

# **MARIAN UNIVERSITY'S ANCILLA COLLEGE 2023 ANNUAL SECURITY AND FIRE SAFETY REPORT**

Prepared by the Marian University's Ancilla College's Division of Student Success and Engagement in collaboration with staff members at the Marian University Indianapolis campus.

NOTE: This report reflects information beginning in July 2021 when Marian University opened a new campus location of Marian University's Ancilla College.

## **THE JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT LEGAL REQUIREMENTS FOR THE ANNUAL SECURITY REPORT**

The Clery Act requires universities and colleges to disclose campus crime statistics and security information. This act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees and to make public their campus security policies. It also requires that crime data is collected, reported, and disseminated to the campus community and the Department of Education. The act is intended to provide students and their families, as higher education consumers, with accurate, complete, and timely information about safety on campus so that they can make informed decisions. The Marian University's Ancilla College Division of Student Success and Engagement is responsible for preparing this institutional report.

### **The Clery Act requires Marian University's Ancilla College to:**

- Publish and distribute an annual security report containing three years of campus crime statistics and certain campus security policy statements; [NOTE: This report reflects information beginning in July 2021 when Marian University opened a new campus location of Marian University's Ancilla College.]
- Keep a daily crime log and provide public access to the crime log during normal business hours;
- Provide the Marian University's Ancilla College community with information necessary to make informed decisions about their safety by providing “emergency and timely warnings” of any crime that might represent an ongoing threat to the safety of students, employees, or visitors;
- Inform the campus community where to obtain information about registered sex offenders;
- Collect and report information regarding incidents of dating violence, domestic violence, sexual assault, and stalking that occur in the institution's Clery Geography and are reported to a Campus Security Authority or to local law enforcement agencies;
- Disclose statistics of such incidents in their Annual Security Reports (ASRs) and the Campus Safety and Security Survey and to maintain credible documentation that substantiates the institution's crime statistics;
- Have policies and procedures for victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the institution's crime statistics;

- Clarify the very limited circumstances in which an institution may remove reports of crimes that have been “unfounded” by law enforcement officials and require institutions to report to the Department and disclose in the ASR the number of crimes that were “unfounded” and subsequently withheld from their crime statistics;
- Provide information on culturally relevant, inclusive prevention awareness programs to incoming students and new employees, as well as describe these programs in their ASRs. These programs must include: a statement that the institution prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking; the definitions of these terms in the applicable jurisdiction; the definition of “consent,” in reference to sexual activity, in the applicable jurisdiction; a description of safe and positive options for bystander intervention; information on risk reduction; and information on the institution's policies and procedures after a sex offense occurs;
- Provide, and describe in their ASRs, ongoing prevention and awareness campaigns for students and employees. These campaigns must include the same information as the institution's primary prevention and awareness programs;
- Define the terms “awareness programs,” “bystander intervention,” “ongoing prevention and awareness campaigns,” “primary prevention programs,” and “risk reduction”;
- Describe each type of disciplinary proceeding used by the institution in cases of alleged dating violence, domestic violence, sexual assault, or stalking; the steps, anticipated timelines, and decision-making process for each type of disciplinary proceeding; how to file a disciplinary complaint; how the institution determines which type of proceeding to use based on the circumstances of an allegation of dating violence, domestic violence, sexual assault, or stalking; and the standard of evidence that will be used during the disciplinary proceeding;
- List all of the possible sanctions that the institution may impose following the results of any institutional disciplinary proceedings for an allegation of dating violence, domestic violence, sexual assault, or stalking;
- Describe the range of protective measures that the institution may offer following an allegation of dating violence, domestic violence, sexual assault, or stalking;
- Provide students or employees who report being victims of dating violence, domestic violence, sexual assault or stalking with a written explanation of their rights and options, regardless of whether the offense occurred on campus, including written notification of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims both within the institution and in the community, and the availability of changes to academic, living, transportation, and working situations, or protective measures regardless of whether the victim reports to law enforcement;
- Provide a prompt, fair, and impartial disciplinary proceeding in cases of alleged dating violence, domestic violence, sexual assault, or stalking in which: (1) officials are appropriately trained and do not have a conflict of interest or bias for or against the complainant or the respondent; (2) the complainant and the respondent have equal opportunities to have others present, including an advisor of their choice; (3) the

complainant and the respondent receive simultaneous notification, in writing, of the result of the proceeding and any available appeal procedures; (4) the proceeding is completed in a reasonably prompt time frame; (5) the complainant and respondent are given timely notice of meetings at which one or the other or both may be present; and (6) the complainant, the respondent, and appropriate officials are given timely and equal access to information that will be used during informal and formal disciplinary meetings and hearings.

## **Law Enforcement Authority and Jurisdiction**

As part of a property lease agreement between the Poor Handmaids of Jesus Christ and Marian University's Ancilla College for building use, there is a contractual agreement with the Poor Handmaids of Jesus Christ to provide services by the Campus Safety and Support Services Department (SASS), including de-escalation, Emergency Medical Technicians and general support. SASS is available 24 hours a day/ 7 days per week.

The contractual primary area of jurisdiction of the Poor Handmaids of Jesus Christ Safety and Support Services is geographical boundaries of the Center at Donaldson, which includes the Marian University's Ancilla College campus including thoroughfares, streets, sidewalks, and parking facilities, that are within the college campus, or immediately adjacent to and accessible from the campus. The physical address for Marian University's Ancilla College is 20097 9B Road, Plymouth, Indiana 46563.

Members of the Marian University's Ancilla College Campus Safety and Support Services support the rules and regulations of Marian University's Ancilla College including the Code of Student Rights and Responsibilities, the Indiana State Code, and the constitution of the United States of America.

Marian University's Ancilla College is also supported regularly by the Marian University's Police Department through on-campus presence at request. Marian University's Police Department officers are required to attend the Indiana Law Enforcement Academy and have jurisdiction throughout the state of Indiana. MUPD is created and authorized under IC 21-17-5-5.

Other agencies that have jurisdictional authority within the boundaries of Marian University's Ancilla College and the Center at Donaldson include, but may not be limited to, the following: Marshall County Sheriff's Department, Indiana State Police, Indiana State Excise Police, Indiana Department of Natural Resources (Law Enforcement Division); and federal agencies that have enforcement powers by virtue of the United States Code.

## **Daily Crime Log**

The Poor Handmaids of Jesus Christ Safety and Support Services (SASS) Department maintains a daily logbook containing all services requested by Marian University Ancilla College, including all reported crimes. The MUAC/SASS Logbook may be made available for public inspection during normal business hours by request of either of the following:

Vice President and Academic Dean, Dr. Natalie Tucker 574-936-8898 x 305 or [ntucker@marian.edu](mailto:ntucker@marian.edu).

Dean of Students, Jean Wolfe, 574-341-3931 or [jwolfe@marian.edu](mailto:jwolfe@marian.edu).

## **Emergency Notification and Timely Warning Notices**

Marian University's Ancilla College will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus. In the event of a suspected significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees, Marian University's Ancilla College Emergency Response team, consisting of the Director of Operations & Administration, VP of Campus and Academic Dean, Operations Manager and Dean of Students, will confirm that there is a significant emergency or dangerous situation and determine the appropriate segment or segments of the campus community to receive a notification and will work with the Marketing and Communication representative to determine the content of the notification and initiate the notification system. Marian University's Ancilla College will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Emergency notifications, timely warning notices, and follow-up information will be made available via: Marian University's Ancilla College e-mail, Marian University's Ancilla College's campus safety app—Campus Shield, Marian University's Ancilla College residence life staff, and/or Marian University's Ancilla College Emergency Response team. Marian University's Ancilla College may not issue a timely warning based on the same circumstances; however, Marian University's Ancilla College will provide adequate follow-up information to the community as needed. Marian University's Ancilla College tests the emergency notification and evacuation procedure at least once per calendar year. This test may be announced or unannounced and publishes Marian University's Ancilla College's emergency response and evacuation procedures during the test.

#### **List of Marian University's Ancilla College Drug and Alcohol Abuse Education Programs**

- [Alcohol Screening](#), an on-line tool to assist students in reflecting on their alcohol use and its potential impact on their life and work, is offered through the Counseling and Consultation Services office. Students are invited to utilize counseling services to review further.
- The Athletic Department performs random drug testing as determined by the Athletic Director.
- Violations of campus, state, and federal laws are included in the *Code of Student Rights and Responsibilities* and Residence Hall Policies.
- Marian University's Ancilla College Student Health Services reminds students regularly about alcohol/drug interactions with prescription medicines through individual appointments.
- Residential and Commuter Life reminds students about expectations to follow all housing and university policies as well as state and federal laws through housing contracts, assignment notifications, and information sent to residential and commuter students.
- Alternative Break, facilitated by University Ministry, offers students the opportunity to engage in service learning around the country and world as an alternative to traditional spring break options.

- Examples of other Residential and Commuter Life programs include:
  - First All-Hall Meetings of the Year, Include review of alcohol and drug policies
  - Student Athlete Orientation: review of alcohol and drug policies are reviewed at the all-athlete orientation meeting at the beginning of each academic year.
  - Substance Awareness training: Prior to random drug screenings for athletes, all athletes are provided substance awareness training by the MUAC Athletic Department.
  - Bulletin Boards and Flyers, Passive programming in the residence halls and college includes various bulletin boards, digital displays and flyers regarding alcohol and drug policies and education.
  - Health Tips published regularly in Marian University's Ancilla College student newsletter: **Charger Connection**.

### **Policies and Codes related to Residential and Commuter Life, Alcohol**

The students, faculty and staff of Marian University's Ancilla College follow the Marian University's *Code of Student Rights and Responsibilities* and the Marian University *Residential and Commuter Life Policies*.

Marian University's Ancilla College Campus is a **substance-free campus** and as such, alcoholic beverages are not permitted, regardless of age. (Appendix A: Alcohol Policy, B. Residential Units)

**Responsibility:** Marian University's students are given and accept a high level of responsibility to self, to others and to the community. Behavior that violates this value includes, but is not limited to:

### **Appendix A-Alcohol Policy**

Sections from Appendix A-Alcohol Policy that directly apply to Marian University's Ancilla College as a substance-free campus are listed below and include the disciplinary actions related to use of alcohol.

On- and off-campus violations of university policy and local and state laws related to alcohol will result in disciplinary action.

A. General Guidelines (listed below are the points most relevant to our substance-free campus)

2. Any person who is (a) intoxicated; (b) knowingly distributing alcohol to a person under the age of 21 or (c) under the age of 21 and found in possession of or consuming alcohol on campus property may face civil, criminal, and/or university disciplinary action.
3. Illegal purchase, consumption, or possession of alcoholic beverages by any student under 21 years of age is prohibited wherever it may occur.
4. Adverse behavior as a result of alcohol consumption, including disruption, disorderly conduct, and public intoxication shall be a violation of the code.
5. The sale of alcoholic beverages by any person without a license is strictly prohibited.
6. Students hosting parties where (a) minors are allowed to consume alcohol, (b) alcohol is provided to minors, (c) provided in excess to others, or (d) otherwise distributed in violation of the law are subject to sanctions outlined in the Code of Student Rights and Responsibilities up to and including suspension or expulsion from the university.
7. Drinking games and other behaviors designed for the purpose of rapid and/or excessive

consumption of alcohol are prohibited.

8. Bulk alcohol containers (kegs and other bulk containers, etc.) are prohibited.

B. Residential Units (listed below are the points most relevant to our substance-free campus)

2. Alcoholic beverages are prohibited from all substance-free living environments, regardless of a student's age. This includes but is not limited to Doyle Hall, Clare Hall, and the Dorothy Day House for Peace and Justice. [Hardesty Hall, Miller Hall and the entire Marian University Campus are substance-free.]

5. Alcoholic beverages are prohibited in all public areas of the residence halls. All areas in a residence hall except for private rooms are considered public areas. When the door of a private room is propped open, it is to be considered a public area.

7. Alcoholic beverage containers (cans, bottles, kegs, etc.) are not allowed in substance free living environments for any purpose. This includes empty or decorative containers.

Disciplinary actions for any student or guest found in violation of the alcohol policy may result in any of the sanctions noted within the code. The university will notify parent(s)/legal guardians(s) of alcohol violations under certain circumstances.

Student health and well-being is of primary concern to the university. Please see the Lifeline-Good Neighbor Policy in Appendix C regarding emergency assistance and support.

The university encourages students who are experiencing substance abuse problems to seek assistance from resources available to them on campus, as well as from agencies and self-help groups available in the community. A list of these resources is available from the Office of Health and Wellness and Counseling and Consultation Services.

### **University Drug Policy, Section 4 Expectations and Rules, *Student Code of Rights and Responsibilities***

**Drugs.** Use, possession, or distribution of illegal drugs and other controlled substances or drug paraphernalia except as expressly permitted by the university's drug policy; (see appendix B).

#### **Appendix B-Drugs**

The illegal or abusive use of alcohol and other drugs by members of the campus community jeopardizes the safety of the individual and the community and is contrary to the academic learning process. Marian University is committed to having a campus that is free of the illegal or abusive use of alcohol and other drugs. In keeping with this commitment, it is the policy of the university that the illegal or abusive use of alcohol and other drugs is prohibited at all times. In order to inform all university students of their responsibilities as set forth in the Drug-Free Schools and Communities Act Amendments of 1989, the following information is provided:

1. The use, abuse, possession, sale, distribution, manufacture, or transfer of narcotics, illegal drugs as defined by state or federal law, or any controlled substance is prohibited at all times. Controlled substances include, but are not limited to, marijuana, hash oil, hashish, inhalants, and abuse of over-the-counter drugs and prescription drugs, and/or the use of over-the-counter drugs or prescription drugs, or any other immediate precursor to be used to manufacture any other illegal drug, including without limitation, methamphetamine.

2. Possession or manufacture of drug paraphernalia which is to be used for any one of the following purposes: (a) to introduce into a person's body a drug, marijuana, or any controlled substance, (b) to test the strength, effectiveness or purity of a drug, marijuana, or any controlled substance, or (c) enhances, or is perceived to enhance, the physiological effect of a drug, marijuana, or any controlled substance, is also a violation of this policy.

Conduct sanctions the university may employ for violations of the university drug and alcohol policies include dismissal, suspension, probation, restitution, suspension from university housing, forfeiture of financial assistance, or such other sanctions as deemed appropriate by the university. Students may be accountable to both civil authorities and the university for acts that constitute violations of law and university policy. Student conduct action at the university will normally proceed during pending criminal proceedings and will not be subject to challenge on the ground that criminal charges involving the same incident have been dismissed or reduced.

Students need to be aware that any student convicted of a state or federal drug violation that occurred while enrolled and while receiving federal financial aid may be declared ineligible for future federal student aid for up to one year. Individuals convicted of both possession and selling may face a longer period of ineligibility. Students should contact the Office of Financial Aid to understand the full policy.

The university will notify parent(s)/legal guardians(s) of drug violations. The university encourages students who are experiencing substance abuse problems to seek assistance from resources available to them on campus, as well as from agencies and self-help groups available in the community. A list of these resources is available from the Student Health Center, the Marian University's Dean of Students or Counseling and Consultation Services.

### **Written Requests-Victim of a Crime of Violence**

Marian University's Ancilla College will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the respondent of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph

### **Missing Student Notification Policy**

Students, employees, or other individuals should report when a student has been missing for 24 hours to Marian University's Ancilla College Dean of Students. Each student has the option to identify an emergency contact person or persons whom Marian University's Ancilla College shall notify within 24 hours of the determination that the student is missing. This information can be registered in the MUHub and within the Student Residential and Commuter Life system. Contact information is registered by the student and is used by school personnel, authorized campus officials and law enforcement personnel in furtherance of a missing person investigation. In the event students are under 18 years of age and not emancipated, or the student has not identified a contact person, Marian University's Ancilla College will notify a parent or guardian within 24 hours of the determination that the student is missing.

### **The Indiana Sheriff's Sex and Violent Offender Registry Site**

Information regarding registered Indiana sex offenders can be accessed at:

<http://www.icrimewatch.net/indiana.php>.

## **Procedures for Reporting Criminal Incidents and Other Emergencies**

All students, faculty, staff, employees, and guests should promptly report all criminal and medical incidents, accidents, fires, and other emergencies to Safety and Support Services (SASS) and/or by using the Campus Shield app.

### **Anonymously Report Crimes**

Marian University's Ancilla College has a form to allow victims or witnesses to anonymously report crimes on a voluntary confidential basis for inclusion in Marian University's Ancilla College's crime statistics. The form may be accessed from the bottom of any page of the Marian University's Ancilla College website, see *Title IX (reporting discrimination)*. [Title IX \(marian.edu\)](http://marian.edu) These reports are sent to a private e-mail reviewed by the Title IX Coordinator and Deputy Title IX Coordinator. Victims or witnesses may also anonymously report crimes on the "Submit a Tip" page of the Campus Shield app.

### **Access to Campus Facilities and Residence Halls**

Campus facilities, including the Miller and Hardesty Residential Halls, Zirkle Dining, the College Building and the Veterinary Nursing Building have restricted access requiring a proxy card for entry. Employees who need regular access to these areas should contact their supervisor for consideration; access is assigned by role and need.

Visitors and guests needing access to campus facilities should contact the Director of Operations and Administration.

To provide for student safety and protection, access to residence halls is very restricted. Doors are locked at all times, requiring a proxy card for access. Students are provided proxy access only to their assigned residence hall. Students with guests are held responsible for the guests' behaviors, must escort the guests at all times and are to sign guests in and out. Students needing access should contact the appropriate residence hall staff. Members of the Emergency Response Team, including IT, Campus Minister, Dean of Students, Maintenance personnel are provided access on an as needed basis.

### **Description of Programs Designed to Inform Students and Employees about the Prevention of Crimes**

All new students attend an Orientation session (January, May, June, July, August-multiple dates), where the PHJC Safety and Support Services (SASS) covers:

- Crime prevention tips (travel in groups, lock your doors, report suspicious activity)
- Escort services on campus
- Reporting suspicious activity-students are asked to download the Campus Shield app on their phones and provided direct contact information for SASS (dialing "0" from an onsite phone, or 574-936-9936 from a cell phone or outside line)
- Being aware of your surroundings
- Do not leave belongings unattended
- Do not prop doors
- Lock the doors to your residence hall room
- Use of Campus Shield app, including the Safety Timer/Friend Watch feature. Safety Timer/Friend Watch permits students to identify designated personal safety contact, that contact will be notified of the individual's location after a specified length of time and the individual is able to notify the personal safety contact that they are safe.



All new employees receive this information through Human Resources and departments.

### **Unfounded Crimes**

There are very limited circumstances in which Marian University's Ancilla College may remove reports of crimes that have been deemed “unfounded” by sworn law enforcement officials. Such determinations will be made only after a full investigation has occurred and only in circumstances where the crime report is found to be false or baseless. Marian University's Ancilla College reports to the Department and discloses in the Annual Security Report the number of crimes that were “unfounded”, if any, and subsequently withheld from their crime statistics.

### **Risk Reduction Recommendations**

The university recommends that students reduce the risk of sexual assault by clear communication, communicating personal boundaries, using the buddy system, drinking responsibly or not at all, and being aware of one’s surroundings and the potential risks of leaving beverages unattended.

### **Reporting Options in the Event of Sexual Assault:**

1. Immediately contact campus police or local law enforcement and accept medical attention; report the attack and its location SASS (dialing “0” from an onsite phone, or 574-936-9936 from a cell phone or outside line); give a description of the assailant’s height, age, speech, hair, clothes, facial features, scars, direction of escape, etc.
2. Contact the Title IX Coordinator (after hours call 317.924.2750).
3. Contact Health Services, Counseling and Consultation Services, or Chaplain for confidential support, if needed or desired.
4. Report using the online forms located on the Marian University's Ancilla College website at [www.marian.edu/title-ix](http://www.marian.edu/title-ix).

Students may choose to utilize any or all options.

### **Preserving Evidence for Criminal and/or Campus Conduct Procedures**

Preserve all physical evidence carefully. Do not bathe, douche, or change clothing. Try not to touch any objects that were handled by the attacker. During the medical examination, be sure to show the medical professional all cuts, bruises, scratches, or injuries. Medical treatment for the prevention of disease may be appropriate. Hospital personnel will also collect evidence for the police investigation.

### **Ongoing Primary Prevention and Awareness Campaigns to Prevent Dating Violence, Domestic Violence, Stalking, and Sexual Assault**

Awareness programs specifically focus on awareness of sexual harassment and sexual assault; defining sexual harassment and assault; national statistics related to sexual assault; means of preventing, responding to, and reporting stalking, dating violence, domestic violence and any form of sexual harassment, including sexual assault.

Primary prevention programs are as follows:

1. Orientation programs designed for new students and employees to introduce them to university policies regarding Title IX, sexual harassment, sexual assault, and

discrimination as well as a discussion of what constitutes sexual harassment and sexual assault. These orientation programs include information about policy, reporting, and how to report in person to the Title IX Coordinator or online. Victims and witnesses, who are impaired or are under-age drinkers, will not be penalized for reporting sexual misconduct.

2. Programs and materials are provided to the university community, including varied creative messages and methods: fliers; videos, articles; statistics; floor programs; Articles are provided to students in newsletters. Awareness programs are scheduled throughout the year.
3. Residential Life staff discuss policies and preventive measures at all-floor meetings at the beginning of the academic year. This information and responsibilities of employees as *mandatory reporters* is provided to new employees at orientation.
4. Regular education programs and articles are provided in the faculty/staff newsletter, "In a Glance" and the student newsletter, Charger Connection
5. The Title IX Coordinator or Deputy Title IX Coordinator meets with department/schools, student organizations, faculty assembly, and athletic teams to review policies and procedures relative to sexual harassment, sexual violence, and mandatory reporting, including questions and clarification.
6. Students, staff and faculty are regularly encouraged and educated in using Campus Shield app, including the Safety Timer/Friend Watch feature. Safety Timer/Friend Watch permits students to identify designated personal safety contact, that contact will be notified of the individual's location after a specified length of time and the individual is able to notify the personal safety contact that they are safe.

### **Disciplinary Proceeding Used in Cases of Alleged Dating Violence, Domestic Violence, Sexual Assault, or Stalking**

In cases of alleged dating violence, domestic violence, sexual assault, or stalking, a Title IX investigation will proceed. Investigations will typically be completed within 60 days; interim measures may be enacted, as needed, for the safety of the community. An investigator, note taker, and advocate(s) for complainant and respondent will be assigned upon receiving a report of alleged misconduct. The investigator will report findings and recommend referral to the conduct or human resources processes as indicated. In conduct hearings, the standard of evidence will be the preponderance of evidence ("is it more likely than not"). Marian University's Ancilla College will follow the steps outlined in the university's formal conduct procedures. These are accessible online via the Marian University's Ancilla College website [at www.marian.edu/studentrights](http://www.marian.edu/studentrights). These procedures include special hearing provisions for sexual misconduct, discrimination, and other complaints of a sensitive nature.

### **How to File a Title IX Complaint – Code of Student Rights and Responsibilities, Section Five: Title IX Policy**

#### **F. Reporting Allegations of Sexual Harassment.**

1. Any person may report sexual harassment. By way of example, this includes:
  - a. Students
  - b. Employees

- c. Parents
- d. Any university community member or other individual who is directly involved in, observes, or reasonable believes that sexual harassment may have occurred.

2. Reports can be made to the Title IX coordinator in the following ways:

- a. In person: Clare Hall, Room 122
- b. Mail: Karen Candlish, 3200 Cold Spring Road, Indianapolis, Indiana 46222
- c. Phone: (317) 955-6318
- d. Email: [kcandlish@marian.edu](mailto:kcandlish@marian.edu)

3. Reports can be made to the deputy Title IX coordinator in the following was:

- a. In person: Evans Center, Room 109
- b. Mail: Clint Whitson, 3200 Cold Spring Road, Indianapolis, Indiana 46222
- c. Phone: (317) 955-6611
- d. Email: [cwhitson@marian.edu](mailto:cwhitson@marian.edu)

3. Making a report to the university and to law enforcement are mutually exclusive events. Making a report to the university does not preclude the individual from filing a report of a crime with law enforcement nor does it extend time limits that may apply in criminal processes. Filing a report with law enforcement is not a prerequisite of making a report with the university. However, individuals may request assistance from the Title IX coordinator or designee to notify law enforcement.

**The following student sanctions may be imposed following the results of any institutional disciplinary proceedings for an allegation of dating violence, domestic violence, sexual assault, or stalking:**

- Warning
- Restitution
- Fines
- Community/University Service Requirements
- Loss of Privileges
- Confiscation of Prohibited Property
- Behavioral Requirement
- Educational Program
- Restriction of Visitation Privileges
- University Housing Probation
- University Housing Reassignment
- University Housing Suspension
- University Housing Expulsion
- University Probation
- Eligibility Restriction
- University Suspension
- University Expulsion
- Other Sanctions: Additional or alternate sanctions may be created and designed as deemed appropriate to the offense with the approval of the Dean of Students or designee.

**Protective measures following an allegation of dating violence, domestic violence, sexual assault, or stalking include (from *Code of Student Rights and Responsibilities*, Section Five: Title IX policy):**

#### 4. Interim Supportive Measures

Supportive measures will be made available to both the complainant and respondent whether or not a formal complaint is filed to ensure equal access to the university's education and employment programs and activities. The Title IX coordinator or designee will conduct an individualized assessment and will review requests from complainant and respondent to determine supportive measures that are appropriate and reasonably available at no cost to the complainant or respondent. Supportive measures may include, but are not limited to:

- (i) No contact directives;
- (ii) Referral to campus and community resources for victim advocacy, counseling, health services, legal assistance, immigration assistance, disability services;
- (iii) Academic support including extensions of time and other course-related adjustments;
- (iv) Modification of work or class schedules;
- (v) Change in work or housing locations;
- (vi) Change in reporting relationship;
- (vii) Consideration of leave requests; and
- (viii) Assistance with academic petitions.

During the period of any investigation a respondent can be put on administrative leave if they are an employee of the university. If the respondent is a student of the university, they may be removed from educational activities following an individualized safety and risk analysis determining that the respondent poses an imminent threat to the physical health or safety of anyone due to the allegations made. If a student is removed from educational activities in this way, they have the right to challenge the determination of the safety and risk analysis.

The Title IX coordinator or designee will coordinate the provision of interim supportive measures. Parties will not be required to arrange such measures by themselves but may need to participate in communication with supervisors, faculty, and other university employees with a need to know.

The university will maintain as confidential any supportive measures provided to the complainant or respondent to the extent that maintaining such confidentiality would not impair the ability of the university to provide the supportive measures.

#### **Written Explanation of Rights and Options**

Students or employees who report being victims of dating violence, domestic violence, sexual assault, or stalking are provided with a written explanation of their rights and options, regardless of whether the offense occurred on campus, including written notification of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims both within the institution and in the community, and the availability of changes to academic, living, transportation, and working situations, or protective measures regardless of whether the victim reports to law enforcement.

#### **Counseling and Consultation Services Policy Supporting Recent Victims of Sexual Assault, Harassment, or Violence**

1. Explain that clinician is legally obligated to protect the confidentiality of their communication with clients

2. Inform student of their right to file a Title IX complaint with the university. Inform student where form is located on university website. Explain option of anonymous reporting (no action/response wanted), allowing information to be included in the annual disclosure of crime statistics. Explain option of reporting with expectation of action/follow-up from university. Explain who receives reporting forms.
3. Inform student that clinician is available to assist student in filing complaint if requested.
4. If appropriate, explain to student that Title IX includes protections against retaliation, and the university officials will take steps to prevent retaliation as well as take responsive action if retaliation occurs.
5. Inform student of right to file a separate complaint with campus or local law enforcement.
6. Inform student of on-campus resources for counseling and medical support. Offer to communicate with faculty on the student's behalf, if needed. If appropriate, inform student of other on-campus academic support.
7. Discuss options for medical care off campus.
8. Discuss options for collection of evidence if appropriate – provide information regarding local Centers for Hope.

### **Confidentiality**

Marian University's Ancilla College will 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 the accommodations or protective measures.

### **Prompt, Fair, and Impartial Disciplinary Proceeding**

Marian University's Ancilla College provides for a prompt, fair, and impartial disciplinary proceeding (term used to describe a conduct hearing or human resources procedure for employees) in cases of alleged dating violence, domestic violence, sexual assault, or stalking. The complainant and the respondent have equal opportunities to have others present, including an advisor of their choice. The complainant and the respondent receive simultaneous notification, in writing, of the result of the proceeding and any available appeal procedures. Marian University's Ancilla College ensures there is not a conflict of interest or bias for or against the complainant or the respondent. The proceeding is completed in a reasonably prompt time frame. The complainant and respondent are given timely notice of meetings at which one or the other or both may be present; and the complainant, the respondent, and appropriate officials are given timely and equal access to information that will be used during informal and formal disciplinary meetings and hearings. The result of a hearing/procedure is the decision whether it is "more likely than not" that a violation occurred and sanctions applied, if appropriate. The complainant and the respondent are both notified in writing the results of the proceeding. Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

### **Crime Statistics**

Crime statistics under the Clery Act are categorized by type and location. The following rules and definitions for the geographical and crime categories are taken from *The Handbook for Campus Safety and Security Reporting* published by the U.S. Department of Education:

### **Definitions of Clery Geography**

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

*On-Campus Student Housing Facility: Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.*

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

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

## **Bystander Intervention**

A bystander is a witness to or participant in an act of potential harm or misconduct who acts to stop, intervene, or protect in the situation. Members of the Marian University's Ancilla College community are encouraged to find ways to successfully intervene to support and help each other.

To encourage students to offer help and assistance to others, Marian University's Ancilla College pursues a policy of amnesty for minor violations when students offer help to others in need

Appropriate ways for bystanders to address situations may include:

- a. Intervening or confronting the violation in an effort to stop it;
- b. Contacting the appropriate staff members to address the violation; or
- c. Leaving the area where the violation was occurring. Where a risk of serious harm exists, merely leaving will not be appropriate.

## **Dating Violence, Domestic Violence, Sexual Assault, Stalking, and Consent, Code of Student Rights and Responsibilities- appendix E**

Intimate Partner Violence is defined as the use of physical violence, coercion, threats, intimidation, isolation, stalking, or other forms of emotional, sexual, or economic abuse directed towards a partner who is or has been in a dating relationship of a romantic or intimate nature.

Stalking is a course of conduct directed at a specific person that is unwelcome and would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

Sexual Misconduct includes but is not limited to sexual harassment, non-consensual sexual contact, non-consensual sexual intercourse, or sexual exploitation (see notice of nondiscrimination).

Consent is knowing, voluntary, and clear. Consent is effective when it is an informed, freely, and actively given mutual agreement, communicated by clearly understandable words, to participate in each form of sexual activity. Consent cannot be inferred from silence, passivity, or lack of active resistance. A current or previous dating or sexual relationship is not sufficient to constitute consent, and consent to one form of sexual activity does not imply consent to other forms of sexual activity. By definition, there is no consent when there is a threat of force or violence or any other form of coercion or intimidation, physical, or psychological. A person who is the object of sexual aggression is not required to physically or otherwise resist the aggressor; the lack of informed, freely given consent to sexual contact constitutes sexual misconduct.

### **Clery Definitions VAWA**

**Domestic Violence:** The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence:** The term “dating violence” means violence committed by a person— (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

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

**Sexual Assault:** Includes sexual assaults committed by offenders who are strangers to the victim/survivor and sexual assaults committed by offenders who are known to, related by blood or marriage to, or in a dating relationship with the victim/survivor. VAWA defines sexual assault as any conduct proscribed as sexual abuse by federal statute. Such proscribed behavior includes knowingly causing another person to engage in a sexual act by using force against that other person or by threatening or placing that other person in fear. It also includes engaging in a sexual act with another person after knowingly rendering that person unconscious or administering to another person by force or threat of force, or without the knowledge or permission of that person, a drug, intoxicant, or other similar substance and thereby substantially impairing the ability of that other person to appraise or control sexual conduct. Sexual assault also includes knowingly engaging in a sexual act with another person if that other person is incapable of appraising the nature of the conduct or is physically incapable of declining participation in or communicating unwillingness to engage in that sexual act. Sexual assault also includes knowingly engaging in sexual contact with another person without the other person’s permission. Finally, the statute proscribes any attempts to commit any of these acts.

**Stalking:** The term “stalking” means engaging in a course of conduct directed at a specific

person that would cause a reasonable person to—(A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

### **Definitions of Reportable Clergy Crimes**

Murder and Non-negligent Manslaughter: *The willful (non-negligent) killing of one human being by another (counted as one offense per victim).*

Negligent Manslaughter: *The killing of another person through gross negligence (counted as one offense per victim).*

Rape: *The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.*

Sodomy: *Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.*

Sexual Assault with an Object: *To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.*

Fondling: *The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will, where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity.*

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

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

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

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

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

Motor Vehicle Theft: *The theft or attempted theft of a motor vehicle. Motor vehicle theft is classified as any case where an automobile is taken by a person not having lawful access, even if the vehicle is later abandoned, including joy riding.*



*Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc. (counted as one offense per distinct operation originating in the reporting jurisdiction).*

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

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

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

## **Hierarchy Rule**

When counting Clery reportable crimes, if multiple crimes occurred in the same incident, only the most serious crime is counted according to the following order:

1. Criminal Homicide
  - a. Murder and Non-negligent Manslaughter
  - b. Manslaughter by Negligence
2. Sexual Assault
  - a. Rape
  - b. Fondling
  - c. Incest
  - d. Statutory Rape
3. Robbery
4. Aggravated Assault
5. Burglary
6. Motor Vehicle Theft
7. Arson\*
8. Arrests for Liquor, Drug, or Weapons Law Violations
9. Referrals for Disciplinary Action for Liquor, Drug, or Weapons Law Violations

There are **exceptions** to using the Hierarchy Rule when counting offenses. They apply to Arson, Sexual Assaults, Hate Crimes, and VAWA Offenses.

\*Incidents involving arson are counted under the Arson category, and any additional crimes occurring in the same incident are counted according to the hierarchy rule in addition to the arson. Any injuries or deaths occurring as a direct result of arson are counted as an additional crime.

Attempted crimes are counted the same as completed crimes. However, attempted murders are

counted as aggravated assaults.

Any incident involving multiple liquor, drug, or weapons law violations is counted in only one of those categories. In these cases, arrests are counted over disciplinary actions, and it is the officer's or Marian University College Police Department's discretion whether to count the incident under the Liquor, Drug, or Weapons Law categories.

## **Hate Crime Statistics**

Crime statistics are kept for all Clery-reportable crimes as well as Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property that are found, upon investigation, to be hate crimes.

*A hate crime is defined as a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is defined as a preformed negative opinion or attitude toward a group of persons based on their race, gender identity, religion, disability, sexual orientation, ethnicity, or national origin.*

Marian University's Ancilla College had no reported hate crimes in 2021 or 2022.

<b>Marian University's Ancilla College Clery Crime Statistics</b>	<b>Year</b>	<b>On-Campus Property</b>	<b>On-Campus Student Housing Facilities (subset)</b>	<b>Non- campus Property</b>	<b>Public Property</b>
Murder/Non-negligent Manslaughter	2021	0	0	0	0
	2022	0	0	0	0
Negligent Manslaughter	2021	0	0	0	0
	2022	0	0	0	0
Rape	2021	0	0	0	0
	2022	1	1	0	0
Fondling	2021	0	0	0	0
	2022	0	0	0	0
Incest	2021	0	0	0	0
	2022	0	0	0	0
Statutory Rape	2021	0	0	0	0
	2022	0	0	0	0
Robbery	2021	0	0	0	0
	2022	0	0	0	0

<b>Marian University's Ancilla College Clery Crime Statistics</b>	Year	On-Campus Property	On-Campus Student Housing Facilities (subset)	Non- campus Property	Public Property
Aggravated Assault	2021	0	0	0	0
	2022	0	0	0	0
Burglary	2021	0	0	0	0
	2022	0	0	0	0
Motor Vehicle Theft	2021	0	0	0	0
	2022	0	0	0	0
Arson	2021	0	0	0	0
	2022	0	0	0	0
Arrests - Illegal Weapons Possession	2021	0	0	0	0
	2022	0	0	0	0
Arrests - Drug Abuse Violations	2021	0	0	0	0
	2022	0	0	0	0
Arrests - Liquor Law Violations	2021	0	0	0	0
	2022	0	0	0	0

<b>Marian University's Ancilla College Clery Crime Statistics</b>	Year	On-Campus Property	On-Campus Student Housing Facilities (subset)	Non- campus Property	Public Property
Disciplinary Actions/Judicial Referrals - Illegal Weapons Possession	2021	0	0	0	0
	2022	0	0	0	0
Disciplinary Actions/Judicial Referrals - Drug Abuse Violations	2021	1	1	0	0
	2022	15	15	0	0
Disciplinary Actions/Judicial Referrals - Liquor Law Violations	2021	1	1	0	0
	2022	6	6	0	0
Domestic Violence	2021	0	0	0	0
	2022	0	0	0	0
Dating Violence	2021	0	0	0	0
	2022	0	0	0	0
Stalking	2021	1	1	0	0
	2022	0	0	0	0

Unfounded	2021	0
	2022	0



# FIRE SAFETY REPORT

## Fire Statistics

No fires were reported at Marian University's Ancilla College on-campus student housing facilities in the reporting periods of July 2021-December 2021 and January 2022-December 2022.

## On-Campus Housing and Life Safety Systems

Marian University's Ancilla College has two on-campus residence halls (Hardesty Residence Hall and Miller Residence Hall). Both on-campus housing units, Zirkle Dining Hall, the Veterinary Nursing Building and the College Building are equipped with smoke detectors, pull box stations and fire extinguishers. Hardesty Residence Hall and Miller Residence Hall, Zirkle Dining Hall, the Vet Nursing Building are fully sprinkled; The College Building is partially sprinkled.

## Mandatory Supervised Fire Drills

- Safety and Support Services (SASS) conducts fire evacuation drills in Miller Residential Hall and Hardesty Residential Hall monthly from September through May, when those buildings are in use. The fire evacuation drills are supervised by Residential Life staff and SASS. The fire evacuation drills are conducted by activating each individual fire alarm system via a pull station in each on-campus student housing facility.
- Fire evacuation drills are also conducted monthly in Zirkle Dining Hall monthly from September through May. The fire evacuation drills are supervised by SASS.
- Fire evacuation drills are conducted in the College Building once per semester, by activating the fire alarm system via a pull station. The fire evacuation drills are supervised by SASS.
- All fire evacuation drills are conducted during daylight hours.

## Fire Training

Marian University's Ancilla College conducts training for all Residential Life staff, including the Assistant Director of Residential and Commuter Life, Area Coordinators and Resident Assistants regarding safe evacuation procedures, use and location of fire extinguishers and emergency notification procedures. In addition, faculty and staff receive annual training on safe evacuation, use and location of fire extinguishers and use of emergency notification procedures.

## Fire Safety Policies and Rules

These policies compliment the Code of Student Rights and Responsibilities and the Residence Life Contractual Terms and Conditions by clarifying and expanding on important information regarding living on campus. Understanding and complying with fire safety policies and rules is the expectation and responsibility of all students living on campus. These policies are designed for any student who resides on campus and any guests they have. Violations of these policies or policies contained in the aforementioned documents may result in disciplinary actions including sanctions, fines, contract cancellation, or removal from the university. The following link explains the policies and procedures associated with all emergencies, including fire: [Emergency Procedures \(marian.edu\)](https://www.marian.edu/emergency-procedures) . In addition, the Residential and Commuter Life Policies can be found here: [rcl-policies.pdf \(marian.edu\)](https://www.marian.edu/rcl-policies.pdf)



## **Tampering**

Tampering with fire safety equipment is a federal offense that may result in criminal charges, fines, and disciplinary action. Tampering with the smoke detectors in residential rooms or common areas is prohibited. This includes removal of the detector or battery.

## **Fire Inspections for On-campus Student Housing**

Inspections of fire safety equipment, including alarms, sprinklers and extinguishers are scheduled annually by S.A.S.S. to ensure equipment is present and working properly. Residence hall staff members conduct regular, random room checks throughout each academic year for health, safety, and maintenance inspections, including ensuring prohibited items related to fire risks are not present. In addition, a designated University official may conduct a search of the University premises if there is reason to believe University policies are being violated, premises are being used for illegal purposes, for a purpose which interferes with the normal operation of the University, or for health and safety regulations.

## **Electrical/Hazardous Items**

Students may not remove or alter electrical fixtures or hardware. The following items are prohibited in the residence halls: air conditioning units (unless supplied by Marian University's Ancilla College), appliances with exposed heating elements (e.g. hot plates, toasters, George Foreman grills), candles/incense (lit or with burnt wick), extension cords; and halogen lamps unless they are equipped with a protective screen. Also prohibited are materials which are hazardous to the health and safety of residents including, but not limited to: gasoline, kerosene, and hazardous chemicals. Containers which have been used for storing gasoline are not permitted. Christmas lights may be used for decorative purposes in student rooms. Lights are limited to the indoor style and are to be kept to a minimum. Students are instructed to exercise caution and care by not using extension cords and turning off lights upon departure of their room. Students may decorate with artificial trees only. Real trees are not permitted. Trees are also not permitted in common areas or hallways.