



**Your Right to Know**

# **Annual Security & Fire Safety Report 2023-2024**

Published September 2023

# **ANNUAL SECURITY & FIRE SAFETY REPORT**

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Hard copies are available at the Student Engagement Office, 230 Skyhawk Station, (970) 247-7519

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Fort Lewis College does not discriminate based on race, age, color, religion, national origin, gender, disability, sexual orientation, gender identity, gender expression, political beliefs, or veteran status.

# “YOUR RIGHT TO KNOW” ....

The following information is made available according to the Higher Education Amendments of 1998. The table below summarizes information available through the [Fort Lewis College website](#). Hard copies of information may be obtained from the office listed.

Websites	Contact Office	Phone/Fax
<a href="#">Accountability Programs for Programs that Prepare Teachers</a>	Title II Reports U.S. Department of Education	Phone: 1-877-684-8532
<a href="#">Accreditation &amp; Recognitions</a>	Academic Affairs Office 240 Berndt Hall	Phone: 970-247-7314 Fax: 970-247-7680
<a href="#">Athletics</a>	Athletics Aquatic Center	Phone: 970-247-6438
<a href="#">College Refund Policy</a>	Cashier's Office 140 Berndt Hall	Phone: 970-247-7380 Fax: 970-247-7284
<a href="#">Colorado Legal Services</a>	835 East 2nd Avenue, #300, Durango 81301	1-888-298-8483
<a href="#">Copyright &amp; Infringement Policies</a>	Information Technology	Phone: 970-247-7444
<a href="#">Cost of Attendance &amp; Special Course Fees</a> (Tuition/Fees, Books and Supplies, Room & Board, Transportation, and additional course costs)	Cashier's Office 140 Berndt Hall	Phone: 970-247-7380 Fax: 970-247-7284
<a href="#">Degree Programs</a>	Academic Affairs Office 240 Berndt Hall	Phone: 970-247-7314 Fax: 970-247-7680
<a href="#">Disability Services</a>	Disability Services Office 280 Noble Hall	Phone: 970-247-7459 Fax: 970-247-7689
<a href="#">Facilities &amp; Maps</a>	Facilities Scheduling College Union Building	Phone: 970-247-7502
<a href="#">Faculty</a>	Academic Affairs Office 240 Berndt Hall	Phone: 970-247-7314 FAX: 970-247-7680
<a href="#">FERPA</a>	Registrar's Office 160 Skyhawk Station	Phone: 970-247-7350 Fax: 970-247-7598
<a href="#">Graduation and Transfer-Out Rates</a> <a href="#">Retention Rates</a> <a href="#">Student Body Diversity</a>	Institutional Research Office 242 Berndt Hall	Phone: 970-247-7426
<a href="#">Study Abroad</a>	International Programs Office 107 Kroeger Hall	Phone: 970-247-7672 Fax: 970-247-7190

<a href="#"><u>Textbooks</u></a>	Fort Lewis College Bookstore Student Union Building	Phone: 970-247-7415 Fax: 970-247-7420
<a href="#"><u>Vaccination Information</u></a>	Student Health Center 170 Skyhawk Station	Phone: 970-247-7355 Fax: 970-247-7621
<a href="#"><u>Federal Voter Registration Information</u></a>		
<a href="#"><u>State Voter Registration Information</u></a>		
<a href="#"><u>La Plata County Voter Registration</u></a>		
<a href="#"><u>Transfer of Credit Policies and Articulation Agreements</u></a>	Registrar's Office 160 Skyhawk Station	Phone: 970-247-7350 Fax: 970-247-7598
<a href="#"><u>Withdrawing from Fort Lewis College</u></a>	Registrar's Office 160 Skyhawk Station	Phone: 970-247-7350 Fax: 970-247-7598
<a href="#"><u>Withdrawing and the Implications of the Return of Title IV Funds</u></a>	Office of Financial Aid 101 Skyhawk Station	Phone: 970-247-7142 Fax: 970-247-7108

# **IMPORTANT TELEPHONE NUMBERS**

<b>TO REPORT AN EMERGENCY OR CRIME IN PROGRESS:</b>	
<b>From a campus telephone or any other phone</b>	911
<b>Fort Lewis College Police Duty Phone</b>	970-749-6581
<b>Fort Lewis College Police Administration</b>	970-247-7491
<b>Police Assistance (Non-Emergency), Durango La Plata County 911 Communications Center</b>	970-385-2900
<b>CAMPUS RESOURCES</b>	
AA, NA, or Al-Anon	970-247-7212
Counseling Center	970-247-7212
Disability Services	970-247-7459
Health Center	970-247-7355
Student Housing Office	970-247-7503
Student Wellness	970-247-7508
<b>COMMUNITY RESOURCES</b>	
Alternative Horizons Crisis Hotline (Support for Victims of Domestic Violence)	970-247-9619
Durango Community Emergency Shelter	970-259-1255
Mercy Medical Center	970-247-4311
Compañeros - <a href="#">Immigrant Resource Center</a>	970-375-9406
Renew Hotline (Cortez) (Support for Victims of Domestic Violence and Sexual Assault)	970-565-2100
Rocky Mountain Poison Center	1-800-222-1222
San Juan Basin Health (Pre-Natal Clinic, HIV/AIDS Testing & Education Program, General Health, Substance Abuse Prevention)	970-247-5702
Sexual Assault Services Organization (SASO) Office	970-259-3074
Sexual Assault Services Organization (SASO) Crisis Hotline	970-247-5400
Axis Health Systems	970-259-2162
Axis Health Systems (after hrs. emergency)	970-247-5245
Southwest Safe House	970-259-5443
Victim's Assistance Program (District Attorney's Office)	970-247-8850
Women's Resource Center <a href="http://wrcdurango.org/">http://wrcdurango.org/</a>	970-247-1242

# ANNUAL SECURITY REPORT

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This is the compliance document to the Federal Student Right-to-Know and Campus Security Act of 1990 (Clery Act), the Federal Drug-free Schools and Campuses Act of 1989, and the Higher Education Amendments of 1992 and 1998. Please see the Annual Fire Safety Report in Section 2 of this Annual Security Report.

Fort Lewis College prioritizes the personal safety of its students, faculty, staff, and visitors. A campus community relies on a peaceful, safe, and secure environment. Preserving this environment is a responsibility everyone on campus must share.

Under the Federal Student Right-to-Know and Crime Awareness and Campus Security Act of 1990 (now known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act), all colleges receiving federal funds must report crime statistics. Instructions on accessing this information will be distributed annually to all faculty, staff, students, and any applicant for enrollment or employment. Please keep this report as a resource document and refer to it throughout the year.

This report is descriptive only. It is not intended to be a contract between the College and any other party. College security policies and procedures are subject to change at any time without notice. Any inquiries concerning information presented in this brochure may be directed to the Dean of the Division of Student Engagement at (970) 247-7519.

## FOR EMERGENCY ASSISTANCE:

**For emergency help from any phone, including a campus telephone: 911**

Or use one of the campus emergency phones (“the blue light phone”) located at:

- Clock Tower
- Cooper Quad, south of Cooper Hall
- Between Berndt Hall and the Theatre
- Union Visitor Lot by the College Union
- Between the Bader and Sheridan Residence Halls
- Between Lot R and the Centennial Apartments
- 8<sup>th</sup> Avenue Lot, east of Jones Hall
- Concert Hall Lot, east of the Concert Hall
- Stadium Visitor Lot, north of the football stadium
- Between the Art Lot (gymnasium) and the Stadium Visitor Lot, north of the football stadium
- Between the Center for SW Studies Lot and the Center for Southwest Studies
- Along the walkway on 8th Avenue and Fort Lewis Drive

Emergency response for fire, ambulance, or hazardous materials is the joint responsibility of the Fort Lewis College Police Department and the Durango Fire Department. The Durango Police Department may also respond.

## **TO REPORT A CRIME IN PROGRESS ON CAMPUS: Call 911.**

Community members, students, faculty, staff, and guests are encouraged to report any suspicious incident or hazardous conditions that they witness. For example, situations such as altercations, assaults, verbal arguments, vehicles blocking access, or unsafe driving should be reported. Anonymous callers wishing to report a crime in progress are encouraged to do so. Anonymous reports are included in the College's annual Clery Act crime statistics.

Furthermore, all community members, including students and employees, are encouraged to accurately and promptly report crimes and other emergencies to campus police and appropriate police agencies when the victim of a crime elects to or cannot make such a report.

Each report will be evaluated per the [Timely Warning Policy](#).

## **TO FILE A REPORT FOR A CRIME THAT HAS ALREADY OCCURRED:**

**Call Durango La Plata Emergency Communications Center at 385-2900 or Fort Lewis College Police at 749-6581 to talk with an officer on duty.** Reports can also be filed via the [Fort Lewis College Police Department](#). Persons making false crime reports are subject to campus discipline and/or legal sanctions.

**To assist with campus safety, all students, faculty, and staff must take responsibility to report any suspicious incident or hazardous conditions they witness immediately.**

Persons wishing to file a report confidentially or anonymously may do so; however, if the complainant wants to file criminal charges against another for a crime, they cannot remain anonymous or confidential. Anonymous reports are included in the annual Clery Act crime statistics. [Voluntary, confidential reports](#) can be anonymously filed online.

**FOR QUESTIONS REGARDING PARKING PERMITS, PARKING TICKETS, OR OTHER ADMINISTRATIVE POLICIES/PROCEDURES RELATED TO THE FORT LEWIS COLLEGE POLICE AND PARKING SERVICES DEPARTMENT:** Call the Fort Lewis College Police Department administrative office at 970-247-7491.

## **FORT LEWIS COLLEGE POLICE DEPARTMENT**

The Fort Lewis College Police Department, in partnership with the campus community, is responsible for public safety, campus parking enforcement, law enforcement, after-hours emergency maintenance (notification of Physical Plant Services staff), and emergency response. The Fort Lewis College Police Chief/Director and seven police officers are Commissioned Peace Officers through the State of Colorado, the City of Durango, and the La Plata County Sheriff's Department; they are Colorado POST-certified and receive the same training given to any police officer in the State of Colorado as required by the Colorado Peace Officer Standards and Training Board.

Fort Lewis College police officers enforce all Federal, State, and local laws/ordinances and official College policies and have full arrest authority and jurisdiction on the Fort Lewis College campus, including all properties owned or controlled by the institution in the geographic boundaries listed below. The

Department operates twenty-four hours per day, seven days per week, and is staffed with an administrative assistant during regular business hours, Monday through Friday.

Fort Lewis College police officers maintain excellent working relationships with other state and local law enforcement agencies and will coordinate responses to crime when appropriate. Fort Lewis College and the City of Durango have signed two Memoranda of Understanding with the City of Durango regarding jurisdiction and communication and coordination of investigations, particularly regarding sexual assault, domestic violence, dating violence, and stalking.

All off-campus and noncampus buildings and property are patrolled by the local police department or the La Plata County Sheriff's Department and not formally monitored by Fort Lewis College. Fort Lewis College does not have any noncampus locations of student organizations officially recognized by the institution.

## **GEOGRAPHIC LOCATION**

Fort Lewis College is a state-supported institution of higher education located at 1000 Rim Drive, Durango, CO 81301, on approximately 707 acres within the city of Durango and La Plata County. Fort Lewis College also manages about 6,300 acres at 18683 Highway 140, Hesperus, CO 81326-9575, ten miles west of the Durango campus. The Hesperus site is a noncampus location with facilities Fort Lewis College frequently uses for labs, classes, and internships.

For the Fall 2022 semester (August 24-December 17), Fort Lewis College controls 35-50 hotel rooms at the La Quinta Inn & Suites located at 125 Mercury Village Dr, Durango, CO 81303.

For August 2022-August 2023, Fort Lewis College controls 32 beds in apartments located at 1304 Florida Rd., Durango, CO 81301

For August 2023-August 2024, Fort Lewis College controls 92 beds in apartments located at The Gauge Apartments, 1275 Escalante Dr., Durango, CO 81303

The Fort Lewis College community contains approximately 3,400 enrolled students and 620 faculty and staff members.

## **GENERAL CRIME PREVENTION**

A campus community must do more than just react to crime; it must look for opportunities to deter crime. Various programs inform students, faculty, and staff about campus security policies and procedures, and multiple practices have been developed to aid in crime prevention and encourage responsibility. These include, but are not limited to:

- Safety tips and information on crime prevention are distributed quarterly to the student newspaper, *The Independent*, the campus radio station, KDUR, and by campus e-mail.
- Educational programs (often through cooperation with other agencies) are held at least once per semester in the residence halls and elsewhere on campus. Topics include, but are not limited to, the following: crime prevention, sexual assault awareness, personal safety, first aid, fire prevention, and alcohol and other drug abuse prevention.
- An annual email to campus informing them of Skyhawk Alert and how to get signed up to receive

emergency notifications.

- Online and in-person active shooter training informs students, staff, and faculty on responding in an active shooter situation. Training is required for all new employees.
- Sexual assault awareness information is provided on the CARE website.
- Online and in-person Bystander Intervention training is provided twice a semester, designed to increase awareness, motivation, skills, and confidence to respond to unhealthy, risky, or threatening behaviors.
- Escorts are provided based on officer availability. Call the Fort Lewis College Police Department at 970-749-6581 to arrange for assistance. Students, faculty, and staff are encouraged not to walk alone in isolated areas.
- An Identification Program is available to engrave personal property. Interested students should contact the Fort Lewis College Police Department at 970-749-6581.

The Office of Student Engagement establishes and enforces standards of conduct at Fort Lewis College. Students charged with law violations may expect to have the matter handled through the criminal justice system and the College conduct system.

## SECURITY PROCEDURES AND ACCESS TO CAMPUS BUILDINGS

Fort Lewis College police officers regularly patrol the campus by vehicle and on foot.

Campus lighting is routinely assessed for needed improvements. Night-shift campus police officers review campus lighting and report necessary repair or replacement needs to the Physical Plant. Individuals may report light outages directly to the Physical Plant by calling 970-247-7000.

Non-residential campus buildings and facilities are open to campus community members and visitors during regular business and class hours. Admission to any non-residential facility after hours is limited to authorized persons with a building key. Access hours may be extended to accommodate evening classes or special events. Computer labs have specific hours set by the Office of Information Technology. Reed Library publishes its business hours at the beginning of each term. Fort Lewis College police officers secure buildings, and parking lots and structures are periodically patrolled by officers twenty-four hours a day, seven days a week. term. Buildings are secured by Fort Lewis College police officers, and parking lots and buildings are periodically patrolled by officers twenty-four hours per day, seven days per week.

The outside doors of the residence halls automatically lock when closed, requiring a College ID for entry. The “Blackboard” system collects data on entrances. **Students are always responsible for maintaining their safety by keeping these doors closed and are encouraged to report unsafe conditions or maintenance if needed.** Student rooms are individually keyed, and the procedure for replacing a lost key includes a lock change. Student Housing staff and police officers patrol all residential facilities.

The Residence Director or other Student Housing official generally will not enter an occupant’s room/apartment unless accompanied by the occupant, the occupant’s authorized representative, or a second authorized College representative. **However, the College reserves the right to enter any occupant’s apartment/room for inspection when an authorized College official has reason to believe that the following conditions may exist, which include but are not limited to:**

- An occupant of the living unit may be physically harmed or endangered.
- Significant damage is being done to College property.
- There has been a violation of the provisions contained in the Housing Contract, the *Student Housing*

*Guide*, or subsequent written notice applicable to the operation and administration of residence halls and apartments of Fort Lewis College.

- Maintenance or repair is necessary.
- Routine maintenance checks.
- Occupancy verification checks.

The College will not search a room without the occupant's permission or a court-authorized search warrant. See the *Student Housing Guide* in the *Student Handbook* for more information concerning Student Housing policies and procedures.

Fort Lewis College incorporates environmental security design practices in the planning, building, and maintenance stages of all structures and groundskeeping. Fort Lewis College police officers on patrol will routinely file work orders with Physical Plant Services to report any problems with lighting, shrubbery, or other maintenance concerns. Fort Lewis College police officers will quarterly test emergency phone blue lights.

## REQUIRED NOTIFICATION

### Clery Act

- A brief, written summary of the *Annual Security Report*, including the exact URL and information on obtaining a hard copy, is e-mailed to all currently enrolled students and employees before October 1<sup>st</sup> of each year.
- A summary of the *Annual Security Report*, including the exact URL and information on obtaining a hard copy, is also provided to all prospective employees who contact the Fort Lewis College Student Engagement or Human Resources Office.

## Emergency Response & Evacuation Procedures Immediate Notification

In an immediate threat to the health or safety of students or employees on campus, the College Emergency Notification System will communicate what action to take as directed by the [Fort Lewis College Emergency Response Plan](#).

The methods of communication are as follows:

- E-mail to Students, Faculty, Staff, Parents, and Affiliates.
- [College Emergency Web Site](#).
- Skyhawk Alert text message alert system to those registered. To register, go to the [Skyhawk Alert Emergency Notification System Sign Up](#).
- Fort Lewis College Emergency Information Line: 1-888-433-0046 or 970-247-6334
- College radio station, KDUR, 91.9 FM or 93.9 FM
- A follow-up notification will occur when further information is available on the status of the situation and when it is safe to return. A follow up notification will occur when further information is available on the status of the situation, and when it is safe to return.

## Timely Warnings

As soon as pertinent information is available, the Fort Lewis College Police Department, in consultation with the Vice President for Finance and Administration, will evaluate the need to issue a timely warning based upon the following conditions:

1. A Clery Act crime occurring within the institution's Clery geography has been reported to campus security authorities or police, and
2. The institution considers the offense a serious or continuing threat to students and employees.

In determining whether to issue a timely warning on a case-by-case basis, the institution will consider all the facts surrounding the crime, including factors such as the crime's nature, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts.

The intent of issuing a timely warning is to enable campus community members to protect themselves and aid in preventing similar crimes. The Fort Lewis College Police Department will issue timely warnings via campus email when the proper conditions are met for case-by-case analysis.

Additional methods reasonably likely to reach the entire campus community may also be used. These methods include text messages, the FLC app, and Omniaalert.

Please see the following Timely Warning Policy for more details:

FLC Police are responsible for preparing Timely Warnings. Information about criminal incidents that are reported to or brought to the attention of the FLC Police is reviewed on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts.

While every attempt will be made to distribute the Timely Warnings as soon as possible after an incident or series of incidents is reported, the release will occur after a determination is made that the crime represents a continuing threat to students and employees and is subject to the availability of accurate facts concerning the incident. FLC Police may consult with appropriate FLC administrators to determine whether a Timely Warning should be issued based on available information to FLC Police.

Public Safety Notices will include some or all of the following information:

- A summary of the incident, including location, date, and time;
- Physical description of the suspect, if available;
- Date and time the Notice was released;
- Action taken by the FLC Police in response to the crime;
- Action recommended for community members and
- Information on crime prevention, personal safety, or other community safety resources.

Public Safety Notices are distributed by campus emails to all students and employees. Additional means of communication, such as fliers, may be used.

### **Significant Emergency or Dangerous Situation**

Upon receiving information of a significant emergency or dangerous situation, the individual receiving the information shall call 911 from a campus phone or personal cell phone. The La Plata County Central Communications Center will dispatch the Fort Lewis College Police Department and any required medical or fire personnel.

- The Fort Lewis College Police Department will investigate reports of any emergency or dangerous situation to confirm the news. Emergencies pose an immediate threat due to:
  - Natural (fire, earthquake, tornado)
  - Chemical
  - Medical
  - Safety threat
- The responding police officer(s) will investigate the situation through visual observation, follow-up with the reporting party, or coordination with/assistance by first responders or official government reporting agencies. If the officer determines the report is a significant emergency or dangerous situation, they will notify the Chief of Police or designee as soon as practical to advise them of the case. situation.
- The Chief of Police or designee will determine the appropriate segment of the campus community to notify based on the type and location of the emergency.
- Without delay, the Chief of Police and Public Affairs Officer will determine the content of the notification and withhold the victims' names as confidential. Content will be developed considering the following information: Date, time, type of emergency, location, and threat level. The Public Affairs Officer or designee will initiate the notification system by sending an email and text message through the campus emergency 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.

### **Disseminating Emergency Information to Large Community**

In the event of a significant emergency or dangerous situation occurring on the Fort Lewis College campus which could have a potential impact on the surrounding community:

- The Fort Lewis College Police Department will notify the La Plata County Communications Center of the potential impact on the surrounding community.
- Per the College's Emergency Response Plan, the Public Affairs Officer or designee will act as the College liaison with the media.

### **Testing the Emergency Response System**

The Fort Lewis College Police Department, with assistance from the Environmental Health and Safety Department, will determine the type of test to be conducted annually.

The Fort Lewis College Police Department, with assistance from the Public Affairs Officer, will notify College

Administrators and the La Plata County Central Communications before conducting the test to ensure emergency responders are aware the test is not an actual event. A debriefing will be held following the annual test to follow through on any corrections necessary.

The test shall utilize the College's emergency response along with evacuation procedures. The test will include an evacuation of at least one building on campus and a notification on the campus emergency notification system. Each test is documented, including:

- A summary
- Date and time of the test
- Description of the scenario
- The format used to disseminate the message
- Number of text messages sent
- List of personnel involved from outside agencies and campus
- Identification of the concerns/corrections
- Whether the test was announced or unannounced

The College's emergency response and evacuation procedures, in conjunction with a summary of the test, will be available in the Emergency Response Plan, which is emailed to campus annually.

### **Fire Safety Report**

- A brief, written summary of the Annual Fire Safety Report, including the exact URL and information on obtaining a hard copy, is e-mailed to all currently enrolled students and employees before October 1 of each year.
- A summary of the Annual Fire Safety Report, including the exact URL and information on obtaining a hard copy, is provided to all prospective employees who contact the Fort Lewis College Human Resources Office.
- A summary of the Annual Fire Safety Report, including the exact URL and information on obtaining a hard copy, is provided to all prospective students who contact the Fort Lewis College Admission Office.
- Section 2 of this Annual Security Report contains the Annual Fire Safety Report.

### **Missing Student Notification Procedures**

Anyone with knowledge or concern that a student has been missing for 24 hours should immediately report this information to Campus Police and a Resident Assistant (RA), Residence Director (RD), Assistant Director, or Director of Student Housing. This does not preclude a person from making a missing-student report sooner if they think it is warranted.

Upon notification of the concern, the Student Housing Staff and FLC PD will try to determine if the student is missing. Some or all of the following steps will be taken:

- Contact RAs or RDs where the student lives (if the report came from elsewhere).
- Call the student's cell phone or email or check online networking accounts (e.g., Facebook, IG, Snapchat, etc.).
- Contact roommate(s) or suitemates.
- Contact professors or other FLC community members who may have had contact.

- Contact any known friends or employers.
- Contact parents or emergency contacts on file.
- Check the last time the student used their Skycard and where.
- Key into the student's room.

If it is verified the student is missing or simply cannot be determined from the efforts above, the College will notify local law enforcement within 24 hours of the determination that the student is missing.

All campus housing residents are asked to list emergency contacts in the Personal Identification Form at check-in time. The Form includes information regarding the notification process to law enforcement and how the emergency contacts will be used in case a student is reported missing.

Every student residing in on-campus housing will be given the option of providing confidential contact information that will be used if the resident is reported missing. The contact is not required to be a parent or guardian. A student's confidential contact information will be registered confidentially and accessible only by authorized campus officials and law enforcement in the investigation process. Parents or guardians will be called if the resident is under the age of 18 years of age and not emancipated. During the residence hall application process, every student will be offered the opportunity to register a confidential missing person contact person or persons to be notified by the college if they are determined to be missing by FLC PD or local law enforcement. If the student does not wish to list a contact, they may decline.

When the Fort Lewis College Police Department receives a report of a possible missing student, the officer receiving the notice will thoroughly investigate the incident. If the student in question has been missing beyond 24 hours, a missing person's entry into NCIC / CCIC will be requested of Central Communications by the investigating officer.

- Investigating Officers will utilize the Fort Lewis College database system to obtain emergency contact information for students. As part of the investigation, the officer may choose to contact the emergency contact or parents of the missing student to aid in the investigation.
- After investigating the missing person report, should FLC PD determine that the student is missing and has been missing for more than 24 hours, FLC will notify the student's emergency contact within 24 hours after the student is determined to be missing. If the missing student is under 18 and is not an emancipated individual, FLC will notify the student's parent or legal guardian within 24 hours after FLC PD has determined that the student is missing.

### **Registered Sex Offender Information**

According to the Campus Sex Crimes Prevention Act, information concerning persons who are required by Colorado law to register as sex offenders, including registered sex offenders who are enrolled, employed, or volunteering at Fort Lewis College, may be obtained from the Fort Lewis College Police Department, 534 Berndt Hall, Fort Lewis College, 1000 Rim Drive, Durango, CO 81301, (970) 247-7491; or the Durango Police Department, 990 East 2<sup>nd</sup> Avenue, Durango, CO 81301, (970) 385-2940; or the La Plata County Sheriff's Department, 742 Turner Drive, Durango, CO 81301 (970) 247-1157; or the Colorado Department of Public Safety, [Convicted Sex Offender Site](#).

## **Riot Offense Information**

[Colorado Statute 23-5-124](#) prohibits any person convicted of a riot offense from enrolling in a state-supported institution of higher education for twelve months following the date of conviction. CRS 23-5-124 also requires that any enrolled student convicted of a riot offense be immediately suspended from the institution for twelve months from the date of conviction or the date of suspension imposed by the institution for the same riot activity.

## **Safe Haven for Newborns Information**

In 2000, the Colorado General Assembly passed Senate Bill 00-171, which allows a parent to relinquish control of a newborn baby to a hospital or a fire station within 72 hours after birth without fear of criminal prosecution if the baby is unharmed. In 2007, the Colorado legislature asked colleges to publicize this resolution to their students. Find out more about [Safe Haven](#) online.

## **NOTIFYING CAMPUS OF CRIMINAL ACTIVITY**

### **Special Alerts**

If circumstances warrant (i.e., the event constitutes an ongoing or continuing threat), the College community will be notified of a crime alert by the Fort Lewis College Police Department through electronic mail, Fort Lewis College staff, notices in residence halls, or special bulletins.

### **Crime Log**

Fort Lewis College police maintain a daily crime log open for public inspection in the Fort Lewis College Police Department administrative office during regular business hours. This log briefly describes the nature, date, time, general location, and disposition of crimes occurring on campus. The Police Department updates the register within two business days of the reported crime unless that disclosure is prohibited by law or would jeopardize the victim's confidentiality.

Under the Clery Act, the Police Department may withhold information if there is clear and convincing evidence that the release of the information would: a) Jeopardize an ongoing criminal investigation or the safety of an individual; b) Cause a suspect to flee or evade detection; or c) Result in the destruction of evidence.

Fort Lewis Police will make the crime log for the most recent 60-day period open to public inspection during regular business hours. The Police Department will also make any portion of the log older than 60 days available within two business days of a request for public inspection.

Victims or the next of kin of the victim is deceased have the right to request the general outcome of the related campus disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of any crime of violence or a non-forcible sex offense.

## **CRIME STATISTICS**

Fort Lewis College believes that a community that is well-informed about the nature of its crime is a safety-conscious public. It is to the student's advantage to know the information included in this report

and act on it. Students and staff should develop personal routines that enhance their safety and become actively involved in campus crime prevention programs. Questions may be directed to the Fort Lewis College Police Department at 970-247-7491.

In preparing the Fort Lewis College Annual Security Report, including the Crime Statistics Summary, all incidents reported to the Fort Lewis College Police Department during the immediately preceding calendar year are reviewed by the Chief of Police, the Assistant to the Dean of the Division of Student Engagement, and the Community Standards and Conduct department. Any incident reports meeting the definitions of crimes listed below are counted.

In addition, the Student Engagement Office collects information from the following College departments and Campus Security Authorities concerning all reported crimes and disciplinary referrals for alcohol, drug, and weapons law violations: Athletics Department, Auxiliary Services, Career & Life Design Center, Accessibility Resource Center, Human Resources/Equal Opportunity Office, Recreational Services, Student Activities, Student Engagement Office, Student Housing, and the campus TRIO programs.

The Counseling Center may report crimes to the Student Engagement Office voluntarily, but this is not required under the Clery Act. As a matter of policy, the professional counselors in the Counseling Center are encouraged, when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics. There are no pastoral counselors on campus.

Fort Lewis College police officers also file a report whenever crimes occurring on campus, its boundaries, or on its Hesperus site are reported to the La Plata County Sheriff's Office, and these reports are included in Fort Lewis College's crime statistics. The Student Engagement Office reviews all reports to eliminate any duplicates. Reported crimes are then categorized as required by law. These statistics are published in electronic and hard copy formats within the Annual Security Report and distributed as described in the section titled "Required Notification, Clery Act." The Annual Security Report is prepared and reviewed by the Assistant to the Dean of the Division of Student Engagement and the Community Standard and Conduct department, ensuring current policies and programs.

## **CONFIDENTIALITY**

If you are the victim of a crime and do not wish to pursue action through the grievance procedure or the Criminal Justice System, you may still want to consider making a confidential report to aid in prevention or for inclusion in the annual disclosure of crime statistics. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

If you choose to participate in a formal or informal investigation, your personally identifiable information (PII) will be kept confidential in the FLC database. If any incident records are requested, FLC will redact any PII. Data is reported on the Annual Security Report per Clery guidelines. No PII is included in the report.

## **DEFINITIONS**

The Crime Awareness and Campus Security Act of 1990 (now known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or Clery Act) and the Higher Education Amendments of 1998 require colleges and universities that receive federal funds to report those crimes

that are classified by the Federal Bureau of Investigation Uniform Crime Reports (UCR) as criminal homicide including murder, non-negligent manslaughter, and negligent manslaughter; sex offenses including rape, fondling, incest, and statutory rape; robbery; aggravated assault; burglary; motor vehicle theft; dating violence, domestic violence, stalking, and arson.

In addition, colleges must report any hate crimes (by category of prejudice) for the crime categories listed below or any other hate crime involving bodily injury, as well as for the crimes of Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism.

Colleges must also report any arrests or referrals for campus discipline for liquor law violations, drug law violations, and illegal weapons possessions.

The following are Clery Act Crimes:

**Criminal Homicide--Murder and Non-negligent Manslaughter**

The willful (non-negligent) killing of one human being by another.

**Criminal Homicide--Manslaughter by Negligence**

The killing of another person through gross negligence.

**Sex Offenses**

Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent:

- **Rape**  
The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the victim's consent.
  
- **Fondling**  
The touching of the private body parts of another person for sexual gratification without the victim's consent, including instances where the victim is incapable of giving consent because of their age or temporary or permanent mental 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 or by putting the victim in fear.

**Aggravated Assault**

An unlawful attack by one person upon another to inflict severe or aggravated bodily injury. This type of assault usually accompanies a weapon or means likely to produce death or significant physical harm. (Injury doesn't need to result from an aggravated assault when a gun, knife, or other weapon that could cause serious personal injury is used.)

**Burglary**

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

**Motor Vehicle Theft**

The theft or attempted theft of a motor vehicle. (According to the Federal Bureau of Investigation Uniform Crime Reporting practices, Fort Lewis College classifies as motor vehicle theft in all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned. This includes 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.

**Hate Crimes**

A criminal offense reported to local police agencies or a campus authority, in which the victim was intentionally selected because of the victim's actual or perceived race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability. In addition to the crimes listed above, hate crimes also pertain to larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property.

**VAWA Offenses:****• Dating Violence**

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

**• Domestic Violence**

The term "domestic violence" is defined as a felony or misdemeanor crime of violence committed:

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

**Stalking**

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.

**Arrests for Liquor Law Violations**

The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, or 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 those mentioned above. (Drunkenness and driving

under the influence are not included in this definition.)

### **Arrests for Drug Abuse Violations**

Violations of State, Federal, 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).

### **Arrests for Weapons Law Violations**

The violation of laws or ordinances dealing with weapons offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of those mentioned above.

**Disciplinary Referrals for Liquor Law Violations, Drug Law Violations, or Weapons Law Violations** The referral of any student to any campus official that initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction for any of the alcohol, drug, or weapons law violations listed above. Students may be arrested and referred for campus discipline for liquor, drugs, or weapons violations. In such instances, the action is counted only in the arrest category, not the referral category.

### **Clery Locations:**

- **On Campus**

Any building or property owned or controlled by Fort Lewis College within the same reasonably contiguous geographic area of the campus and used by the institution in direct support of or a manner related to, the institution's educational purposes, including residence halls and campus dining facilities.

- **Non-Campus Building or Property**

Any building or property owned or controlled by a student organization officially recognized by Fort Lewis College or any building or property owned or controlled by Fort Lewis College that is used in direct support of, or relation to, the institution's educational purposes is frequently used by students. It is not within the same reasonably contiguous geographic area of the campus.

Fort Lewis College has no buildings or property off campus owned or controlled by officially recognized student organizations.

- **Public Property**

Public property is all public property, including thoroughfares, streets, sidewalks, and parking facilities, within the campus or immediately adjacent to and accessible. This includes Fort Lewis Drive, sections of Rim Drive, sections of 8th Avenue, and property up to and including sections of the east side of South College Drive (Goeglein Gulch Road) and a section of North College Drive. A map outlining this area is available for review in the Fort Lewis College Police Department and the Student Engagement Office.

## 2022 Statistics

Fort Lewis College Crime Statistics Summary	All On Campus	Non-Campus	Public Property	Unfounded	Total	On-Campus Residential Only
<b>Reportable Criminal Offenses</b>						
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape	8	0	0	0	8	8
Fondling	4	0	0	0	4	4
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	1	0	0	0	1	1
Aggravated Assault	0	0	0	0	0	0
Burglary (Including Attempted Burglary)	0	0	0	0	0	0
Motor Vehicle Theft (Including Attempts)	0	0	0	0	0	0
Arson	0	0	0	0	0	0
<b>VAWA Offenses</b>						
Domestic Violence	3	0	0	0	3	3
Dating Violence	10	0	0	0	10	10
Stalking	1	0	0	0	1	0
<b>Liquor, Drug, &amp; Weapons Violations</b>						
Arrests for Liquor Law Violations	2	0	0	0	2	2
Arrests for Drug Law Violations	1	0	0	0	1	0
Arrests for Illegal Weapons Possessions	0	0	0	0	0	0
Referrals for Liquor Law Violations	142	0	0	0	142	140
Referrals for Drug Law Violations	32	0	0	0	32	21
Referrals for Illegal Weapons Possessions	0	0	0	0	0	0
<b>Bias Motivated Criminal Offenses*</b>	NOTE: There were no reported hate crimes for 2022					

\* Includes any robbery, theft, simple assault, intimidation, or destruction/damage/vandalism of property motivated by race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability.

## 2021 Statistics

Fort Lewis College Crime Statistics Summary	All On Campus	Non-Campus	Public Property	Unfounded	Total	On-Campus Residential Only
<b>Reportable Criminal Offenses</b>						
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape	4	0	0	0	4	4
Fondling	1	0	0	0	1	1
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	1	0	0	0	1	1
Aggravated Assault	1	0	0	0	1	1
Burglary (Including Attempted Burglary)	7	0	0	0	7	6
Motor Vehicle Theft (Including Attempts)	0	0	0	0	0	0
Arson	0	0	0	0	0	0
<b>VAWA Offenses</b>						
Domestic Violence	4	0	0	0	4	4
Dating Violence	2	0	0	0	2	2
Stalking	0	0	0	0	0	0
<b>Liquor, Drug, &amp; Weapons Violations</b>						
Arrests for Liquor Law Violations	7	0	0	0	7	5
Arrests for Drug Law Violations	0	0	1	0	1	0
Arrests for Illegal Weapons Possessions	0	0	0	0	0	0
Referrals for Liquor Law Violations	108	0	0	0	108	103
Referrals for Drug Law Violations	16	0	0	0	16	15
Referrals for Illegal Weapons Possessions	1	0	0	0	0	1
<b>Bias Motivated Criminal Offenses*</b>	1 count Robbery on campus, on-campus residence hall, Sexual Orientation Bias 1 count Simple Assault on campus, on-campus residence hall, Sexual Orientation Bias 1 count Burglary on campus, on-campus residence hall, Sexual Orientation Bias					

\* Includes any robbery, theft, simple assault, intimidation, or destruction/damage/vandalism of property motivated by race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability.

## 2020 Statistics

Fort Lewis College Crime Statistics Summary	All On Campus	Non-Campus	Public Property	Unfounded	Total	On-Campus Residential Only
<b>Reportable Criminal Offenses</b>						
Murder/Non-negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape	4	0	0	0	4	4
Fondling	1	0	0	0	1	1
Incest	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary (Including Attempted Burglary)	1	0	0	0	1	0
Motor Vehicle Theft (Including Attempts)	0	0	0	0	0	0
Arson	0	0	0	0	0	0
<b>VAWA Offenses</b>						
Domestic Violence	0	0	0	0	0	0
Dating Violence	2	0	0	0	2	2
Stalking	0	0	0	0	0	0
<b>Liquor, Drug, &amp; Weapons Violations</b>						
Arrests for Liquor Law Violations	5	0	0	0	5	2
Arrests for Drug Law Violations	0	0	0	0	0	0
Arrests for Illegal Weapons Possessions	1	0	0	0	1	0
Referrals for Liquor Law Violations	111	6	0	0	117	98
Referrals for Drug Law Violations	16	0	0	0	16	10
Referrals for Illegal Weapons Possessions	0	0	0	0	0	0
<b>Bias Motivated Criminal Offenses*</b>	NOTE: There were no reported hate crimes for 2020					

\* Includes any robbery, theft, simple assault, intimidation, or destruction/damage/vandalism of property motivated by race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability.

# ALCOHOL AND OTHER DRUG POLICY

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In compliance with the Drug-free Schools and Campuses Act and the Drug-free Workplace Act, this policy is intended to inform all College community members of the College's policy concerning alcohol and other drugs. This policy applies to all students, faculty, and staff.

All State of Colorado laws related to alcohol and illicit drugs shall be obeyed. Please refer to the Uniform Controlled Substances Act, Article 18, Title 18, Colorado Revised Statutes; the Uniform Beer Code, Article 46, Title 12, Colorado Revised Statutes; the Uniform Liquor Code, Article 47, Title 12, Colorado Revised Statutes; and Drug-Free Schools and Campuses, 34 Code of Federal Regulations, Part 86, Subpart B.

The abuse or unlawful use, consumption, transportation, offer for sale, manufacture, dispensing, sale, distribution, possession of alcohol, or inappropriate behavior resulting from the use of alcohol is always prohibited on the Fort Lewis College campus and at any sanctioned College activity whether on or off campus.

Further, the consumption of alcoholic beverages is always prohibited in all Fort Lewis College residence halls. This restriction applies to all residence hall occupants regardless of age. In apartment complexes, a person 21 years or older is permitted to consume alcohol in the privacy of their apartment only; however, lounges and common areas are considered public spaces, and open containers are prohibited. As specified in the *Student Housing Guide*, no beer kegs are permitted in the residence halls or on-campus apartments. Providing alcoholic beverages to individuals under 21 years of age or possession of alcohol by individuals who are under 21 years of age is prohibited on the College campus.

The use, possession, or distribution of illegal drugs or drug paraphernalia; unlawful use, possession, or distribution of controlled substances; alteration of a drug prescription; or inappropriate behavior resulting from the use of drugs or other substances is always prohibited on the Fort Lewis College campus and at any sanctioned college activity whether on or off campus. Possession or use of medical marijuana on the Fort Lewis College campus, including residential buildings, violates this policy.

Fort Lewis College Police Department has the authority to enforce and issue citations for violating the State underage drinking laws and State and Federal drug laws.

## SANCTIONS

Students who violate this Alcohol and Other Drug Policy will be subject to Student Housing policy sanctions as outlined in the Student Housing Guide or College sanctions as outlined in the Grievance Procedure. College sanctions may include substance abuse education, warning, probation, removal from College housing, suspension, or expulsion. Students violating this policy may also be subject to ineligibility for financial assistance or ineligibility for athletics.

Employees (including student employees, faculty, and staff) who are found to violate the Alcohol and Other Drug Policy may be subject to participation in a rehabilitation program or disciplinary action such as reprimand, suspension, salary reduction, demotion, or termination of employment. Any employee whose act, in violation of the Alcohol and Other Drug Policy, also results in a conviction under a criminal drug statute must report the conviction in writing to their supervisor within five days.

Alcohol and drug testing of applicants for employment and employees may be performed when positions require a commercial driver's license or the performance of safety-sensitive functions. See the appendix to the Fort Lewis College Alcohol and Drug Policy available in the Human Resources Office, 210 Berndt Hall.

Many acts that violate this policy also violate the criminal code and may be referred for prosecution. In such cases, law enforcement authorities may administer a separate penalty.

## **CAMPUS RESOURCES**

Fort Lewis College has established several services and programs to assist students and employees.

The Fort Lewis College Counseling Center offers confidential individual and group therapy to currently enrolled students. Each student can access the Counseling Center services without charge. The Counseling Center also provides referral/consultation services.

Students recovering from drug or alcohol abuse can obtain information about AA, NA, or Al-Anon meetings by contacting the Counseling Center at 970-247-7212, 260 Noble Hall, or Student Wellness at 970-247-7508, 178 Student Union.

The Fort Lewis College Student Wellness Program provides services to students designed to raise awareness of drug and alcohol issues. The program helps students understand and assess their involvement and increase their knowledge of alcohol and drugs. The Student Wellness Program assists in developing good decision-making skills and lifestyle choices. Alcohol-free/drug-free events and activities are readily available throughout the campus.

The Student Housing Office, through its staff and in conjunction with the Counseling Center, addresses the use and abuse of alcohol and drugs by resident students. The Health Center offers educational materials and literature on substance abuse. Profile Employee Assistance Program (Profile EAP) provides confidential counseling services to employees of Fort Lewis College and their immediate families for assistance with drug or alcohol problems and other personal matters (contact information below). Colorado State Employee Assistance Program (C-SEAP) is available for confidential counseling for all state employees (contact information below).

## **Available Alcohol and Other Drug Programs and Treatment Facilities:**

### **Arapahoe House Comprehensive Alcohol and Drug Addiction Services**

8801 Lipan Street  
Thornton, Colorado 80260  
(303) 657-3700

### **Axis Health System Columbine Center**

281 Sawyer Drive, Suite 100  
Durango, CO 81303  
(970) 259-2162

**Axis Health System Crossroads at Grandview**

1125 Three Springs Boulevard  
Durango, CO 81301  
(970) 403-0180

**Colorado State Employee Assistance Program**

89 Reed Library Fort Lewis College  
1000 Rim Drive  
Durango, CO 81301  
1 (800) 821-8154

**Cortez Addictions Recovery Services, Inc.** 35 North Ash Street

Cortez, Colorado 81321  
(970) 565-4109

**Profile Employee Assistance Program**

1010 Three Springs Boulevard, #248  
Durango, CO 81301  
(970) 764-3760

**Southern Ute Alcoholism Recovery Center**

296 Mouache Drive  
Ignacio, Colorado 81137  
(970) 563-4555

**SW Colorado Mental Health Center Detox Unit**

1125 Three Springs Boulevard Durango 81301  
(970) 259-8732

**LEGAL SANCTIONS FOR DRUG AND ALCOHOL OFFENSES UNDER APPLICABLE LAWS**

This section summarizes the legal sanctions that may be imposed for violations of local, State, and Federal laws controlling drugs and alcohol. Statutory references are included for those who wish to study the statute's language. This section does not describe all prohibited conduct or all applicable sanctions.

**FEDERAL**

Every conceivable act related to the possession, use, production, and distribution of controlled substances is covered by Title 21 U.S.C. (United States Code). The list of controlled substances that may be found under Title 21 U.S.C. 812 and 21 C.F.R. (Code of Federal Regulations 1300.11 through 1300.15) is updated frequently to ensure that all designer drugs are covered.

Persons convicted on Federal charges of drug trafficking within 1,000 feet of a university (21 U.S.C. 860) face penalties of prison terms and fines that are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least one year.

Secondary civil consequences may also flow from criminal drug violations. Property associated with

criminal acts (including homes or vehicles) can be confiscated by State or Federal governments.

Those convicted of felony violations may be barred from governmental employment and licensed professions such as law, medicine, and teaching.

The maximum penalty for the most severe offense is 16 years in prison and a \$750,000 fine.

## **STATE**

State criminal statutes (which may generally be found under Titles 12 and 18 of the Colorado Revised Statutes) cover the same scope of conduct. Although the sentences and fines are usually less severe than Federal laws, life sentences are possible for repeat offenders. The maximum penalty for the least severe state offense is a fine of \$100 (C.R.S. 18-18-406(1)).

State laws concerning driving under the influence of alcohol apply equally to driving under the influence of drugs.

State laws regulating the production, dispensation, possession, and use of alcohol may be found in Title 12 of the Colorado Revised Statutes. Perhaps the most significant aspect of a college campus is the prohibition of distributing alcoholic beverages to anyone under 21, a visibly intoxicated person, or a known alcoholic. They also prohibit assisting these categories of people in obtaining alcoholic beverages. Violating these laws is a misdemeanor punishable by fines of \$1,000 and jail sentences of a year. However, in some circumstances, such conduct may contribute to a minor's delinquency, a felony offense punishable by an eight-year prison sentence and a \$500,000 fine.

Criminal sanctions also apply to those who operate motor vehicles while under the influence of alcohol or drugs. Under Section 42-4-1301, Colorado Revised Statutes, the maximum penalty for such an act is two years in jail and a \$5,000 fine. If someone is injured, the action is a felony punishable by four years in prison and a \$100,000 fine. The sentence can be eight years and a \$500,000 fine if someone is killed. All such convictions also result in the revocation of driving privileges.

State law requires drivers stopped by the police for suspected violation of this law to submit to scientific tests determining the amount of alcohol in their blood. Those who refuse automatically lose their driver's license.

## **DURANGO CITY ORDINANCES**

The Code of Ordinances for the City of Durango makes it unlawful for any person in the city to carry or have any open containers of alcohol on any street, sidewalk, alley, parking lot, or other public place in the town or in any motor vehicle in the city or on the grounds of any public or private school, college or university in the city. It is also unlawful to drink alcohol in any of the places mentioned above in the city.

<b>Effects of Alcohol and Drugs in the Body</b>		
<b>Substance</b>	<b>Possible Long-term Effects</b>	<b>Dependence Potential</b>
Alcohol	Toxic psychosis, addiction, neurological and liver damage, fetal alcohol syndrome	Yes
Amphetamines uppers, speed	Loss of appetite, delusion, hallucinations, heart problems, hypertension, irritability, insomnia, toxic psychosis	Yes
Barbiturates barbs, bluebirds, blues	Severe withdrawal symptoms, possible convulsions, toxic psychosis, depression	Yes
Cocaine & cocaine freebase coke, crack	Loss of appetite, depression, weight loss, seizure, heart attack, stroke, hypertension, hallucinations, psychosis, chronic cough, nasal passage injury	Yes
Codeine	Addiction, constipation, loss of appetite, lethargy	Yes
Heroin H, junk, smack	Addiction, constipation, loss of appetite, lethargy	Yes
LSD Acid	May intensify existing psychosis panic reactions, can interfere with psychological adjustment and social functioning, insomnia, hallucinations	Possible
MDA, MMDA, MOMA, MDE ecstasy, XTC	Same as LSD, sleeplessness, nausea, confusion, increased blood pressure, sweating	Possible
Marijuana (cannabis) pot, grass, dope, weed, joints	Bronchitis, conjunctivitis, possible congenital disabilities	Yes
Mescaline (peyote cactus) mesc, peyote	May intensify existing psychosis, anxiety, incoordination, sweating, chills and shivering	Possible
Methaqualone Ludes	Coma, convulsions	Yes
Morphine M, morf	Addiction, constipation, loss of appetite	Yes
PCP crystal, tea, angel dust	Psychotic behavior, violent acts, psychosis	Yes
Psilocybin magic mushrooms, shrooms	May intensify existing psychosis	Possible
Steroids, roids, juice	Cholesterol imbalance, acne, anger management problems, masculinization of women, breast enlargement in men, premature fusion of long bones preventing the attainment of average height, atrophy of reproductive organs, impotence, reduced fertility, stroke, hypertension, congestive heart failure, liver damage	Yes

# SEXUAL MISCONDUCT

## SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING

### PREVENTION AND AWARENESS PROGRAMS

Fort Lewis College conducts comprehensive educational programming to prevent and bring awareness regarding sexual assault, domestic violence, dating violence, and stalking, as well as gender-based harassment and sexual exploitation.

During the fall semester, written notification is sent via email to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, student financial aid, visa and immigration assistance, and other services available to victims, both within the institution and in the community.

### Programming Content

Educational initiatives consist of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention programs for students, faculty, and staff that:

- Identifies sexual assault, domestic violence, dating violence, and stalking as prohibited conduct by Fort Lewis College policies and state criminal law;
- Defines what behavior constitutes sexual assault, domestic violence, dating violence, stalking, and consent according to Fort Lewis College policies and state criminal law (see definitions on page 31)
- Defines what behavior and actions constitute consent to sexual activity under Fort Lewis College policies and state criminal law;
- Provides safe and positive options for bystander intervention that an individual may carry out to prevent harm or intervene when there is a risk of sexual assault, domestic violence, dating violence, or stalking against a person other than the bystander;
- Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks; and,
- Provides an overview of the information below.

### Description of Programs

Fort Lewis College has developed an annual educational campaign consisting of presentations that include distributing educational materials to new students, participating in and presenting information and materials during new employee orientation, participating in the Faculty orientation program, and presenting educational programs throughout the year.

Specifically, Fort Lewis College offers the following for new students during mandatory orientation:

- New student orientation booklets that include bystander intervention tips and options for reporting sexual assault anonymously, confidentially, and otherwise.
- Elephant in the Room is a peer theater program that includes educational scenarios about sexual assault and date rape, followed by group discussion sessions with counselors and wellness educators.

Residential students, most of whom are new students, are offered additional information through

residential programming, which may involve collaborations with FLC Police, Durango's Sexual Assault Services Organization, FLC Student Wellness Initiatives, FLC faculty, etc. Each hall must offer this programming through live presentations/interactive events and bulletin boards.

This year, topics included but were not limited to sexual assault, consent, bystander intervention, healthy relationships, domestic and dating violence, gender-based sexual harassment, sexual exploitation, rape culture, community resources on sexual and domestic violence, reporting procedures, and self-defense. self-defense.

**The BAD ASS training** promotes safe and positive options for bystander intervention through the following steps:

1. Notice the event. Be aware of your surroundings and what is going on around you.
2. Identify the event as a problem. Check your gut; if something doesn't seem right, it probably isn't.
3. Assume Personal Responsibility. Be the person who does something. If not you, then who?
4. Know How to Help. Know how & when to help. Step in earlier rather than later. Get help from others when appropriate. Know your options.
5. Take Action! \*DIRECT: Address the issue head-on. Speak up, step in...when it's safe to do so. \*DISTRACT: Causing a simple distraction may diffuse the situation. \*DELEGATE: It's okay to find someone else to intervene. Maybe it's making an anonymous report online, talking to an RA about your concerns, calling the police, or alerting the bartender/party host about a potentially dangerous situation.

Fort Lewis College requires all new employees to complete discrimination and harassment training. All responsible employees (all faculty and most staff, including student staff such as RA's and Orientation Leaders) were required to complete training about duties upon receipt of a report of sexual assault. This training includes information about supporting and understanding the specific experience of sexual assault victims.

Additional presentations about sexual assault and other sexual misconduct were offered in classrooms and through co-curricular forums, such as the Gender and Sexuality Resource Center.

Bystander Intervention training is offered annually to all staff and faculty online.

### **Ongoing Community Health Programs for Students, Staff, and Faculty**

- Active Bystander Education (Bystander Intervention) #Icanstoprape poster campaign
- Toilet Talk flyer campaign, including features on sexual assault and domestic violence
- Paint Your Pinky Nail Purple Domestic Violence Campaign
- It's On Us Pledge Campaign (students pledge to act against sexual assault); (Students only)
- The Clothesline Project (campus public art project to bring awareness to sexual violence)
- Comprehensive online sexual violence prevention program for all students (Students only)
- The annual Light Up the Night Glow Run all-campus program collaborates with Student Housing, SASO, etc., to prevent sexual assault. etc. to prevent sexual assault.
- Consent Event, an all-campus program to educate students about FLC consent policy and how to report sexual assault and harassment.
- Screening of The Hunting Ground, followed by a panel discussion.

- Various campus talks on topics including violence against Native American women and campus sexual assault.
- Safe Spring Break Fanny Pack Sale. (Students only)
- Bulletin boards in residence halls to raise awareness on risk reduction- “Buddy System,” “Protect Your Drink,” “Step It up.”

# SEXUAL MISCONDUCT POLICY

*The Student Right-to-Know and Campus Security Act of 1990 (Clery Act), the Higher Education Amendments of 1992 and 1998, the Violent Crime Control and Law Enforcement Act of 1994 (Violence Against Women Act), Title IX and the Campus SaVE Act of 2013 require colleges and universities to provide information concerning programs to prevent sexual assault, domestic violence, dating violence and stalking; and the procedures they follow if an incident of sexual assault, domestic violence, dating violence and stalking has been reported.*

## STATEMENT OF POLICY

**This policy prohibits sexual harassment, including rape, fondling, dating and domestic violence, stalking, and unwelcome conduct based on sex, requires supportive measures in response to reports, and provides both informal and formal procedures for resolving sexual harassment complaints.**

For this policy, the terms Respondent, Complainant, Party, Individual, or Person may refer to students, staff, or faculty.

Fort Lewis College does not discriminate based on sex in the education programs and activities that it operates, and Fort Lewis College is prohibited from such discrimination according to Title IX of the Education Amendments of 1972 (20 U.S.C. §§ 1681-88) and implementing regulations (34 C.F.R. Part 106). This prohibition extends to admissions and employment. Inquiries regarding applying Title IX and implementing regulations may be referred to the Title IX Coordinator, the U.S. Department of Education Assistant Secretary, or both.

Fort Lewis College prohibits Sexual Harassment (see Definitions section for details.)

This Policy is not intended to, nor does it, create a contract between Fort Lewis College and community members. Misconduct not meeting this policy's definition or jurisdiction requirements may be resolved under other Fort Lewis College Policies.

The College is responsible for responding appropriately to sexual harassment to provide equal access to its educational programs, regardless of gender.

## Title IX Coordinator:

Kate Suazo  
230 Skyhawk Station  
Fort Lewis College  
Phone: (970)-247-7241  
Email: [TellSomeone@fortlewis.edu](mailto:TellSomeone@fortlewis.edu)

## The Office of Civil Rights:

Denver Office, Office for Civil Rights  
U.S. Department of Education  
Cesar E. Chavez Memorial Building  
1244 Speer Boulevard, Suite 310  
Denver, CO 80204-3582 Telephone: 303-844-5695  
FAX: 303-844-4303; TDD: 800-877-8339  
Email: [OCR.Denver@ed.gov](mailto:OCR.Denver@ed.gov)

## DEFINITIONS AND PROHIBITED BEHAVIOR

**The following definitions have been written with guidance from Colorado Revised Statutes, except for Dating Violence, which is not recognized as a chargeable offense in Colorado.**

**Sexual Harassment:** Conduct based on sex that satisfies one or more of the following:

- An employee of Fort Lewis College conditioning the provision of aid, benefit, or service of Fort Lewis College on an individual's participation in unwelcome sexual conduct;
- Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the Institution's Education Program or Activity or
- Sexual assault as defined in 20 U.S.C. §

1092(f)(6)(A)(v), dating violence as defined in 34 U.S.C. § 12291(a)(1), domestic violence as defined in 34 U.S.C. § 12291(a)(8), or stalking as defined in 34 U.S.C. 12291(a)(30).

### Sexual Assault:

- **Rape** is penetration, no matter how slight, of the vagina or anus with any body part or object or oral penetration by a sex organ of another person without the victim's consent.
- **Fondling**, which is the touching of the private body parts of another person for sexual gratification without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.
- **Incest**, which is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape**, which is sexual intercourse with a person who is under the statutory age of consent.
- **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.
- **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 Colorado or applicable jurisdiction, 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.

- **Stalking** means engaging in a course of conduct directed at a specific person that would cause a reasonable person to— A) fear for their safety or the safety of others or (B) suffer substantial emotional distress.
- Attempts to engage in any act prohibited by this policy are also a violation of this policy

**Consent:** Affirmative, knowing, and voluntary words or actions that create a mutually understandable and explicit agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that they have the affirmative consent of the other or others to engage in the sexual activity. Silence, lack of protest, or resistance, by themselves, cannot be interpreted as consent. Consent must be ongoing throughout a sexual activity and can be revoked. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, by itself, cannot be interpreted as consent. Consent is not effectively given if force, threats, intimidation, or coercion were involved or if a person is incapable of giving consent due to the use of drugs or alcohol or due to intellectual or other disability.

**Formal Complaint:** A document filed by a Complainant or signed by the Title IX Coordinator alleging Sexual Harassment against a Respondent and requesting that Fort Lewis College investigate the allegation of Sexual Harassment.

**Complainant:** An individual who is alleged to be the victim of conduct that could constitute Sexual Harassment.

**Parties:** Complainant or respondent.

- Allegations of Retaliation may be investigated and adjudicated under the Fort Lewis College Grievance Procedure.

**Protection Order:** Any order that prohibits the Restrained Person from contacting, harassing, injuring, intimidating, molesting, threatening, touching, stalking, sexually assaulting, or abusing any Protected Person, or from entering or remaining on premises, or from coming within a specified distance of a Protected Person or premises, or from taking, transferring, concealing, harming, disposing of, or threatening harm to an animal owned, possessed, leased, kept, or held by a Protected Person, or any other provision to protect the Protected Person from imminent danger to life or health.

Victims may apply for a [civil restraining order](#) through local law enforcement. The Coordinator may refer the Complainant for assistance in applying for a civil restraining order. In addition, Fort Lewis College complies with Colorado law in recognizing court protection orders. Individuals who wish to may provide a copy of such an order to the Fort Lewis College Police or the Coordinator. Violation of the protection order will be investigated through the campus grievance procedure.

**Respondent:** An individual who has been reported to be the perpetrator of conduct that could constitute Sexual Harassment.

### Retaliation

- Retaliation is prohibited.
- A report of alleged Retaliation may be made to the Title IX Coordinator in person, by mail, by telephone, or by electronic mail. The Title IX Coordinator is Kate Suazo. She may be contacted at 230 Skyhawk Station, (970) 247-7241, or [tellsomeone@fortlewis.edu](mailto:tellsomeone@fortlewis.edu).
- Any Mandatory Reporter who receives a report of alleged Retaliation must promptly report the alleged Retaliation to the Title IX Coordinator.

### AMNESTY

The College's primary concern is safety. The use of drugs or alcohol never makes the victim at fault for sexual misconduct. Complainants and witnesses will receive amnesty for drug or alcohol use in the same incident where sexual misconduct is alleged. In addition, a respondent's voluntary use of drugs or alcohol will never function as a defense to a violation of this policy.

### PRIVACY AND CONFIDENTIALITY

Fort Lewis College 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 Fort Lewis College to provide the Supportive Measures.

Any party or the informal resolution facilitator in an informal resolution shall not voluntarily disclose any information concerning any informal resolution communication or any communication provided in confidence to the informal resolution facilitator unless and to the extent that:

- All parties to the proceeding and the facilitator consent in writing or
- The informal resolution communication reveals the intent to commit a felony, inflict bodily harm, or threaten the safety of a child under the age of eighteen years or
- The informal resolution communication is required by statute to be made public or
- Disclosure of the informal resolution communication is necessary and relevant to an action alleging willful or wanton misconduct of the facilitator.

Publicly available records are made available to campus via the Crime Log, which lists the nature of the crime, the date of the crime reported, the date & time the crime occurred, a general location, and a disposition of the crime if known. All personally identifiable information is absent from the report, and the campus is not alerted when the “Daily Crime & Fire Log” is updated — it is only available at the Fort Lewis College Police Department, located at 321 Fort Lewis Drive. The most recent 60-day period is open to the public, free of charge, during regular business hours.

## REPORTING

- At any time, any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of sex discrimination), in person, by mail, by telephone, or by electronic mail to the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person’s verbal or written report, including:
  - Filing a report online at [www.fortlewis.edu/TellSomeone](http://www.fortlewis.edu/TellSomeone);
  - Coming to the Title IX office during office hours at 230 Skyhawk Station;
  - E-mailing [tellsomeone@fortlewis.edu](mailto:tellsomeone@fortlewis.edu);
  - Calling the Title IX office at 970-247-7241.
  - Talking to a Campus Security Authority
- Any Mandatory Reporter or Campus Security Authority who receives an allegation of Sexual Harassment must promptly provide the report of Sexual Harassment to the Title IX Coordinator. They will provide a written explanation of their rights and responsibilities, reporting options, procedures for disciplinary action, and available services, including information on protection orders,

requesting changes in academic, living, transportation, working situations, or other supportive measures detailed below.

- Upon receiving a report of alleged Sexual Harassment, the Title IX Coordinator or campus security authority will promptly:
  - Inform the Complainant of the method for filing a Formal Complaint.
  - Inform the Complainant of the availability of Supportive Measures with or without the filing of a formal complaint.
  - Provide to Complainant, Respondent, or both a written explanation of their rights and responsibilities, reporting options, procedures for disciplinary action, and available services, including information on protection orders, requesting changes in academic, living, transportation, working situations, or other supportive measures detailed below.
- Individuals who report a crime of Title IX Sexual Harassment will be given the option to notify proper law enforcement authorities, including on-campus and local police, or be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses. Victims may decline to notify authorities.

## SUPPORTIVE AND INTERIM MEASURES

- The Title IX Coordinator will ensure that Supportive Measures are offered to the Complainant and the Respondent as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent. Supportive Measures may be offered before or after filing a Formal Complaint or where no Formal Complaint has been filed. Individuals can request the implementation of a supportive measure

through a phone call, in-person meeting, or email with the Title IX Coordinator.

- The purpose of Supportive Measures is to restore or preserve equal access to the Institution's Education Program or Activity without unreasonably burdening the other Party. Supportive Measures include measures designed to protect the safety of all Parties or the Institution's educational environment, as well as measures designed to deter sexual harassment.
- Any interim supportive measure may be made permanent with the consent of the affected party.
- Individuals who wish to have a support person present during a report may do so. They may also be present at any informal or formal resolution stage other than during a hearing. That person may not speak at any proceeding and must maintain the confidentiality of proceedings. The College is not responsible for providing support; parties are responsible for choosing a support person available for scheduled events related to the proceedings.
- Individuals who require reasonable accommodation for a disability may request such accommodations at any point after a report is made.
- Supportive Measures do not include disciplinary sanctions. The Formal Resolution Process, as detailed in Section 8 below, must be completed before disciplinary sanctions may be imposed on a Respondent.
- Fort Lewis College 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 Fort Lewis College to provide the Supportive Measures.
- The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures, though various

individuals and offices may implement measures. Where supportive measures are implemented by confidential resources such as the Counseling Center or the Health Center, the Coordinator will rely on the professionalism of those offices to properly execute the measures requested.

- Supportive Measures may include, but are not limited to:
  - a. Counseling
  - b. Extensions of deadlines or other course-related adjustments
  - c. Campus escort services
  - d. Increased security and monitoring of certain areas of the campus
  - e. Exploration and utilization of academic support services on campus.
  - f. Interim and/or mutual restrictions on contact between the Parties.
  - g. Interim and/or mutual changes in work or housing locations.
  - h. Interim and/or mutual modifications of work or class schedules.
  - i. Interim and/or mutual limitations on hours for using campus services.
  - j. Interim and/or mutual restriction from campus facilities, events, co-curricular activities, athletics, or residential building(s).
  - k. Other similar measures
- Fort Lewis College may remove individuals from its grounds, Education Program, or Activity on an emergency basis as follows:
  - a. A Student Respondent may be removed from a College Education Program or Activity on an emergency basis under the Fort Lewis College Interim Suspension Policy, wherein the College
    - i. Undertakes an individualized safety and risk analysis;
    - ii. Determines that an immediate threat to the physical health or safety of

any student or other individual arising from the allegations of Sexual Harassment justifies removal and

- iii. Provides the Respondent with notice and an opportunity to challenge the decision immediately following the removal,
- Employees may be suspended on an interim basis per the terms of the employee's employment, including relevant handbooks ([Faculty or Administrative Employee handbooks](#)) or State of Colorado rules regarding Classified Employees.
  - An individual who is not a student or an employee may be restricted from campus grounds or activities on an emergency basis or permanently per the [Persona Non-Grata policy](#).
  - Individuals may further be restricted from campus or portions of campus under the terms of a lawful restraining order.
  - Complainants need not report incidents to the College or law enforcement to receive support from the College. Complainants may request interim measures even if they choose not to make a formal complaint by contacting the Coordinator.

## COMPLAINT RESOLUTION

### Fair and Equitable Process

No individual designated as a Title IX Coordinator, Investigator, Decisionmaker, Appeal Decisionmaker, or the person assigned to facilitate an informal resolution process may have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent. Throughout the procedures, Fort Lewis College will objectively evaluate all relevant evidence, including both

inculpatory (incriminating) and exculpatory (exonerating) evidence.

Fort Lewis College sexual misconduct investigators receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. Investigator training, led by the Title IX Coordinator, covers relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, basic procedural rules for conducting a proceeding, and avoiding actual and perceived conflicts of interest.

Fort Lewis College will not make credibility determinations based on a person's status as a Complainant, Respondent, or witness.

A Respondent is presumed not responsible for alleged conduct until a determination regarding responsibility is made after the Formal Resolution Process described below.

The processes described herein are subject to the reasonably prompt, fair, and impartial timeframes. These timeframes may be extended for good cause upon written notice to the Parties setting forth the reason for such extension. Good cause may include considerations such as the absence of a Party, a Party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

The Title IX Coordinator will determine whether to use the Supplemental Sexual Misconduct proceeding or the Title IX Sexual Harassment proceeding when a report of dating violence, domestic violence, sexual assault, or stalking is filed.

## Informal Resolution Process

The informal resolution process applies to all Fort Lewis College students, staff, and faculty. Allegations against a Respondent may be resolved through an informal resolution process. The informal resolution process does not involve a full investigation and adjudication. Processes and outcomes may be tailored to the needs of the parties. The process does not need to involve face-to-face meetings. Outcomes can include the supportive measures described on page 34. Outcomes can also involve (by agreement) remedies or sanctions described on pages 42-43.

The Title IX Coordinator may offer the informal resolution process to the Parties after a formal complaint is filed and only if all Parties voluntarily consent, in writing, to the informal resolution process. At any time before agreeing to a resolution, any Party has the right to withdraw from the informal resolution process and resume the formal resolution process. Examples of informal resolution processes that may be used include but are not limited to mediation, facilitated dialogue, conflict coaching, and restorative justice. The Title IX Coordinator will determine the appropriate informal resolution process and notify the parties in writing.

The informal resolution process is not available to resolve allegations of Sexual Harassment in which the Complainant is a student of Fort Lewis College, and the Respondent is an employee of the Institution.

Fort Lewis College will make a good faith effort to complete the informal resolution process within an average of sixty to ninety days without jeopardizing the rights of a Party.

## Notice of Availability of Informal Resolution Process

The Title IX Coordinator will issue written notice to the parties disclosing:

- The allegations;
- The requirements of the informal resolution process, including the circumstances under which it precludes the Parties from resuming a Formal Complaint arising from the same allegations;
- Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
- Either Party may withdraw from the informal resolution process and resume the formal grievance process before agreeing to a resolution.

An Informal Resolution Agreement is a written agreement that confirms an agreement to resolve the allegations against the Respondent and records the outcome of that agreement.

After the Parties have agreed to a resolution the Title IX Coordinator accepts, neither Party may appeal the resolution.

## Formal Resolution Process

A Complainant may file a Formal Complaint at [www.fortlewis.edu/title9complaint](http://www.fortlewis.edu/title9complaint) or by the Title IX Coordinator.

## Dismissal

The Title IX Coordinator will dismiss a Formal Complaint under this policy, and no investigation will be conducted under this policy if:

- The conduct alleged in the Formal Complaint would not constitute Sexual Harassment even if proven or
- The conduct alleged in the Formal Complaint did not occur within the Jurisdiction/Applicability of the policy, as described in Section 3 above.
- The Complainant notifies the Title IX Coordinator in writing that the Complainant

would like to withdraw the Formal Complaint or any allegations therein.

- The Respondent is no longer enrolled or employed by the Institution.
- Specific circumstances prevent Fort Lewis College from gathering sufficient evidence to determine the formal complaint or allegations therein.

The dismissal of a Formal Complaint under Section 8.2.1 of this Policy does not preclude Fort Lewis College from investigating or acting under other applicable policies regarding conduct that is not subject to this Policy. Such policies may include but are not limited to the Student Conduct Policy, the Faculty Handbook, and the Administrative Professional Handbook. Upon dismissal of the Formal Complaint or any allegations therein, the Title IX Coordinator will promptly send written notice of the dismissal and the reasons therefor simultaneously to the Parties.

### **Timeframe for Conclusion**

Fort Lewis College will make a good faith effort to complete the formal resolution process, including the hearing but excluding appeals, within an average of sixty to ninety days without jeopardizing the rights of a Party. Parties who desire an update on the progress of an investigation may notify the Title IX Coordinator at [tellsomeone@fortlewis.edu](mailto:tellsomeone@fortlewis.edu).

The College may, within its discretion, place a hold on a student account while any investigation or proceeding conducted under this policy is pending.

### **Written Notice**

Upon receipt of a Formal Complaint, the Title IX Coordinator will issue written notice of allegations to the Respondent and Complainant, if known. The written notice will be provided to each Party with three days (unless waived by a party) to prepare a response before any initial interview. The statement of allegations will include the following:

- Notice of this policy and the processes within this policy, including the informal resolution process described in Section 7 above.
- The identities of the Parties involved, if known.
- The conduct allegedly constitutes sexual harassment.
- The date and location of the incident, if known.
- A statement that the Respondent is presumed not responsible for the alleged conduct.
- A statement that a determination regarding responsibility is made after the formal resolution process.
- A statement that Parties may have an advisor of their choice, who may be, but is not required to be, an attorney.
- A statement that Parties may inspect and review evidence.
- A statement under the Student Conduct Policy and any similar provisions in employee handbooks or Fort Lewis College policy, knowingly making false statements or submitting incorrect information during this process is prohibited. If, during an investigation, Fort Lewis College decides to investigate additional allegations about the Complainant or Respondent relating to the same facts or circumstances but not included in the earlier written notice, Fort Lewis College will provide notice of the additional allegations to the Parties whose identities are known.

### **Advisor**

Each Party has the right to have an advisor of their choice, but Parties are not required to have one. A party is responsible for selecting an advisor whose schedule permits attendance at scheduled interviews. Parties must either find a free advisor or pay for the advisor, except for purposes of witness examination. The advisor may be, but need

not be, an attorney. If the advisor is an attorney, the party must notify the Title IX Coordinator 24 hours before the interview or hearing.

The advisor may be present at any proceedings in the formal resolution process. If a Party wishes to have an advisor present at a proceeding, Fort Lewis College will work within reason to schedule the proceeding so the advisor may attend without unreasonably delaying the progress of the formal resolution process. A Party's advisor may not speak on behalf of the Party.

### **Investigation**

Fort Lewis College will investigate the allegations in a Formal Complaint, which a Fort Lewis College-selected investigator will conduct.

The Institution, and not the Complainant or the Respondent, has the burden of proof and the burden of gathering evidence sufficient to determine responsibility.

Fort Lewis College cannot access, consider, disclose, or otherwise use a Party's records that are made or maintained by a health care professional acting in their professional capacity and which are made or maintained in connection with the provision of treatment to the Party unless Fort Lewis College obtains that Party's voluntary written consent to do so for the resolution process.

During the investigation, until the Investigation Report is issued, each Party can present witnesses and evidence to the Investigator. Witnesses will be interviewed without parties present. Parties may not attempt to influence the statements of witnesses or other parties. Witnesses are voluntary and may not be coerced into participating. Witnesses and evidence offered after the Investigation Report is issued will be included as a supplement to the Report if they were not previously available and are relevant.

The Investigator will provide written notice of the date, time, location, participants, and purpose of any investigative interview or other meeting to any Party whose participation is invited or expected no less than three days in advance (unless waived).

Before completion of the investigation report, the Title IX Coordinator will send to each Party and each Party's advisor, if any, all evidence obtained as part of the investigation, whether or not Fort Lewis College intends to rely on such evidence in reaching a determination regarding responsibility, that is directly related to the allegations raised in the Formal Complaint.

Each Party may submit a written response, which the Investigator will consider before the conclusion of the investigation and completion of the investigative report. The written response, if any, must be submitted to the Title IX Coordinator by the Investigator within ten days after the Title IX Coordinator sends the evidence to the Party unless the deadline is extended for good cause. These written responses will be shared with the parties as well. Parties who have responded in full before the elapse of 10 days may waive the remainder of the 10 days permitted for response. They can do this by notifying the Title IX Coordinator at [tellsomeone@fortlewis.edu](mailto:tellsomeone@fortlewis.edu) that their response is complete and they waive the remaining days.

The Investigator will create an investigative report that fairly summarizes relevant evidence. The Investigator must conduct an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence. The investigation report shall not include a finding as to responsibility. At least ten days before the scheduled hearing, the Title IX Coordinator will send the investigative report to each Party and each Party's advisor, if any. Each Party may submit a written response within five days. Title IX Coordinator will submit responses to the Hearing Panel for consideration at the hearing. The response deadline may be extended for good cause.

## Hearing

A hearing panel serves as the decision-makers at the hearing. The hearing will be held by a committee (one or more individuals) selected by Fort Lewis College. The Decisionmaker will conduct a live hearing. Before the hearing, the Decisionmaker will review the investigative report and the written responses provided by the Parties, if any. The hearing will occur virtually, allowing the participants to simultaneously see and hear the party or witness answering questions. If both parties and the College agree, the hearing may occur in person.

Hearings will be recorded, at least by audio. Recordings or a transcript of the recording will be available to the Parties for inspection and review.

## Standard of Evidence

The determination of responsibility will be made by the Decisionmaker using the preponderance of the evidence standard. (i.e., the information gathered demonstrates that it is “more likely than not” that the misconduct occurred).

## Relevant Evidence Considered

In deciding responsibility or sanctions, the Decisionmaker may only consider relevant evidence. Relevant evidence is evidence having any tendency to make the existence of any fact that is of consequence to the determinations to be made more probable or less probable than it would be without the evidence. The Decisionmaker will not consider:

- Evidence about the Complainant’s sexual predisposition or prior sexual behavior, except that the Decisionmaker may consider:
  - a. Evidence about the Complainant’s previous sexual behavior, when offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant or
- b. Evidence concerning specific incidents of the Complainant’s prior sexual behavior concerning the Respondent when offered to prove consent.
- Any statement of a Party or witness, if the Party or witness does not submit to cross-examination at the hearing, in reaching a determination regarding responsibility.
  - a. The Decisionmaker will not draw an inference about the determination regarding responsibility based solely on a Party’s or witness’s absence from the hearing or refusal to answer cross-examination or other questions.
- Information protected under a legally recognized privilege unless the person holding such privilege has waived the privilege.

The Decisionmaker must conduct an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence. Credibility determinations may not be based on a person’s status as a Complainant, Respondent, or witness.

## Witness Examination

Neither parties nor advisors make opening or closing statements. The Decisionmaker may ask questions on direct examination, cross-examination, and redirect. The Decisionmaker will allow each Party’s advisor to cross-examine witnesses and to redirect their party or witnesses after cross-examination. Parties may speak only in response to questions from the decision maker or in response to cross-examination or redirect questions.

Cross-examination and redirect questions may not be asked by either Party. Cross-examination and redirect may only be conducted by one advisor acting on a Party’s behalf or by the Decisionmaker.

Advisors may cross-examine opposing parties and witnesses. Those questions must be limited to matters raised in the final investigation report or direct questions by the Decisionmaker.

Redirect: Immediately after an individual has been cross-examined, that individual's advisor or the Decisionmaker may ask questions of the same individual to clarify matters covered in the cross-examination.

Advisors who wish to ask cross-examination questions should submit them to the decision maker if possible so that relevant questions may be resolved. Non-attorney advisors who will conduct cross-examination must complete the Fort Lewis College training to perform cross-examination. Any advisor must sign a commitment to the FLC Advisor Rules of Decorum.

Suppose a Party wishes to ask cross-examination questions of a Party or witness and does not have an advisor. In that case, Fort Lewis College will select and provide an advisor to the Party, free of charge, for the limited purpose of conducting cross-examination. Only relevant questions may be asked of a Party or witness, and they are only relevant the first time they are asked. Cross-examination questions are not relevant if they were answered on direct examination. Before a Party or witness answers a question, the Decisionmaker will determine whether the question is relevant and explain any decision to exclude a question as irrelevant.

### **Written Determination**

After considering the investigative report, including any Party's written response to the investigative report and all relevant evidence presented at the hearing, and after considering party statements regarding sanctioning, the Decisionmaker will issue a written determination. The Title IX Coordinator will provide the written determination simultaneously to the Parties.

The written determination will include the following:

- Identification of the allegations potentially constituting Sexual Harassment;
- A description of the procedural steps from the receipt of the Formal Complaint through the determination, including any notifications to the Parties, interviews, site visits, methods used to gather other evidence, and hearings held;
- Findings of fact supporting the determination;
- Conclusions regarding the application of [applicable policy] to the facts;
- A statement of and rationale for the result of each allegation, including:
  - A determination regarding responsibility;
  - Any disciplinary sanctions imposed on the Respondent (may be provided separately after any sanctioning proceeding);
  - Whether remedies will be provided to the Complainant;
  - Procedures and permissible bases for the Parties to appeal.

Unless an appeal is filed, the written determination becomes final three days after it is sent to the Parties.

If an employee respondent is found not to be responsible for violating the policy, the investigation report or the hearing panel may, if applicable, include a determination that the employee respondent engaged in conduct that was inappropriate or unprofessional. The matter will be referred to Human Resources to determine an appropriate action or response in such cases.

### **Appeal**

Either Party may appeal:

- Dismissal of a Formal Complaint or any allegations therein; or

- A determination regarding responsibility.
- No other issue may be appealed.

A Party may only appeal on one or more of the following bases:

- Procedural irregularity that affected the outcome of the matter;
- New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made could affect the outcome of the matter;
  - a. This basis for appeal is not satisfied simply because the evidence was not presented during the proceedings if the evidence was reasonably available at the time the determination was made.
- The Title IX Coordinator, Investigator, or Decisionmaker had a conflict of interest or bias for or against Complainants or Respondents generally, or the individual Complainant or Respondent, that affected the outcome of the matter.

Parties who wish to file an appeal must notify the Title IX Coordinator in writing at [tellsomeone@fortlewis.edu](mailto:tellsomeone@fortlewis.edu) no later than three days after the conclusion of a case. A case concludes with either the notice of dismissal, written determination with a finding of “Not Responsible,” or issuance of any disciplinary sanction sent to the Party.

The appeal decision maker is the Dean of the Division of Student Engagement (or designee) for students; The President (or designee) for faculty; The Appointing Authority or designee for classified staff.

The written appeal must specifically state the issues being appealed and the basis for the appeal.

Fort Lewis College will make a good-faith effort to complete the appeal within seven days. The

timeframe for completion of the appeal may be extended for good cause. If the timetable for completion of the appeal is extended, the Title IX Coordinator will notify both Parties in writing of the delay or extension and the reasons for the delay or extension.

After receiving a timely written appeal, the Title IX Coordinator will notify the Parties in writing that the appeal was filed and the process for submitting a written statement supporting or challenging the issues being appealed.

The appeal, including any written statements submitted by the Parties, will be considered by the Appeal Decisionmaker. The Appeal Decisionmaker may also consider the investigative report, including any Party’s written response to the investigative report, all relevant evidence presented at the hearing, and the recording. Information provided exclusively for sanctioning is irrelevant to an appeal unless the sanctioning outcome or process is being appealed.

The appeal decision maker will issue a written determination of appeal, which will describe the result of the appeal, including any changes to the result and the rationale for the outcome. The Title IX Coordinator will simultaneously provide the written determination of appeal to the Parties. The result of the appeal is final.

## REMEDIES/SANCTIONS

The Decisionmaker decides sanctions in consultation with the Title IX Coordinator and is only implemented where the Respondent is found responsible. If the Respondent has a Constitutional due process right to a separate administrative procedure under the law, sanctions are not imposed until the completion of that process or waiver thereof. Sanctions are not stayed for a criminal proceeding to resolve, however.

Remedies are designed to restore or preserve equal access to the Institution’s Education Program

or Activity. Remedies may be disciplinary or punitive and need not avoid burdening the Respondent. The Title IX Coordinator is responsible for the effective implementation of remedies.

## Procedure

When the Decisionmaker notifies the Coordinator that a finding of responsibility has been reached, the Title IX Coordinator will invite parties to provide input about the sanction.

The Decisionmaker may elect to have a separate remote sanctioning hearing, particularly in cases where termination, suspension, or expulsion was a possible sanction, no later than one week after the close of the hearing that resulted in a finding of responsibility. Parties will be notified in writing of any determination of responsibility and the date, time, and manner of any sanctioning hearing. Both parties may make a statement up to 15 minutes in length at such a sanctioning hearing.

Because statements regarding sanctioning are submitted after a determination of responsibility has been made, they are not evidence. The complainant's written or remote hearing statement will not be shown to the respondent unless the complainant requests otherwise. The complainant, however, may see and hear the respondent's statement or review it after it is made.

If a Respondent is found responsible for Sexual Harassment under this Policy, potential remedies or sanctions include but are not limited to the imposition of the following measures, potentially permanently:

## Remedies

- Extensions of deadlines or other course-related adjustments
- Campus escort services
- Increased security and monitoring of certain areas of the campus

- Exploration and utilization of academic support services on campus.
- Restriction from enrollment in courses with the complainant.
- Counseling
- Changes in housing assignment location.
- Change in class schedules.
- Limitations on hours for using campus services.
- Restriction from campus facilities, events, co-curricular activities, athletics, or residential building(s).
- Restriction from leadership role and campus employment.
- Restriction from enrollment in classes with a victim.
- Change in work schedule.
- Change in work location.

## Sanctions

- Permanent no-contact directive(s), including unilateral.
- Referrals for behavioral assessments from the Counseling Center or community-based resources required compliance with those assessments' results.
- Housing assignment change or housing removal.
- Restriction on housing use, including but not limited to hosting guests.
- Payment of restitution.
- Campus or community service.
- Required educational program(s).
- Written reflection, written apology.
- Disciplinary warning.
- Disciplinary probation.
- Disciplinary suspension, including suspension from an academic program or discipline.
- Delayed conferral of degree.
- Revocation of admission.
- Letter of Expectation/Reprimand.
- Mandatory Training.

- Ineligibility for Promotion.
- Job Duty Modification.
- Reduction in Salary.
- Ineligibility for Merit Increases.
- Restriction from all or portions of campus.
- Termination of Employment.
- Ineligibility for Future Employment.

# WEAPONS POLICY

*This policy is under Colorado State Law (CRS 18-12-105.5) and applies to all students, faculty, and staff.*

## Legislative Declaration

The Board of Trustees for Fort Lewis College has general supervision of the College and plenary power to enact rules and regulations for the governance of the College. The Board of Trustees has delegated to the President of the College the authority and duty to adopt such policies as are reasonable and necessary for the proper conduct of the operations and activities of the College, provided those policies are lawful and consistent with the bylaws, policies, and procedures outlined in the Board's Manual of Policies and Procedures. The President of the College finds and determines that the free and unregulated possession of weapons on the Fort Lewis College campus would:

- Create an unreasonable risk to the health, welfare, and safety of students, employees, and campus visitors and the preservation of property on the Fort Lewis College campus by careless or malicious use.
- Create a climate of fear and intimidation that would distract and interfere with the reasoned discourse and cooperation required for productive learning and working environments on the Fort Lewis College campus and
- Be inconsistent with the academic mission of Fort Lewis College.

The following policy is lawful and is not inconsistent with the bylaws, policies, and procedures outlined in the Board's Manual of Policies and Procedures:

## Statement of Policy

Except as expressly provided below, possessing firearms, explosive or incendiary devices, or other weapons on the Fort Lewis College campus is prohibited. This prohibition shall extend to all grounds and buildings on the Fort Lewis College campus. This policy shall apply to all students, employees, and invitees of Fort Lewis College and all other visitors to the Fort Lewis College campus.

"Weapons" include, but are not limited to, the following:

- Firearms of any size or type of construction and ammunition.
- Gas or air guns, including BB, pellet, and paintball guns.
- Bows and arrows, and crossbows.
- Blackjacks, bludgeons, batons, nunchaku, throwing stars, and metallic knuckles.
- Swords, pikes, lances, and spears.
- Any knife with a blade over 3.5 inches in length, including hunting and fishing knives.
- Ballistic, gravity, and switchblade knives, regardless of the blade size.
- Fireworks, gunpowder, or explosive substances; and
- Any harmless object designed to look convincingly like a firearm, explosive or incendiary device, or other weapon.

Exceptions: This policy shall not apply to:

- A peace officer, as described in § 16-2.5-101, C.R.S., when carrying a weapon in conformance with the policy of their employing agency as provided in § 16-2.5-101(2).

- A member of the United States or Colorado National Guard armed forces while acting in their official capacity and in conformance with general or specific military orders acting in their official capacity and in conformance with general or specific military orders.
- A law enforcement officer, agent, or employee of the United States, when lawfully carrying a weapon in conformance with the policy of their employing agency of the United States, when lawfully carrying a weapon in conformance with the policy of his/her employing agency.
- A person carrying a concealed handgun who holds a valid written permit issued under § 18-12-201, et seq., C.R.S. This exception shall not apply to Fort Lewis College campus housing residents, including residence halls, apartments, and family housing apartments. As a contractual condition of their residency, they must waive their right to possess and carry concealed handguns in Fort Lewis College campus housing.
- A weapon that remains inside a locked motor vehicle while on the Fort Lewis College campus, provided that the weapon is unloaded. This exception shall not apply to explosive or incendiary devices or explosive substances.
- A kitchen knife with a blade over 3.5 inches in length is kept in campus apartments or kitchens for food preparation. This exception shall not apply to residence halls.
- A student, employee, or invitee of Fort Lewis College who has a legitimate educational or employment-related purpose for the possession of a weapon on the Fort Lewis College campus and has obtained written permission from the appropriate campus office and the Chief of the Fort Lewis College Campus Police Department or their designee.

## Violations

All violations of this policy shall be reported to the Fort Lewis College Campus Police Department and the appropriate College office. Violators may be disciplined (in the case of students or employees of the College), banned from the Fort Lewis College campus, and criminally prosecuted in appropriate circumstances.

## Procedures and Guidelines

The College vice presidents are authorized to promulgate such procedures and guidelines as may be reasonable and necessary to implement and carry out the intent of this policy in their respective areas of authority.

# ANNUAL FIRE SAFETY REPORT

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*This is the compliance document to the Higher Education Opportunity Act of 2008, also known as the Campus Fire Safety Right-to-Know Regulations. The Annual Security Report is found in Section 1 of this Annual Security Report.*

Fort Lewis College prioritizes the personal safety of its students, faculty, staff, and visitors. A campus community relies on a peaceful, safe, and secure environment. Preserving this environment is a responsibility everyone on campus must share.

Under the Higher Education Opportunity Act of 2008 (“Act”), all colleges receiving federal funds must report fire safety statistics. Instructions on accessing this information will be distributed annually to all faculty, staff, students, and any applicant for enrollment or employment. Please keep this report as a resource document and refer to it throughout the year. This report is descriptive only. It is not intended to be a contract between the College and any other party. College security policies and procedures are subject to change at any time without notice. Any inquiries concerning information presented in this brochure may be directed to the Dean of the Division of Student Engagement at (970) 247-7519.

Any future renovations will comply with the national fire code.

## DEFINITIONS (as defined by the Act)

**Fires:** any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

**Fire Safety Systems:** any mechanism or system related to detecting a fire, the warning resulting from a fire, or controlling a fire. Examples include sprinkler systems, fire detection devices, stand-alone smoke alarms, and fire doors and walls.

**Fire Drills:** a supervised practice of a mandatory evacuation of a building for a fire.

**Fire-Related Injuries:** injuries that resulted in treatment at a medical facility, including at an on-campus health center.

**On-Campus Student Housing Facilities:** a dormitory or other residential facility for students on an institution’s campus.

## FIRE LOG

The Assistant Director for Student Housing and the campus police maintain a public Fire Log, which may be accessed by visiting the Student Housing Office at 240 Skyhawk Station. The Fire Log records any fire in an on-campus student housing facility by the date the fire was reported. It includes each fire's nature, date, time, and location. Entries are entered into the log within two days of receipt of the fire report.

## CAMPUS HOUSING FIRE SAFETY INFORMATION

### Fire Safety Equipment

- All residence halls have smoke detectors in the hallways, student rooms, and public areas.
- All apartments have smoke detectors in each bedroom, kitchen, living room, and public area.
- Fire alarm pull stations are in the hallways and breezeways of all buildings.
- The smoke detectors and pull stations are linked to a Central System, monitored by the Advanced Alarm Monitoring Service, which notifies the Durango La Plata Emergency Communications Center and informs the Campus Police and Durango Fire Protection District. The Central System also notifies Fort Lewis College Physical Plant Services through a computer-monitored system of all alarms.
- All residence halls have at least one fire extinguisher on each floor, and all apartments have one in each unit. Fire extinguishers are checked and serviced once a year unless they have been used, then they are replaced immediately.

### Fire Protocols

- Each fall, the Student Housing staff spend two hours in fire training provided by the Durango Fire Protection District, covering how to use a fire extinguisher, evacuate a building, check hot doors, and other issues related to fire safety.
- Fire drills are conducted in all residential facilities within the first two weeks of occupancy during the fall and winter trimesters.
- Fire safety rules and procedures are provided to students in the [Student Housing Guide](#) and the [Student Handbook](#).
- Any resident who purposely and maliciously attempts to set fire to, or burn, or causes to be burned or procures the burning of any building in the Student Housing Program or any of the furnishings or equipment in, attached to, or around such facilities will be subject to prosecution and penalty under the laws of the State of Colorado. Violating this policy will result in removal from the Student Housing Program and termination of the Housing Contract.
- Individuals intentionally causing false fire alarms violate state laws and will be removed from the Student Housing Program.
- In addition, residents tampering with fire-fighting equipment (i.e., extinguishers, hoses, alarms, exit signs, smoke detectors, etc.) will be removed from the Student Housing Program. Fort Lewis College officials of the criminal justice system may subject them to further disciplinary action.

### In Case of Fire

#### **When Moving into a Room or Apartment:**

- Make a note of fire exit plans and alternative routes.
- Make a note of fire exits, alarm boxes, smoke detectors, and extinguishers.

#### **What to Do in the Event of a Fire:**

- Sound the alarm and call 911.

- Upon discovering a fire, put it out with the nearest fire extinguisher if it can be done safely.
- Leave the building via posted instructions or the nearest safe exit.
- Contact student housing staff (RA or RD) or Fire Marshal. Provide as much information as possible about the fire. Be mindful of residents with disabilities or the sound sleepers in the area.

### Where to Go: For Student Housing

- Keep low to the floor if there is smoke in the room. Feel the doorknob and door before opening any doors. If it's hot, DO NOT open the door. If the knob is not warm, open the door slowly. If heat and heavy smoke are in the corridor, close the door and stay in the room.
- If it is impossible to exit the room, seal cracks under the door with clothing items or a rug. Hang an object (sheet or shirt) out the window and close the window. The hanging object will notify fire personnel that the room is occupied.
- When exiting the room, close all doors and windows. When exiting through a smoke-filled corridor/room, move quickly in a crouched position (remember, smoke rises), and place a wet towel or clothing item over your head to prevent severe smoke inhalation. Take short breaths through your nose.
- Exit the building according to the evacuation plan and meet student housing staff at the designated area for your community. Do not re-enter the building for any reason. Stay calm until the re-enter signal is given.

### Safety: Shelter in Place

In certain circumstances, including but not limited to an active shooter on campus and some severe weather occurrences, safety measures may include sheltering in place.

- STAY in the room/classroom/designated location.
- CLOSE and lock all doors and windows. If there are no locks, place heavy objects in front of them to impede entry.
- MOVE to the safest place in the room.
- Immediately COMPLY with directions from safety personnel.

### Handbook Policies

The following items are published and can be referenced in the Student Housing Guide in the Student Handbook.

- Fireworks, firecrackers, open flames (candles or oil lamps), explosive materials, and incense burning are always prohibited in the Fort Lewis College residence halls or apartments.
- Smoking is not permitted in any campus housing facility or public area.
- Appliances with open coils, such as toaster ovens, hot plates, and toasters, are prohibited in the residential facilities.
- Only one microwave and two small refrigerators are permitted in each residence hall room.

### Reporting

For Clery reporting, any fires that occurred in a residence hall should be reported to the Director of Student Housing or the Fort Lewis College Chief of Police.

## Improvements in Fire Safety

Fort Lewis College has planned the following future improvements in fire safety:

- Increase the number of fire marshals in the residence halls.
- Ensure the decibels of fire alarms in all residence halls are appropriate.
- Eventually, add sprinkler systems to Centennial Apartments and U-shaped buildings.

### 2022 Campus Housing Fire Safety System

LOCATION (RESIDENCE HALL)	SPRINKLER SYSTEM?	% SPRINKLER	MONITOR FIRE ALARM	SMOKE DETECTION	EXTINGUISHER DEVICES	# ANNUAL EVACUATION/ DRILLS In 2022
Animas Hall	Yes	100%	Yes	Yes	Yes	2
Bader A Hall	Yes	100%	Yes	Yes	Yes	2
Bader B Hall	Yes	100%	Yes	Yes	Yes	2
Bader C Hall	Yes	100%	Yes	Yes	Yes	2
Camp Hall	No	0%	Yes	Yes	Yes	2
Centennial A Apartments	No	0%	Yes	Yes	Yes	2
Centennial B Apartments	No	0%	Yes	Yes	Yes	2
Centennial C Apartments	No	0%	Yes	Yes	Yes	2
Cooper Hall	Yes	100%	Yes	Yes	Yes	2
Crofton Hall	No	0%	Yes	Yes	Yes	2
Escalante Hall	No	0%	Yes	Yes	Yes	2
Mears A Apartments	No	0%	Yes	Yes	Yes	2
Mears B Apartments	No	0%	Yes	Yes	Yes	2
Snyder A Hall	Yes	100%	Yes	Yes	Yes	2
Snyder B Hall	Yes	100%	Yes	Yes	Yes	2
Snyder C Hall	Yes	100%	Yes	Yes	Yes	2
West Hall	Yes	100%	Yes	Yes	Yes	2

**STATISTICS AND RELATED INFORMATION REGARDING FIRES IN RESIDENTIAL FACILITIES FOR 2022**

<b>RESIDENTIAL FACILITIES</b>	<b>TOTAL FIRES IN EACH BUILDING</b>	<b>FIRE NUMBER</b>	<b>CAUSE OF FIRE</b>	<b>NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY</b>	<b>NUMBER OF DEATHS RELATED TO FIRE</b>	<b>VALUE OF PROPERTY DAMAGE CAUSED BY FIRE (IN DOLLARS)</b>
Animas Hall 1414 E 8TH AV	0	0	N/A	0	0	0
Bader A Hall 235 TALON LN	0	0	N/A	0	0	0
Bader B Hall 225 TALON LN	0	0	N/A	0	0	0
Bader C Hall 215 TALON LN	0	0	N/A	0	0	0
Camp Hall 180 W CAMPUS CT	0	0	N/A	0	0	0
Centennial A 261 TALON LN	0	0	N/A	0	0	0
Centennial B 1350 E 8TH AV	0	0	N/A	0	0	0
Centennial C 331 TALON LN	0	0	N/A	0	0	0
Cooper Hall 100 W CAMPUS CT	0	0	N/A	0	0	0
Crofton Hall 160 W CAMPUS CT	0	0	N/A	0	0	0
Escalante Hall 1222 RIM DR	0	0	N/A	0	0	0
Mears A 1460 E 8TH AV	0	0	N/A	0	0	0
Mears B 1480 E 8TH AV	0	0	N/A	0	0	0
Snyder A Hall 105 TALON LN	0	0	N/A	0	0	0
Snyder B Hall 115 TALON LN	0	0	N/A	0	0	0
Snyder C Hall 125 TALON LN	0	0	N/A	0	0	0
West Hall 1256 RIM DR	0	0	N/A	0	0	0

**STATISTICS AND RELATED INFORMATION REGARDING FIRES IN RESIDENTIAL FACILITIES FOR 2021**

<b>RESIDENTIAL FACILITIES</b>	<b>TOTAL FIRES IN EACH BUILDING</b>	<b>FIRE NUMBER</b>	<b>CAUSE OF FIRE</b>	<b>NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY</b>	<b>NUMBER OF DEATHS RELATED TO FIRE</b>	<b>VALUE OF PROPERTY DAMAGE CAUSED BY FIRE (IN DOLLARS)</b>
Animas Hall 1414 E 8TH AV	0	0	N/A	0	0	0
Bader A Hall 235 TALON LN	0	0	N/A	0	0	0
Bader B Hall 225 TALON LN	0	0	N/A	0	0	0
Bader C Hall 215 TALON LN	0	0	N/A	0	0	0
Camp Hall 180 W CAMPUS CT	0	0	N/A	0	0	0
Centennial A 261 TALON LN	0	0	N/A	0	0	0
Centennial B 1350 E 8TH AV	0	0	N/A	0	0	0
Centennial C 331 TALON LN	0	0	N/A	0	0	0
Cooper Hall 100 W CAMPUS CT	0	0	N/A	0	0	0
Crofton Hall 160 W CAMPUS CT	0	0	N/A	0	0	0
Escalante Hall 1222 RIM DR	0	0	N/A	0	0	0
Mears A 1460 E 8TH AV	0	0	N/A	0	0	0
Mears B 1480 E 8TH AV	0	0	N/A	0	0	0
Snyder A Hall 105 TALON LN	0	0	N/A	0	0	0
Snyder B Hall 115 TALON LN	0	0	N/A	0	0	0
Snyder C Hall 125 TALON LN	0	0	N/A	0	0	0
West Hall 1256 RIM DR	0	0	N/A	0	0	0

**STATISTICS AND RELATED INFORMATION REGARDING FIRES IN RESIDENTIAL FACILITIES FOR 2020**

<b>RESIDENTIAL FACILITIES</b>	<b>TOTAL FIRES IN EACH BUILDING</b>	<b>FIRE NUMBER</b>	<b>CAUSE OF FIRE</b>	<b>NUMBER OF INJURIES THAT REQUIRED TREATMENT AT A MEDICAL FACILITY</b>	<b>NUMBER OF DEATHS RELATED TO FIRE</b>	<b>VALUE OF PROPERTY DAMAGE CAUSED BY FIRE (IN DOLLARS)</b>
Animas Hall 1414 E 8TH AV	0	0	N/A	0	0	0
Bader A Hall 235 TALON LN	0	0	N/A	0	0	0
Bader B Hall 225 TALON LN	0	0	N/A	0	0	0
Bader C Hall 215 TALON LN	0	0	N/A	0	0	0
Camp Hall 180 W CAMPUS CT	0	0	N/A	0	0	0
Centennial A 261 TALON LN	0	0	N/A	0	0	0
Centennial B 1350 E 8TH AV	0	0	N/A	0	0	0
Centennial C 331 TALON LN	0	0	N/A	0	0	0
Cooper Hall 100 W CAMPUS CT	0	0	N/A	0	0	0
Crofton Hall 160 W CAMPUS CT	0	0	N/A	0	0	0
Escalante Hall 1222 RIM DR	0	0	N/A	0	0	0
Mears A 1460 E 8TH AV	0	0	N/A	0	0	0
Mears B 1480 E 8TH AV	0	0	N/A	0	0	0
Snyder A Hall 105 TALON LN	0	0	N/A	0	0	0
Snyder B Hall 115 TALON LN	1	1	Electrical short in roof cavity	0	0	\$103,450
Snyder C Hall 125 TALON LN	0	0	N/A	0	0	0
West Hall 1256 RIM DR	0	0	N/A	0	0	0