of the investigation outcome and provide a copy of the investigation report.

Where a complaint is made against an employee, Human Resources or Academic/Faculty Affairs shall be notified and provided a copy of the investigation reports. Sanctions are imposed in accordance with current collective bargaining agreement, when applicable, and may include:

- Verbal reprimand
- Written reprimand
- Reduction in salary
- Temporary or permanent demotion
- Paid or unpaid administrative leave
- Suspension
- Denial or curtailment of emeritus status
- Mandated education or training
- Change in work location
- Restrictions from all or portions of campus
- Restrictions to scope of work
- Dismissal

Unless the Chancellor's Office notifies the campus that an appeal has been filed, investigative findings pursuant to Executive Orders 1096 or 1097 become final 11 working days after the date of the Notice of Investigation Outcome issued pursuant to those Executive Orders. If an appeal is filed, the investigative findings do not become final until the appeal has been exhausted.

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## APPEAL OF FINDING IN INVESTIGATION OUTCOME

Any complainant or respondent who is not satisfied with a campus investigation outcome may file an appeal with the Chancellor's Office (CO) within 10 working days after the date of the Notice of Investigation Outcome. The appeal is limited to one or more of the following issues: 1. The investigation outcome is unsupported by the evidence, based on



the preponderance of the evidence standard; 2. Prejudicial procedural errors impacted the investigation outcome to such a degree that the investigation did not comply with the relevant Executive Order; or 3. New evidence not available at the time of the investigation. The CO shall respond within 30 working days. The CO appeal response is final.

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## STUDENT CONDUCT PROCEEDINGS

Where the investigative report finds a violation of Executive Order 1096 or 1097 and any appeal has been exhausted, the report is referred to the Student Conduct Administrator to initiate student conduct proceedings. The Student Conduct Administrator will offer to conduct pre-hearing conferences separately with the complainant and respondent to review information concerning the charges, interim remedies, proposed sanctions or range of sanctions, the nature of further proceedings, and possible disposition without hearing.

The Student Conduct Administrator shall, in consultation with and agreement from the Title IX Coordinator, determine which cases are appropriate for disposition without hearing, taking into consideration the investigation report and any additional information provided during any conferences. If a proposed resolution agreement can be reached, the terms shall be put in writing and signed by the student charged and the University (after a reasonable opportunity to consult with an advisor). Any proposed resolution may be appealed by the complainant and is not final until any such appeal is exhausted.

If not resolved, the Student Conduct Administrator will issue a Notice of Hearing and shall schedule the hearing promptly, but in any event no sooner than 10 working days after, and no later than 20 working days after, the date of the Notice of Hearing. The findings and conclusions of the investigations conducted in accordance with Executive Orders 1096 and 1097, once any appeals are exhausted, are final and binding. The hearing is limited to determining appropriate sanctions; the findings of the investigation are not under review.

The Hearing Officer controls the hearing. The Student Conduct Administrator and the student charged each put on the evidence in their case and may each ask questions of the witnesses in whatever manner the Hearing Officer deems appropriate. The Hearing Officer may ask questions of any witness, the student charged, the complainant, Student Conduct Administrator, or the Title IX Coordinator.

Questions may not be posed to complainants about their past sexual behaviors involving any persons other than the student charged. The Hearing Officer shall ask any questions of the complainant and other witnesses on behalf of the student charged (who shall give the Hearing Officer a written list of questions).

The investigation report and any Chancellor's Office Appeal Response prepared pursuant to Executive Orders 1096 or 1097 shall be entered into evidence at the hearing, redacted as appropriate to protect private (e.g. contact) information or as otherwise required by law. If the student charged fails to appear at the hearing without good cause, the hearing shall nevertheless proceed.

The Hearing Officer shall submit a written report to the president recommending sanctions, if any, as well as any recommendations regarding additional remedies. The report shall include any mitigating or aggravating factors relied upon by the Hearing Officer in reaching the recommendations. The report shall be submitted within 10 working days after the hearing.

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## PRESIDENT'S SANCTION DECISION/NOTIFICATION

The president shall review the investigative report and the Hearing Officer's report and issue a decision concerning the appropriate sanction. The president's decision letter shall be issued within 10 working days after receipt of the Hearing Officer's report. The president shall simultaneously send the decision electronically to the student charged



and complainant(s).

Unless the Chancellor's Office notifies the campus that an appeal has been filed, the president's sanction decision becomes final 11 working days after the date of the decision letter.

## STUDENT SANCTIONS

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The following sanctions may be imposed for violation of the Student Conduct Code:

1. RESTITUTION.  
Compensation for loss, damages or injury. This may include appropriate service and/or monetary material replacement.
2. LOSS OF FINANCIAL AID.  
Scholarships, loans, grants, fellowships and any other types of state financial aid given or guaranteed for the purposes of academic assistance can be conditioned, limited, cancelled or denied.
3. EDUCATIONAL AND REMEDIAL SANCTIONS.  
Assignments, such as work, research, essays, service to the University or the community, training, counseling, removal from participation in recognized student clubs and organizations (e.g., fraternities misconduct or as deemed appropriate based upon the nature of the violation.
4. DENIAL OF ACCESS TO CAMPUS OR PERSONS.  
A designated period of time during which the student is not permitted: (i) on University Property or specified areas of campus; or (ii) to have contact (physical or otherwise) with the complainant, witnesses or other specified persons.
5. DISCIPLINARY PROBATION.  
A designated period of time during which privileges of continuing in student status are conditioned upon future behavior. Conditions may include the potential loss of specified privileges to which a current student would otherwise be entitled, or the probability of more severe disciplinary sanctions if the student is found to violate the Student Conduct Code or any University policy during the probationary period.
6. SUSPENSION.  
Temporary separation of the student from active student status or student status.
  - a. A student who is suspended for less than one academic year shall be placed on inactive student (or equivalent) status (subject to individual campus policies) and remains eligible to re-enroll at the University (subject to individual campus enrollment policies) once the suspension has been served. Conditions for re-enrollment may be specified.
  - b. A student who is suspended for one academic year or more shall be separated from student status but remains eligible to reapply to the University (subject to individual campus application polices) once the suspension has been served. Conditions for readmission may be specified.
  - c. Suspension of one academic year or more, withdrawals in lieu of suspension, and withdrawals with pending misconduct investigations or disciplinary proceedings shall be entered on the student's transcript permanently without exception; this requirement shall not be waived in connection with a resolution agreement.

7. EXPULSION.

Permanent separation of the student from student status from the California State University system. Expulsion, withdrawal in lieu of expulsion, and withdrawal with pending misconduct investigation or disciplinary proceeding shall be entered on the student's transcript permanently, without exception; this requirement shall not be waived in connection with a resolution agreement.

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<sup>2</sup> A student is not considered to be in good standing for purposes of admission to the University while under a sanction of suspension or expulsion, or while admission or re-admission has been disqualified.

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**MORE THAN ONE SANCTION MAY BE IMPOSED FOR A SINGLE VIOLATION.**

**OTHER CONSIDERATIONS RELATED TO SANCTIONS**

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1. ADMINISTRATIVE HOLD AND WITHOLDING A DEGREE

The University may place an administrative hold on registration transactions and release of records and transcripts of a student who has been sent written notice of a pending investigation or disciplinary case concerning that student, and may withhold awarding a degree otherwise earned until the completion of the process, including the completion of all sanctions imposed.

2. RECORD OF DISCIPLINE

A record of disciplinary probation or suspension is entered on a student's transcript, with beginning and end date, for the duration of the sanction. A record of expulsion or suspension for one academic year or more shall note the effective date of discipline and remains on the transcript permanently, without exception. A record of withdrawal in lieu of suspension or expulsion and withdrawal with pending misconduct investigation or disciplinary proceeding remains on the transcript permanently, without exception. These requirements shall not be waived in connection with any resolution agreement.

3. INTERIM SUSPENSION

A president may impose an interim suspension pursuant to Title 5, California Code of Regulations section 41302 where there is reasonable cause to believe that separation of a student is necessary to protect the personal safety of persons within the University community or University property, and to ensure the maintenance of order.

An investigative finding of a violation of Executive Orders 1096 or 1097 standing alone may be sufficient to constitute reasonable cause to believe that an interim suspension is necessary to protect the personal safety of persons within the University community or University property, and to ensure the maintenance of order.

#### 4. DENIAL OF PRESENCE ON CAMPUS DURING INTERIM SUSPENSION

During the period of an interim suspension, the student charged may not, without prior written permission from the campus president, enter any campus of the California State University other than to attend the hearing regarding the merits of the interim suspension and any disciplinary hearing. The president may also restrict the student's participation in University-related activities on a case-by-case basis, such as attending off-campus activities and/or participating in on-line classes. Violation of any condition of interim suspension shall be grounds for expulsion.

#### 5. ADMISSION OR READMISSION

Applicants for admission or readmission into any University program are subject to appropriate sanctions for violations of the Student Conduct Code, including qualification, revocation or denial of admission or readmission. For students who withdraw while a disciplinary matter is proceeding, the campus has discretion whether to continue proceedings or hold proceedings in abeyance.

#### APPEAL OF PRESIDENT'S SANCTION

The complainant and student charged each may file an appeal of the president's decision of appropriate sanctions to the Chancellor's Office no later than 10 working days after the date of the president's decision letter. The complainant may also appeal any proposed sanctions agreed to as part of a proposed resolution agreement with the student charged.

Sanction appeals are limited to a determination as to whether the sanction is reasonable under the facts and circumstances as determined by the investigation and whether any prejudicial procedural errors occurred during the hearing. The Chancellor's Office appeal review will not involve a new investigation and will not consider evidence that was not introduced during the investigation or hearing. The record will be limited to the record at the hearing.

The Chancellor's Office shall issue a final appeal response no later than 10 working days after receipt of the written appeal.

#### REGISTERED SEX OFFENDERS

California's sex offender registration laws require convicted sex offenders to register their status with the University police department if they are enrolled, residing, attending, carrying on a vocation (i.e. contractor or vendor on campus for more than 30 days in the year), or working with or without compensation for the institution. All public information available in California about registered sex offenders, to include the ability to look-up offenders by name, residence address, and zip code, is on the California Department of Justice Megan's law web site at <http://www.meganslaw.ca.gov/>

#### MISSING STUDENT NOTIFICATION

If a member of the University community has reason to believe that a student or employee is missing, he or she should immediately notify the University Police Department at (510) 885-3791. The University Police shall be notified anytime a resident of on campus housing is missing for more than 24 hours.

All appropriate efforts will be made to locate the student or employee to determine his or her state of health and well-being through the collaboration of the University Police Department and other relevant campus

departments.

Within 24 hours, if upon investigation by the University Police Department, the student is determined missing, staff from the University Police Department and/or another appropriate university department, will contact the resident's designated emergency contact. The Jeanne Clery Act requires the University to allow any on-campus resident to identify an individual as a separate emergency confidential contact, to be notified in the event he or she is determined to be missing. On-campus housing students who wish to identify separate emergency confidential contact can do so via MyCSUEB. The University police department will also notify a custodial parent or guardian, in addition to any additional confidential contact person, if the missing student is under 18 years of age and not emancipated.

As soon as reasonable under the circumstances (within 24 hours), the University police will notify and forward a copy of the report to other local law enforcement agencies. University police will also notify and forward a copy of the report to law enforcement agency in whose jurisdiction the missing person was last seen.

## FIRE SAFETY ACT

The 2017 Fire Safety Act Report is available at the following link:

<http://www.csueastbay.edu/af/departments/upd/files/pdf/2017-Annual-Fire-Report.pdf>