



University of Nevada, Reno

2013

Annual Security and Fire Safety Report



Historic Quad and Clarence Mackay Statue
photo from UNevadaPhotos online album

Report prepared by University of Nevada, Reno Police Services

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University of Nevada, Reno
Statewide • Worldwide

Ronald M. Zurek
Vice President

September 9, 2014

Message from the Vice President:

The University of Nevada, Reno begins the fall 2014 semester with all the excitement that goes with having a record enrollment of nearly 20,000 students. Even as the university continues to grow we want to reaffirm our commitment to provide a high quality living and learning experience for all our students. It cannot be overstated that the safety of our students, faculty, staff and visitors is of utmost important to the university.

As part of that commitment, we encourage you to read through our 2013 Annual Security and Fire Safety Report, where you will find information on safety resources, crime statistics and services available to our campus community. Safety and security on campus is a shared responsibility, and we urge you to help us in continuing to make our university a great place to study, live and work.

Sincerely,

Administration & Finance
University of Nevada, Reno/003
Reno, Nevada 89557-0003
(775) 784-4031 office
(775) 784-1774 fax
E-mail: zurek@unr.edu



University of Nevada, Reno

Adam Garcia
Director

Message from the Director

On behalf of the University of Nevada, Reno Police Services, I would like to thank you for taking the time to review this report. The primary goal of Police Services is to ensure that our university remains a safe place to study, live and work. The philosophy of Community Policing helps to maintain strong relationships with our university community, our regional partners in law enforcement and the courts.

As you read through our Annual Security and Fire Safety Report, you will find information about policies and practices regarding safety, security and crimes occurring on or near campus. Our commitment to keeping our community informed is just one way we strive to keep our campus environment safe and enjoyable.

Please feel free to contact me directly at agarcia@unr.edu, or by phone at 775-784-4013 if you have any questions, concerns or suggestions for Police Services. As the department approaches its 50th year of service to the campus, we continue to feel fortunate to serve this community.

Adam Garcia
Director
University of Nevada, Reno
Police Services

University Police Services
1664 N. Virginia St.
University of Nevada, Reno/250
Reno, Nevada 89557-0250
(775) 784-4013 office
(775) 784-1695 fax
www.unr.edu/police

Policy Statement Addressing Preparation of Disclosure of Crime Statistics

University Police Services prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The report is prepared in cooperation with the local law enforcement agencies surrounding our campuses, Residential Life Services and the Office of Student Conduct. Each entity provides updated information on their educational efforts and programs to comply with the act.

Campus crime, arrest and referral statistics include those reported to the University of Nevada, Reno Police Department, designated campus officials (including but not limited to directors, deans, department heads, advisors to students/student organizations, athletics coaches), and local law enforcement agencies. All of our branch campuses (Redfield AND UNSOM) follow the same policies except where otherwise noted and statistics are included in their respective sections.

Counseling Services staff informs their clients of the procedures to report crime to University Police Services on a voluntary or confidential basis, should they feel it is in the best interest of the client.

An e-mail notification is made to all enrolled students that provides the web site to access this report. The full text of this report can be located on our website at <http://www.unr.edu/police/data-center/clery-legal-info>. You can also connect to our site via the University of Nevada Home Page at: <http://www.unr.edu/>.

All prospective employees, and anyone wishing to obtain a paper copy may do so at the University Police Services office in the Fitzgerald Student Services Building Monday – Friday 8:00 am to 5:00 pm (excluding holidays on which university offices are closed). The web site address will also be attached to employment applications obtained through the State of Nevada web site and the university's employment web site.



Fitzgerald Student Services
Building

Police Services
1st Floor

University Police Authority and Jurisdiction

University of Nevada, Reno Police Services is a fully functional law enforcement agency.

University officers have full police powers; certified by the Nevada Department of Peace Officer Standards and Training (POST) in accordance with the laws of the State of Nevada. They perform the same function as officers from city, county and state agencies - enforcing all local, state and federal laws and ordinances within the jurisdiction of the University of Nevada, Reno. Officers patrol university properties 24 hours a day 365 days a year.



University Police have jurisdiction on the main University of Nevada, Reno campus and all properties owned, operated or governed by the university including Greek houses, cooperative extensions, the Medical District in Las Vegas including UMC Valley Hospital and various medical offices and other sites throughout the state. University Police work in cooperation with all regional law enforcement agencies through official agreements for mutual assistance. The department is linked to these other agencies through the Reno Emergency Communications Center which provides dispatch services for police and other emergency services in Washoe County. University Police Services also has the ability to share crime information through shared information systems.

Special Programs and Services



Officer McGuire, Officer Baker,
Commander Hawthorne
at the 2013 Hoff Memorial Ceremony
Reno, NV

- Reserve Officer Program
- Bike patrol
- Student Cadets
- Bomb Detection K-9
- Narcotics K-9
- DUI Enforcement & Education
- Fingerprinting
- Investigations
- Public Safety Talks
- R.A.D. Classes
- Regional Street Enforcement Team Participation
- Ride Along Program
- Traffic & Pedestrian Safety Enforcement
- Members of the City of Reno SWAT

Interlocal Agreement

University Police Services works closely with surrounding law enforcement agencies to include the Nevada Department of Public Safety, Washoe County Sheriff's Office, Sparks Police Department, Reno Police Department, Washoe County School District Police Department and Clark County Sheriff's Office.

University Police Services maintains a memorandum of understanding (MOU) with these agencies giving University Police Services additional jurisdiction to provide for mutual assistance between local law enforcement partners.

The MOU allows for peace officers of University of Nevada, Reno Police Services to exercise their powers or authority on public and private property within the County of Washoe, including the City of Reno and the City of Sparks. Also, the Medical District in Las Vegas including UMC Valley Hospital and various other medical offices and sites throughout the area.

In accordance with the agreement, the University of Nevada, Reno Director of Police Services, or his designee, may request assistance from the Washoe County Sheriff, Reno Police Chief, Sparks Police Chief, Nevada Highway Patrol Chief, Clark County Sheriff or the designee of any of them, in any law enforcement matter within the jurisdiction of the University of Nevada, Reno.



2013 Multi-agency Police Pride Run
Reno, NV

Our Mission

Our mission, together with our University community, is to foster an atmosphere of safety and respect through prevention, partnership and professional service; and to provide professional law enforcement services within the university community.

Our Vision

University of Nevada Police Services believes in excellence. We maintain the highest standard of professional ethics and personal integrity. We are committed to the philosophy of community policing, partnering and problem solving with those we serve. We employ time tested police methods to protect our community. We encourage developing new approaches to provide services and protection to our community.

We work in partnership with the schools, colleges, units and departments of the University of Nevada, Reno to provide everyone on campus with a safe environment. We recognize that the University of Nevada, Reno campus is an integral part of the surrounding community. We work in partnership with our sister law enforcement agencies to facilitate sharing of information; people and equipment as we know that a multi-disciplinary approach offers the best approach to shared problems.

Our internal communication is direct, open and respectful. We value our unity and our diversity; recognizing there is strength in both. Our communication with the university community is open, thoughtful and respectful. We value the opinions of those we serve and recognize the wisdom of listening to input.

CORE VALUES

The University Police Department values:

- Integrity and ethical behavior at all times, whether on or off duty
- Respect for the dignity and rights of all people
- Respect for the rule of law
- Empathy and compassion for others
- Acceptance of full responsibility for all of our actions
- Equal protection and treatment for all, regardless of status
- Individual and team approaches to problem solving
- Innovation and creativity to provide a safe community
- Flexibility in adapting to our changing environment
- Direct, open, respectful communication with others, in and out of the department
- Recognition of the contribution made by sworn and civilian members of the department toward fulfillment of our mission
- Our unity and our diversity
- Excellence in our service

2013 EVENTS, ACTIVITIES AND PUBLIC OUTREACH



Outdoor Notification System Project
Funded by a grant from the Nevada Division of
Homeland Security, Emergency Management



Nevada Office of
Traffic Safety
"Click it or Ticket"
Press Conference





2013 Hoff Memorial



Coach Polian and Students assist in production of a stadium safety video



Davidson Academy Students hand out pedestrian safety information to students at an information table on the quad



2013 George D. Sullivan Memorial Golf Tournament

Crime Prevention and Personal Safety Tips

We encourage you to be safe on our campus by making personal safety your number one priority. Awareness, Avoidance and Risk Reduction are the best ways to not be a victim. The following tips can be used on a daily basis:

- If you are the victim of a crime, please report it to the police immediately.
- Contact University Police by dialing 775-334-COPS (2677) or 911 if you observe a suspicious person or situation.
- If you know you are going to be studying and/or working late on campus, plan ahead to get home safely.
- Never walk alone at night. Travel in groups of two or more and always travel in well-lit, heavily traveled areas.
- Have a friend walk with you or meet you at a location the two of you can walk from safely. If you are alone, walk near other groups of people.
- ALWAYS – ALWAYS lock your doors and windows.
- Use Campus Escort by calling 775-742-6808, or University Police by calling 775-334-COPS (2677) or 775-745-6195.
- Tell someone where you are going and when you will return.
- Carry a whistle or noise maker. This can serve as a reminder to exercise caution, and can alert someone in the area that you need help. Whistles are available free of charge at University Police Headquarters – ground floor of the Fitzgerald Student Services Building.
- Be alert! Look around you; be aware of who is on the street and in the area. Make it difficult for anyone to take you by surprise.
- If listening to music, keep the volume low so you can hear what is going on around you.
- If you exercise at night or in the dark, do so with a friend and wear bright reflective clothing.
- Follow your intuition... trust your feelings.

If you have any questions, concerns, or suggestions about our practices, policies, or the handling of a particular police matter, you are encouraged to contact Police Services.

Policy Statement Addressing the Encouragement of Accurate and Prompt Reporting of Criminal Offenses

Students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to University Police Services as soon as possible. Recent revisions to the Campus Crime Statistics Act require faculty and staff to report crimes they become aware of through contact with other members of the campus community.

Contact University Police Services at 775-784-4013 (non-emergencies) Monday – Friday 8:00 am to 5:00 pm (excluding holidays and weekends when university offices are closed), contact 775-334-COPS (2677) (non-emergency after hours), dial 9-1-1 (emergencies only), or use the Blue Light telephones located in the Residential Halls, Parking Lots and at various locations throughout campus.

Crimes should be reported to University Police Services to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the campus community when appropriate.

Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the residential halls should be reported to the police department.



Police Services Office in the Fitzgerald Student Services Building

University of Nevada, Reno Emergency Blue Light Phones

Revised 2013



- Blue Light Telephone
- 97 - Main Campus
 - 25 Pedestal Mounts
 - 72 Wall Mounts in Parking Garages
- 1 - Valley Road Campus
- 2 - Stead Campus



Policy Statement Addressing Voluntary Confidential Reporting

If you are the victim of a crime and do not want to pursue action within the University System or University Police Services, you may still want to consider making a confidential report.

If a reporting student discloses an incident to a responsible employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the University will weigh that request against the University's obligation to provide a safe, non-discriminatory environment for all students, including the reporting student.

If the University honors the request for confidentiality, a reporting student will be informed that the University's ability to investigate the incident and pursue disciplinary action against the identified student may be limited.

There are times when, in order to provide a safe, non-discriminatory environment for all students, the University may not be able to honor a reporting student's request for confidentiality. The University has designated the following individual to evaluate requests for confidentiality made by a reporting student:

Title IX Coordinator Denise Cordova 775-682-6708

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

Statement Addressing Limited Confidential Reporting

University Police Services encourages anyone who is the victim of or witness to any crime to promptly report the incident to the police or to talk to someone about what happened in order for them to receive the support they need and so the university can respond appropriately. Different employees on campus have different abilities to maintain a reporting student's confidentiality.

- Some are required to maintain near complete confidentiality; talking to them is sometimes called "privileged communication."
- Other employees may talk to a reporting student in confidence, and generally only report to the university that an incident occurred without revealing any personally identifying information. Disclosures to these employees will not trigger a university investigation into an incident against the reporting student's wishes, except in certain circumstances as discussed below.

- Some employees are required to report all the details of an incident (including the identities of both the reporting student and all other students involved) to the Title IX Coordinator. A report to these employees (called “responsible employees”) constitutes a report to the university—and generally obligates the university to investigate the incident and take appropriate steps to address the situation.

This policy is intended to make students aware of the various reporting and confidential disclosure options available to them so they can make informed choices about where to turn should they want to report an act of sexual violence. The University encourages such students to talk to someone identified in one or more of these groups.

The Options

A. Privileged and Confidential Communications

- *Professional Counselors.* Professional, licensed counselors who provide mental-health counseling to members of the school community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX coordinator without a student’s permission. Following is the contact information for these individuals:

Counseling Services

202 Thompson Bldg., Mail Stop 0080

(775) 784-4648

Hours: M-Th 8 a.m. to 8 p.m.

Fri. 8 am – 5 p.m.

After hours: (775) 297-8315

www.unr.edu/counseling

Student Health Center

(775) 784-6598

Hours: M-Th 8 a.m. to 7 p.m.

Fri. 8 a.m. to 5 p.m.

Closed evenings and weekends

www.unr.edu/shc/

UNR Psychological Services Center

206 Cain Hall

(775) 784-6668

Victims of Crime Treatment Center

Lorraine Benuto, Ph.D.

Cain Hall Room 206

(775) 682-8684

A student who reports an act of sexual violence to a professional must understand that if they want to maintain confidentiality, the university will be unable to conduct a full investigation into the incident and will likely be unable to pursue disciplinary action against the identified student.

A student who at first requests confidentiality may later decide to file a complaint with the school or report the incident to local law enforcement, and thus have the incident fully investigated.

NOTE: While these professional counselors may maintain a reporting student’s confidentiality vis-à-vis the university, they may have reporting or other obligations under state law. For example, there may be an obligation to report child abuse, an immediate threat of harm to self or others, or to report in the case of hospitalization for mental illness; for the exceptions to confidentiality, see NRS 49.213, NRS 49.245, and NRS 432B.220 in Appendix 2.

ALSO NOTE: If the university determines that the student identified as committing the offensive conduct poses a serious and immediate threat to the University community, University of Nevada, Reno Police Services may be called upon to issue a timely warning to the community. Any such warning will not include any information that identifies the reporting student.

A reporting student and/or a responding student may choose to consult with a non-university pastoral counselor and they are encouraged to discuss confidentiality with that individual.

B. Reporting to “Responsible Employees.”

A “responsible employee” is a university employee who has the duty to report incidents of sexual violence or other student misconduct, or who a student could reasonably believe has this authority or duty.

When a student reports an incident of sexual violence to a responsible employee, the student has the right to expect the university to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.

A responsible employee must report to the Title IX Coordinator all relevant details about the alleged sexual violence shared by the reporting student and that the university will need to determine what happened – including the name(s) of the reporting student and responding student(s) or other alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.

To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the university’s response to the report. A responsible employee should not share information with law enforcement without the reporting student’s consent or unless the reporting student has also reported the incident to law enforcement.

The following employees (or categories of employees) are the university’s responsible employees:

- Title IX Coordinator
- Anyone in a supervisory, managerial, administrative or executive role or positions, such as a provost, vice provost, vice president, dean, department chair, supervisor, director of a unit, resident director, resident assistant, or supervisor.

Before a reporting student reveals any information to a responsible employee, the employee will inform the student of the employee’s reporting obligations. If the student wants to maintain confidentiality, the employee will direct the student to confidential resources.

If the student wants to tell the responsible employee what happened but also wants to maintain confidentiality, the employee will inform the student that the university will consider the request, but cannot guarantee that the university will honor it. In reporting the details of the incident to the Title IX Coordinator, the responsible employee will also inform the Coordinator of the student's request for confidentiality.

Responsible employees will not pressure a reporting student regarding the extent of the report the student wants to make. Responsible employees will not pressure a student to request confidentiality, but will honor and support the student's wishes, including for the university to fully investigate an incident. By the same token, responsible employees will not pressure a reporting student to make a full report if the student is not ready to make such a report.

When weighing a student's request for confidentiality or a student's request that no investigation or discipline be pursued, the Title IX Coordinator will consider a range of factors, including the following:

- The increased risk that the identified student will commit additional acts of sexual or other violence, such as:
 - ◊ whether there have been other sexual violence complaints about the same student;
 - ◊ whether the identified student has a history of arrests or other records indicating a history of violence;
 - ◊ whether the student identified as committing the offensive conduct threatened further sexual violence or other violence against the reporting student or others;
 - ◊ whether the sexual violence was committed by multiple persons;
 - ◊ whether the circumstances of the incident indicate that the behavior was planned by the identified student or others;
 - ◊ whether the reported sexual violence was committed with a weapon;
 - ◊ whether the reporting student is a minor;
 - ◊ whether the university possesses other means to obtain relevant evidence of the reported sexual violence (e.g., security cameras or personnel, physical evidence);
 - ◊ whether the reporting student's information reveals a pattern of behavior (e.g., illicit use of drugs, alcohol, coercion, intimidation) at a given location or by a particular group;
 - ◊ other factors determined by the Title IX Coordinator that indicate the identified student may repeat the behavior or that others may be at risk.

Based on one or more of these factors, the Title IX Coordinator may decide that the University will investigate and, if appropriate, pursue disciplinary action even though the reporting student requested confidentiality or requested that no investigation or disciplinary action be undertaken. If none of these factors is present, the university will likely respect the reporting student's request for confidentiality.

If the Title IX Coordinator decides that a reporting student's confidentiality cannot be maintained, the Title IX Coordinator will inform the reporting student in writing or via email prior to starting an investigation and the university will, to the extent possible, only share information with people responsible for handling the university's response.

The University will inform the responding student that retaliation against the reporting student is prohibited and will take ongoing steps to protect the reporting student from retaliation or harm and work with the reporting student to create a safety plan. Retaliation against the reporting student, whether by students or university employees, will not be tolerated. The university will also:

- assist the reporting student in accessing other available advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus (see portion of policy identifying these);
- provide other security and support, which could include issuing a no-contact order, helping arrange a change of living or working arrangements or course schedules (including for the responding student pending the outcome of an investigation) or adjustments for assignments or tests; and
- inform the reporting student of the right to report a crime to campus or local law enforcement – and provide the reporting student with assistance if the reporting student wishes to report a crime.

The University will not require a reporting student or a responding student to participate in any investigation or disciplinary proceeding.

Because the University is under a continuing obligation to address the issue of sexual violence campus-wide, reports of sexual violence (including non-identifying reports) will also prompt the university to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported sexual violence occurred; increasing education and prevention efforts, including to targeted population groups; conducting climate assessments/ student surveys; and/or revisiting its policies and practices.

If the university determines that it can respect a reporting student’s request for confidentiality, the university will also take immediate action as necessary to protect and assist the reporting student.

Miscellaneous

Take Back the Night and other public awareness events—Public awareness events such as “Take Back the Night,” the Clothesline Project, candlelight vigils, protests, “survivor speak outs” or other forums in which students disclose incidents of sexual violence, are **not** considered notice to the university of sexual violence for purposes of triggering the university’s obligation to investigate any particular incident(s). Such events may, however, inform the need for campus-wide education and prevention efforts, and the university will provide information about students’ Title IX rights at these events.

Off-Campus Counselors and Advocates: Off-campus counselors, advocates, and health care providers will also generally maintain confidentiality and not share information with the university unless the reporting student requests the disclosure and signs a consent or waiver form.

Following is contact information for these off-campus resources:

Crisis Call Center: (775) 784-8085 (Reno)
(775) 784-8085 (Sparks)
24 hour Help Hotline: 1 (800) 273-8255

NOTE: While these off-campus counselors and advocates may maintain a reporting student's confidentiality vis-à-vis the university, they may have reporting or other obligations under state law. For example, there may be an obligation to report child abuse, an immediate threat of harm to self or others, or to report in the case of hospitalization for mental illness; for the exceptions to confidentiality, see NRS 49.213, NRS 49.245, and NRS 432B.220 in Appendix 2.

If you have questions as to whether a specific incident should be reported, please contact University Police Services at 775- 784-4013 or e-mail unrpd@police.unr.edu.



Private interview room at Police Services

How to Report a Crime

When reporting an emergency, crime or suspicious activity at the university, follow these steps:

For Emergencies:

- * Dial 911- (from a campus phone, you must dial 9-911)
- * Give your name and location (state specifically that you are at the university)
- * Briefly describe the activity you are reporting
- * Request medical attention if needed
- * Remain calm and speak slowly
- * Stay on the phone until the dispatcher ends the call
- * If possible, give a description of the person (s) and vehicle involved, location or direction of travel and presence of weapons if known

For non-emergency situations:

Dial 775-334-COPS (2677) or

Use the on-line report form from the University Police Services web page at:

www.unr.edu/police.

University Police

Emergency	911 (9-911 on campus)
Non-Emergency	775-334-2121
Business Office	775-784-4013

In addition you may report a non-emergency crime, or crime not in progress to the following areas:

Vice-President for Student Services	775-784-6196	Clark Administration
Counseling Service	775-784-4648	Thompson Building
Student Health Services	775-784-6598	Nell J. Redfield Bldg.
Student Cultural Diversity Center	775-784-4936	JCSU 3 rd floor
Student Conduct	775-784-4388	Clark Administration
Housing and Residential Life	775-784-1113	Juniper Hall



Students on the Quad

Statement Addressing Counselors and Confidential Crime Reporting

In the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was made as to who is considered to be a campus security authority. Campus “Pastoral Counselors” and campus “Professional Counselors,” when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics.

Counselors are encouraged to inform persons being counseled, when they think it is appropriate, of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

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

A Professional Counselor is defined as an employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.



Bikes parked in a campus bike rack

Statement Addressing Crime Prevention Programs

University Police Services sponsors various personal safety and prevention programs throughout the year. Police personnel facilitate programs for students, parents, faculty and new employees, student organizations, community organizations, in addition to programs for Housing Services Resident Advisors and residents providing a variety of educational strategies and tips on how to protect themselves from sexual assault, theft and other crimes.



UNRPD Offers Rape Aggression Defense Classes for women each semester



Student Cadets information table for Do the Ride Thing and Wolf Tag prevention programs



Pizza with The Police Discussion forum

In addition to presentations, Educational materials are available from Police Services on a variety of subjects including:

1. Protecting Personal Property
2. Alcohol laws and policies
3. Personal Safety
4. Workplace Safety
5. Bike and Skateboard Safety
6. Traffic and Pedestrian Safety
7. Sexual Assault
8. Relationship Violence
9. Stalking
10. Safe Ride Services



Police host a Traffic Safety Forum at JCSU Moderated by local news anchor, Wendy Damonte

Policy Statement Addressing Sexual Assault

In addition to the state laws regarding sexual assault and the university system's regulation against sexual assault in the campus community, the University of Nevada, Reno has established regulations and policies for student conduct that support the core educational mission of the University of Nevada Reno, students and student groups and/or organizations. The following conduct violates our university community standards and subjects a student, or a student group/organization to sanctions under the Student Code of Conduct. The following conduct is prohibited:

- **Acts of Sexual Violence**: Sexual violence is a physical act perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual also may be unable to give consent due to an intellectual or other disability. Sexual violence includes, but is not limited to, rape, sexual assault, sexual battery, and sexual coercion.

The University will not require a reporting student or a responding student to participate in any investigation or disciplinary proceeding.

Because the University is under a continuing obligation to address the issue of sexual violence campus-wide, reports of sexual violence (including non-identifying reports) will also prompt the university to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported sexual violence occurred; increasing education and prevention efforts, including to targeted population groups; conducting climate assessments/ student surveys; and/or revisiting its policies and practices. The University will also:

- assist the reporting student in accessing other available advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus (see portion of policy identifying these);
- provide other security and support, which could include issuing a no-contact order, helping arrange a change of living or working arrangements or course schedules (including for the responding student pending the outcome of an investigation) or adjustments for assignments or tests; and
- inform the reporting student of the right to report a crime to campus or local law enforcement – and provide the reporting student with assistance if the reporting student wishes to report a crime.
- a student need not officially report an incident in order to be provided assistance.

Procedures for Reporting Sexual Assault

If you have been sexually assaulted, get help immediately.

- Get to a safe place and call a friend or family member for support, or call the Crisis Call line at 775-784-8085.
- Call the Police Department, at 911 (on-campus phones, 9-911) Tell the police dispatcher that you are a university student so that the University Police will be contacted and you may be provided with immediate assistance and evidence can be collected.
- You should go to a hospital emergency room for medical treatment and evidence collection (transportation to the hospital may be provided by the University Police or other local Police if desired). The hospital will call the Crisis Call's Sexual Assault Support Team representative who will meet you at the hospital to provide you with support and answer questions about the investigation process and your rights as the survivor of a sexual assault. Remember that you do not have to decide at this point whether or not to report the incident, but it is important for you to get medical attention.
- You should try to fight the urge to shower, bathe, douche, change clothes or straighten up the area since these activities will destroy evidence that you may need.

All reports will be investigated by the university. Violations of the law will be referred to the university police and when appropriate, to the staff of the Office of Student Conduct for investigation and resolution through the student conduct system, when the alleged violator is an enrolled student.

Student Disciplinary Procedures:

- A. **Complaint of Student Misconduct:** Any member of the university community may file a complaint against a student for violations of the Student Code of Conduct. The complaint shall be prepared in writing and directed to the Assistant Dean, Student Conduct. Any complaint should be submitted as soon as possible after the alleged violation takes place, preferably within 30 days.
- B. **Resolution of a Student Misconduct Complaint:**
 1. The Assistant Dean, Student Conduct or designee, (hereafter Student Conduct Administrator) will review and investigate the complaint to determine if the information indicates actions which violate the student code of conduct. Upon determining that a complaint does indicate violation(s) of the Student Code of Conduct, the Student Conduct Administrator, shall send the accused student a notice of allegation(s). The notice will present information obtained from the investigation, identify the alleged violations of the Student Code of Conduct, and instruct the student to schedule a conduct conference within 10 days of the notice.

- a. The notice may be hand delivered or mailed by regular United States mail to the student's address as identified within MYNEVADA. All mailed letters are considered delivered as of the United States Postal Service postdate.
- b. Students failing to respond to the notice will be sent a second notice via certified mail. Second notices may include forewarning that an administrative hold will be placed on the accused student's transcripts and/or ability to register until such time that the student participates in the mandated conduct conference.
- c. Interim Directive—In appropriate circumstances, the Assistant Dean, Student Conduct may impose an interim "No Contact" and/or "ban from participation" directive prior to a conduct conference. The Assistant Dean, Student Conduct may issue such a directive when the alleged misconduct poses a health and safety concern and/or a disruption to the educational environment.

2. Informal Resolution of the Complaint:

The accused student shall attend a conduct conference and work with the Student Conduct Administrator to develop an appropriate informal resolution of the charges. In some cases, the accused student and the Student Conduct Administrator may "informally" resolve the complaint through agreement of responsibility, termination of allegations, mediation, conflict resolution, or educational conference. If the accused student and Student Conduct Administrator cannot reach agreement through informal resolution the complaint will be referred to the formal resolution process. An accused student has the right to request participation in the formal resolution process for a complaint of misconduct at any time during the informal resolution process.

3. Formal Resolution of the Complaint:

The formal resolution of a complaint of student misconduct shall take place when an accused student does not agree to informal resolution by not accepting responsibility for a charge of misconduct, or by not accepting the sanctions proposed for resolution of misconduct. The formal resolution process involves a hearing before a student conduct board or a student conduct hearing officer. The accused student shall schedule a conference with the Student Conduct Administrator within ten days of the decision to initiate the formal resolution process. The purpose of the conference will be to:

- a. Identify and determine the most appropriate hearing option to be employed
- b. Review the hearing process and procedures
- c. Set a hearing date and time
 - i. The hearing shall occur within twenty-five days but no less than ten days from the conference.
 - ii. Maximum time limits for scheduling of student conduct hearings may be extended in writing at the discretion of the Assistant Dean, Student Conduct.

4. Impaneling a Board or Hearing Officer

The Assistant Dean, Student Conduct determines which Hearing Board or Student Conduct Hearing Officer will hear each case based on the alleged misconduct, the level of sanction(s) that may be considered and the needs of the accused student, alleged victim and campus community as a whole.

Student Conduct Hearing Officer: A Student Conduct Hearing Officer will be appointed from faculty members within the Office of Student Conduct, the Office of Residential Life, Housing and Food Services or trained University community members who will be responsible to the Assistant Dean, Student Conduct, and ultimately to the Vice President for Student Services, for all student conduct activities and decisions. The Student Conduct Hearing Officer hears cases involving students, student organizations or groups accused of violating the Student Code of Conduct. Whether a Student Conduct Hearing Officer will hear the matter rather than a Student Conduct Board will be determined by the Assistant Dean, Student Conduct. The Student Conduct Hearing Officer will be advised by an appointed Student Conduct Administrator not involved in the investigation or resolution of the alleged misconduct being heard by the officer.

Student Conduct Board: The Student Conduct Board hears cases involving students, student organizations or groups accused of violating the Student Code of Conduct. The board is comprised of trained University students and faculty members. The composition of the Student Conduct Board (student and/or faculty membership) for each hearing will be determined by the Assistant Dean, Student Conduct. Those hearings in which the potential for suspension, expulsion or loss of recognition are being considered will include faculty membership. The Student Conduct Board will be advised by an appointed Student Conduct Administrator not involved in the investigation or resolution of the alleged misconduct being heard by the board.

5. Student conduct hearings shall be conducted according to the following procedures:
 - a. Student conduct hearings shall be closed unless the accused student requests an open hearing.
 - i. Disciplinary records, to include hearing proceedings, are part of a student's educational record. As such the privacy protections afforded to a student under the Federal Education Right to Privacy Act dictate the standards for a closed hearing.
 - ii. Requests by an accused student for an open hearing will be reviewed by the Assistant Dean, Student Conduct. Such requests will be granted if the overriding individual privacy needs of other students involved in the hearing are not violated, nor the hearing process itself.
 - b. The accused student has the right to be assisted by an advisor, as does the complainant, if desired. The advisor serves as a supporter and advisor during the conduct hearing. The accused student and the complainant are both responsible for presenting his or her own information, introducing witnesses, and answering questions throughout the hearing. When a student selects an advisor, in this process the advisor has no right to speak during the hearing. The advisor may be an attorney. If the advisor is an attorney, the Student Conduct Administrator must be informed five college working days before the hearing. The Assistant Dean, Student Conduct has sole discretion to allow for a delay in the hearing due to a scheduling conflict of an advisor. The hearing will run according to the university schedule and will not be delayed by another process off campus, unless in the discretion of the Assistant Dean, Student Conduct, such delay is deemed to be in the best interests of the parties or process.
 - c. The accused student(s), the complainant and any advisors shall be allowed to attend all portions of the hearing, at which information is received, but may not be present during deliberations. Admission of any other person to the student conduct hearing shall be at the discretion of the student conduct board or hearing officer and/or the student conduct administrator.

- d. In student conduct hearings involving more than one accused student, the Student Conduct Administrator, in his or her discretion may permit the student conduct hearings to be conducted either separately or jointly.
- e. The accused student and complainant must notify the Assistant Dean, Student Conduct of witnesses no later than five college working days before the hearing. The Hearing Board Advisor will notify and invite to the hearing potential witnesses who are members of the university community, and who are identified by the accused student and/or complainant at least two college working days prior to the hearing. The Assistant Dean, Student Conduct has sole discretion to allow for a delay in the hearing due to a scheduling conflict of a witness. Witnesses will provide information to, and answer questions from, the student conduct board or hearing officer. To avoid confrontational situations during the hearing, the accused student and/or complainant shall verbally direct questions for the witness(es) to the chairperson of the conduct board or the hearing officer, who will then question the witness directly. The chairperson of the conduct board or the hearing officer will decide on the specific course of questioning and/or information sharing throughout the hearing.
- f. The accused student and complainant may present pertinent written statements, records, or other information for the hearing. These documents must be provided to the Hearing Board Advisor or hearing officer five college working days before the hearing.
- g. The accused student and the complainant have the right to review these documents two working days prior to the hearing. This review will take place within the Office of Student Conduct during normal working hours under the supervision of the Hearing Board Advisor. All documents are considered confidential and will not be reproduced or released for review outside of the Office of Student Conduct.
- h. The members of the student conduct board or the hearing officer shall deliberate after the hearing has concluded, and shall determine whether or not the accused student has violated each section of the Student Code that the student is charged with having violated. This determination is made through consensus when possible, and if not possible, then by a simple majority vote of the board members.
- i. The student conduct board or hearing officer's determination shall be made on the basis of a preponderance of the evidence: whether it is more likely than not that the accused student violated the Student Code of Conduct.
- j. If the accused student is not found responsible for a violation, then the hearing is concluded. If the accused student is found responsible for one or more violations of the Student Code of Conduct, then the student conduct board or the hearing officer shall consider possible sanctions for the student after reviewing any prior violations of the Student Code of Conduct, the imposed sanctions and the completion of these sanctions. Possible sanctions to impose appear below in Section D.

- k. Order of processes in a hearing shall be:
- i. In the hearing, the chair of the board or hearing officer will state the content of the report of alleged misconduct and the specific charges made.
 - ii. The complainant will be asked to present information supporting the allegation of misconduct against the accused student.
 - iii. The chair of the board or hearing officer may call identified witnesses on behalf of the complainant.
 - iv. The accused student and board members may question the complainant and witnesses.
 - v. The accused student will be asked to present information supporting their position against the allegation of misconduct.
 - vi. The chair of the board or hearing officer may call identified witnesses on behalf of the accused student.
 - vii. The complainant and board members may question the accused student and witnesses.
 - viii. The board members, or hearing officer, will close the hearing to review and deliberate on the presented information and render a decision on responsibility.
 - ix. The chair of the hearing board or hearing officer will re-open the hearing and present their findings to the accused student.
 - x. If the student is found to be responsible as charged, the hearing board or hearing officer may reconvene to gather information to guide and support sanction recommendations. The board or hearing officer may question the Assistant Dean, Student Conduct as to any past record of misconduct.
 - xi. The chair of the hearing board or hearing officer will excuse the accused student and complaint and close the hearing for deliberations regarding sanction recommendations.
- l. The student conduct board chairperson or the hearing officer will provide the board's decisions on responsibility for the violation and recommendations for sanctions to the Assistant Dean, Student Conduct within 3 working days of the close of the hearing.
- m. The Assistant Dean, Student Conduct will provide the accused student with a final written decision within 3 college working days of receiving the hearing board or hearing officer's decision and recommendations. The Assistant Dean, Student Conduct will apprise student complainant's of sexual assault or other serious physical assault of the outcome of the hearing. The Office of Student Conduct will be responsible for monitoring the student's adherence in carrying out any/all remedies or sanctions imposed as the resolution of the conduct process.

- n. The formal rules of evidence shall not apply in Student Code of Conduct proceedings.
- o. The hearing, except for deliberations, shall be tape or digitally recorded. Upon request by the student, a written transcript will be provided at the student's expense. Personally identifiable information will be removed from the transcript. The record shall be the property of the University of Nevada, Reno, and will be maintained with the student's confidential conduct records within the Office of Student Conduct.
- p. If an accused student, after receiving notice, does not appear at a student conduct hearing, the information in support of the complaint shall be presented, considered, and acted upon regardless of the accused student's absence. Failure of the student to appear is not evidence that the student was responsible for the charge of misconduct.
- q. All student conduct boards, hearing officers, or Student Conduct Administrators, may accommodate concerns for personal safety, well-being, and or fears of confrontation, by the complainant, the accused, and/or witnesses, during the hearing or during the informal resolution process by providing the opportunity for the hearing body or student conduct administrator to receive the pertinent information and conduct conversations for the resolution of the case using methods other than requiring both parties to be present in the same room at the same time. Such options include: video conferencing, phone conferencing, or other means, as determined by the Assistant Dean, Student Conduct or the Student Conduct Administrator overseeing the scheduling and coordinating the hearing.

C. Appeals:

- 1. A decision on responsibility for a violation of the Student Code of Conduct and/or an associated sanction for the violation may be appealed by the accused student(s), student organization or student complainants of sexual assault or other serious physical assault within five college working days of the decision. Such appeals shall be in writing and delivered to the Associate Dean of Students or his or her designee. Grounds for an appeal are:
 - a. Deviations from procedures set forth which result in significant prejudice
 - b. The decision reached regarding the accused student was not based on a preponderance of the evidence: that it was more likely than not that the accused student violated the Code
 - c. The sanction(s) imposed were not appropriate for the violation of the Student Code of Conduct which the student or student organization was found to have committed
 - d. New information, either not available at the time of the hearing which is sufficient to alter a decision or other relevant facts not in the original conduct resolution, are identified
- 2. The Associate Dean of Students will review the appeal to determine if one or more of the grounds for an appeal has been met. If the Associate Dean finds that one or more of the stated grounds for an appeal have been met, he or she will then forward the appeal to the Assistant Dean, Student Conduct with the directive to impanel the Student Conduct Appeals Board. If the Associate Dean finds that none of the criteria for an appeal have been met, the matter is closed and the hearing board or hearing officer's decision is final.

3. Student Conduct Appeals Board - The Student Conduct Appeals Board is comprised of representatives from the Student Conduct Board not involved in the original hearing.
4. The Student Conduct Appeals Board shall review the statement of appeal, the original complaint of misconduct, recording of the hearing, decision and sanctioning recommendation, along with any other information and evidence that was part of the decision-making in the resolution of the conduct case, and will decide whether or not the appeal should be upheld. The Student Conduct Appeals Board may uphold the decision, may refer the case back or may hear the case as a new hearing board following student conduct hearing procedures described in section 5. If the appeal board re-hears the case, the decision is final. If the original board or officer re-hears the case, that decision is also final.

D. Sanctions:

Disciplinary sanctions are those actions imposed through informal resolution by a student conduct administrator or through formal resolution by a student conduct hearing officer or a student conduct board as a consequence of violations of the Student Code of Conduct. The purpose of a sanction is to educate an individual student on the impact of conduct violations on others in the university community, the importance of taking responsibility for resolving any concerns arising from the misconduct, and the needs of the community for resolution of the misconduct. Educational activities may be assigned to the student as a condition of his or her successful resolution of the violation(s). The educational purpose of sanctioning will ordinarily be the guiding force behind imposition of sanctions within the university disciplinary process. In some instances, however, the community's need to properly function outweighs the university's ability to educate an individual. In such a case, for the benefit of both the student and the community, suspension or expulsion from the university may result.

1. One or more of the following disciplinary sanctions may be imposed on a student found to have violated the Student Code of Conduct:
 - a. Warning: A notice, oral or written, that the student has violated the Student Code of Conduct.
 - b. Reprimand: A written reprimand for violation of specified regulations.
 - c. Restitution: Compensation for loss, damage, theft or misappropriation of property, or injuries sustained in an incident of student misconduct. This may take the form of appropriate service and/or monetary or material replacement.
 - d. Probation: Probation consists of a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation (s) during the probationary period.
 - e. Loss of Privileges: Denial of specified privileges for a designated period of time.
 - f. Discretionary and Educational Sanctions: Participation in specific educational programs, such as: alcohol and/or other drug educational intervention conferences, assessments, educational activities, such as: on-line instructional workshops; and work assignments or service to the university or the surrounding community; and other related discretionary assignments
 - g. Hold on transcript and/or registration: A hold restricts release of a student's transcript or access to registration until satisfactory completion of conditions or sanctions imposed by a student conduct officer or Student Conduct Board. Upon proof of satisfactory completion of the conditions or sanctions, the hold is released.

- h. No contact order. A prohibition of direct or indirect physical, verbal, and/or written contact with another individual or group.
- i. University Suspension. Exclusion for a definite period of time from attending classes and from participating in other activities of the University, as set forth in a written notice to the student. The official transcript of the student shall be marked "DISCIPLINARY SUSPENSION EFFECTIVE ____ TO ____." The parents or legal guardians of minor students shall be notified of the action. A student who is enrolled in his or her last semester before graduation, is not currently enrolled in the University and who was not registered during the previous semester, or who graduated at the end of the previous semester may request that the notation of the disciplinary suspension be removed from the official transcript when two years have elapsed since the expiration of the student's suspension. Such request must be submitted in writing to the president or his designee in accordance with NSHE Code S. 6.3.8. If the request is not granted, the student may submit a request for removal of the notation at yearly intervals thereafter.
- j. Deferred University Suspension. Separation of the student from the university, deferred until the close of the current semester or some other time frame necessary for review of student progress in addressing the conduct concern. This sanction is most often utilized for cases in which the student does not pose a safety concern and is participating in a university-designated intervention.
- k. University Expulsion. Termination of student registration and status for an indefinite period of time. Permission of the president shall be required for readmission. The official transcript of the student shall be marked "DISCIPLINARY EXPULSION EFFECTIVE ____." The parents or legal guardians of minor students shall be notified of the action. A student who is enrolled in his or her last semester before graduation, is not currently enrolled in the University and who was not registered during the previous semester, or who graduated at the end of the previous semester may request that the notation of the disciplinary expulsion be removed from the official transcript when four years have elapsed since the expiration of the student's expulsion or termination. Such request must be submitted in writing to the President or his designee in accordance with NSHE Code S. 6.3.8. If the request is not granted, the student may submit a request for removal of the notation at yearly intervals thereafter.
- l. Withholding of a Degree. Prior to the awarding of a degree, the University may withhold a degree from a student.

Please note: Students found responsible for an academic dishonesty violation may be subject to additional academic sanctions as stated within the Academic Standards Policy; and student organizations may be subject to sanctions as stated in the section on Student Organizations as set forth in Section E below:

1. More than one of the sanctions listed above may be imposed for any single violation.
2. Other than university expulsion, revocation, or withholding of a degree, disciplinary sanctions shall not be made part of the student's permanent transcript, but shall become part of the student's disciplinary record. The Family Education and Right to Privacy Act (FERPA) defines disciplinary records as education records. Disciplinary records are therefore protected from disclosure without written consent of the student or court order or as otherwise allowed by FERPA. Disciplinary records are stored within the Office of Student Conduct and maintained in compliance with FERPA and the Clery Act. Upon completion of the mandated time lines a student's disciplinary records are destroyed.

3. Upon graduation, the student's disciplinary record may be expunged of disciplinary actions other than residence hall expulsion, university suspension, university expulsion, revocation or withholding of a degree, upon application to the Assistant Dean, Student Conduct and approval by the president.

E. Student Organizations

Student organizations, either recognized through ASUN, the Graduate Student Association, or university departments, are required at all times to conduct themselves in accordance with the Student Code of Conduct. A student organization believed to be involved in any of the activities identified in these regulations or policies as misconduct may be reported to the Office of Student Conduct for an investigation of the activity in question.

Procedure for Student Organizations

The procedure for addressing a complaint filed through the Office of Student Conduct against a student organization is as follows:

1. The complaint is directed to the Assistant Dean, Student Conduct
2. A Student Conduct Administrator investigates the complaint
3. After the investigation of the complaint, the Student Conduct Administrator will determine whether the information supports the allegation of misconduct, and if so, may proceed with information resolution including the imposition of any of the sanction listed below.
4. The student organization may accept the decision or may request a hearing in front of a Student Conduct Hearing Board or Hearing Officer.
5. The hearing board will meet and determine if there has been a violation.
6. The procedures set forth in Section B-5 shall also apply to hearing on allegations against an organization.

Sanctions for student organizations include all those stated under "Sanctions" in addition to:

1. Probation for up to one academic year;
2. Prohibition from recruiting and/or accepting new members.
3. Prohibition from participating in university events, including but not limited to orientation, intramurals, and other campus activities.
4. Denial of use of university facilities.
5. Loss of recognition of the organization.

F. Emergency Removal

In certain circumstances, the president, or a designee, may impose a University suspension or Organization Loss of recognition prior to the resolution of a charge of student or student organization misconduct. This emergency removal includes the immediate removal from campus of a student or student organization for an interim period whenever the president determines that this is required to ensure the safety and well-being of members of the university community, Protect University property, or If the student poses an ongoing threat or disruption of, or interference with, the normal operations of the university.

The student or student organization shall be denied access to the campus, including classes and/or to all other university activities or privileges for which the student or student organization might otherwise be eligible, as the President or his/her designee may determine to be appropriate. During the time of the removal from campus, the student or student organization may not come onto university property for any reason other than meeting with the appropriate university official(s) regarding resolution of the emergency removal and the student conduct resolution.

Any student or student organization so removed shall be afforded an opportunity to a hearing on the emergency removal no later than 10 college working days following the removal unless the student or student organization agrees to delay the hearing to a later time. A student conduct hearing officer shall hold the hearing under the hearing procedures of the Student Code of Conduct.

The president's decision upon the hearing officer's recommendation shall be final.

The emergency removal does not replace the regular disciplinary process, which shall proceed on the normal schedule, up to and through a student conduct hearing, if required.

In circumstances where the student is removed for his or her own emotional and personal safety, a resolution on the decision regarding the student's removal from campus will be addressed within an informal meeting with the Assistant Dean, Student Conduct, with the goal of the meeting being the development of a plan for most effectively meeting the student's personal and scholarly needs as a continuing student.

G. Interpretation and Revision

Any question of interpretation or application of the Student Code of Conduct shall be referred to the Assistant Dean, Student Conduct or his or her designee for final interpretation.

Statement Addressing Domestic Violence and Dating Violence

The University of Nevada, Reno has established regulations and policies for student conduct that support the core educational mission of the University of Nevada Reno, students and student groups and/or organizations. The following conduct violates our university community standards and subjects a student, or a student group/organization to sanctions under the Student Code of Conduct. The following conduct is prohibited:

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim:

1. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
2. For the purpose of this definition:
 - A. Dating violence includes, but is not limited to, mental sexual or physical abuse or the threat of such abuse.
 - B. Dating violence does not include acts covered under the definition of domestic violence.
3. For the purpose of complying with the requirement of this section and section 668.41, any incident meeting this definition is considered a crime for the purpose of Clery Act reporting.

Domestic Violence:

1. A felony or misdemeanor crime of violence committed:
 - A. By a current or former spouse or intimate partner of the victim;
 - B. By a person with whom the victim shares a child in common;
 - C. By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
 - D. 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; or
 - E. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Student Disciplinary Procedures:

A. Complaint of Student Misconduct

Any member of the university community may file a complaint against a student for violations of the Student Code of Conduct. The complaint shall be prepared in writing and directed to the Assistant Dean, Student Conduct. Any complaint should be submitted as soon as possible after the alleged violation takes place, preferably within 30 days.

B. Resolution of a Student Misconduct Complaint

1. The Assistant Dean, Student Conduct or designee, (hereinafter Student Conduct Administrator) will review and investigate the complaint to determine if the information indicates actions which violate the student code of conduct. Upon determining that a complaint does indicate a violation(s) of the Student Code of Conduct, the Student Conduct Administrator, shall send the accused student a notice of allegation (s). The notice will present information obtained from the investigation, identify the alleged violations of the Student Code of Conduct, and instruct the student to schedule a conduct conference within 10 days of the notice.

- a. The notice may be hand delivered or mailed by regular United States mail to the student's address as identified within MYNEVADA. All mailed letters are considered delivered as of the United States Postal Service postdate.
- b. Students failing to respond to the notice will be sent a second notice via certified mail. Second notices may include forewarning that an administrative hold will be placed upon the accused student's transcripts and/or ability to register until such time that the student participates in the mandated conduct conference.
- c. Interim Directive- In appropriate circumstances the Assistant Dean, Student Conduct may impose an interim "No Contact" and/or "ban from participation" directive prior to a conduct conference. The Assistant Dean, Student Conduct may issue such a directive when the alleged misconduct poses a health and safety concern and/or a disruption to the educational environment.

2. Informal Resolution of the Complaint

The accused student shall attend a conduct conference and work with the Student Conduct Administrator to develop an appropriate informal resolution of the charges. In some cases, the accused student and the Student Conduct Administrator may "informally" resolve the complaint through agreement of responsibility, termination of allegations, mediation, conflict resolution, or educational conference. If the accused student and Student Conduct Administrator cannot reach agreement through informal resolution the complaint will be referred to the formal resolution process. An accused student has the right to request participation in the formal resolution process for a complaint of misconduct at any time during the informal resolution process.

3. Formal Resolution of the Complaint

The formal resolution of a complaint of student misconduct shall take place when an accused student does not agree to informal resolution by not accepting responsibility for a charge of misconduct, or by not accepting the sanctions proposed for resolution of misconduct. The formal resolution process involves a hearing before a student conduct board or a student conduct hearing officer. The accused student shall schedule a conference with the Student Conduct Administrator within ten days of the decision to initiate the formal resolution process. The purpose of the conference will be to:

- a. Identify and determine the most appropriate hearing option to be employed
- b. Review the hearing process and procedures
- c. Set a hearing date and time
 - i. The hearing shall occur within twenty-five days but no less than ten days from the conference.
 - ii. Maximum time limits for scheduling of student conduct hearings may be extended in writing at the discretion of the Assistant Dean, Student Conduct.

4. Impaneling a Board or Hearing Officer

The Assistant Dean, Student Conduct determines which Hearing Board or Student Conduct Hearing Officer will hear each case based on the alleged misconduct, the level of sanction (s) that may be considered and the needs of the accused student, alleged victim and campus community as a whole.

Student Conduct Hearing Officer: A Student Conduct Hearing Officer will be appointed from faculty members within the Office of Student Conduct, the Office of Residential Life, Housing and Food Services or trained University community members who will be responsible to the Assistant Dean, Student Conduct, and ultimately to the Vice President for Student Services, for all student conduct activities and decisions. The Student Conduct Hearing Officer hears cases involving students, student organizations or groups accused of violating the Student Code of Conduct. Whether a Student Conduct Hearing Officer will hear the matter rather than a Student Conduct Board will be determined by the Assistant Dean, Student Conduct. The Student Conduct Hearing Officer will be advised by an appointed Student Conduct Administrator not involved in the investigation or resolution of the alleged misconduct being heard by the officer.

Student Conduct Board: The Student Conduct Board hears cases involving students, student organizations or groups accused of violating the Student Code of Conduct. The board is comprised of trained University students and faculty members. The composition of the Student Conduct Board (student and/or faculty membership) for each hearing will be determined by the Assistant Dean, Student Conduct. Those hearings in which the potential for Suspension, Expulsion or Loss of recognition are being considered will include faculty membership. The Student Conduct Board will be advised by an appointed Student Conduct Administrator not involved in the investigation or resolution of the alleged misconduct being heard by the board.

5. Student conduct hearings shall be conducted according to the following procedures:
 - a. Student conduct hearings shall be closed unless the accused student requests an open hearing.
 - i. Disciplinary records, to include hearing proceedings, are part of a student's educational record. As such the privacy protections afforded to a student under the Federal Education Right to Privacy Act dictate the standards for a closed hearing.
 - ii. Requests by an accused student for an open hearing will be reviewed by the Assistant Dean, Student Conduct. Such requests will be granted if the overriding individual privacy needs of other students involved in the hearing are not violated, nor the hearing process itself.
 - b. The accused student has the right to be assisted by an advisor, as does the complainant, if desired. The advisor serves as a supporter and advisor during the conduct hearing. The accused student and the complainant are both responsible for presenting their own information, introducing witnesses, and answering questions throughout the hearing. When a student selects an advisor, in this process the advisor has no right to speak during the hearing. The advisor may be an attorney. If the advisor is an attorney, the Student Conduct Administrator must be informed five college working days before the hearing. The Assistant Dean, Student Conduct has sole discretion to allow for a delay in the hearing due to a scheduling conflict of an advisor. The hearing will run according to the university schedule and will not be delayed by another process off campus, unless in the discretion of the Assistant Dean, Student Conduct, such delay is deemed to be in the best interests of the parties or process.
 - c. The accused student(s), the complainant and any advisors shall be allowed to attend the all portions of the hearing, at which information is received, but may not be present during deliberations. Admission of any other person to the student conduct hearing shall be at the discretion of the student conduct board or hearing officer and/or the student conduct administrator.

- d. In student conduct hearings involving more than one accused student, the Student Conduct Administrator, in his or her discretion may permit the student conduct hearings to be conducted either separately or jointly.
- e. The accused student and complainant must notify the Assistant Dean, Student Conduct of witnesses no later than five college working days before the hearing. The Hearing Board Advisor will notify and invite to the hearing potential witnesses who are members of the University community, and who are identified by the accused student and/or complainant at least two college working days prior to the hearing. The Assistant Dean, Student Conduct has sole discretion to allow for a delay in the hearing due to a scheduling conflict of a witness. Witnesses will provide information to, and answer questions from, the student conduct board or hearing officer. To avoid confrontational situations during the hearing, the accused student and/or complainant shall verbally direct questions for the witness (es) to the chairperson of the conduct board or the hearing officer, who will then question the witness directly. The chairperson of the conduct board or the hearing officer will decide on the specific course of questioning and/or information sharing throughout the hearing.
- f. The accused student and complainant may present pertinent written statements, records, or other information for the hearing. These documents must be provided to the Hearing Board Advisor or hearing officer five college working days before the hearing.
- g. The accused student and the complainant have the right to review these documents two working days prior to the hearing. This review will take place within the Office of Student Conduct during normal working hours under the supervision of the Hearing Board Advisor. All documents are considered confidential and will not be reproduced or released for review outside of the Office of Student Conduct.
 - h. The members of the student conduct board or the hearing officer shall deliberate after the hearing has concluded, and shall determine whether or not the accused student has violated each section of the Student Code that the student is charged with having violated. This determination is made through consensus when possible, and if not possible, then by a simple majority vote of the board members.
- i. The student conduct board or hearing officer's determination shall be made on the basis of a preponderance of the evidence: whether it is more likely than not that the accused student violated the Student Code of Conduct.
- j. If the accused student is not found responsible for a violation, then the hearing is concluded. If the accused student is found responsible for one or more violations of the Student Code of Conduct, then the student conduct board or the hearing officer shall consider possible sanctions for the student after reviewing any prior violations of the Student Code of Conduct, the imposed sanctions and the completion of these sanctions. Possible sanctions to impose appear below in Section D. Sanctions.
- k. Order of processes in a hearing shall be:
 - i. In the hearing, the chair of the board or hearing officer will state the content of the report of alleged misconduct and the specific charges made.

- iii. The chair of the board or hearing officer may call identified witnesses on behalf of the complainant.
 - iv. The accused student and board members may question the complainant and witnesses.
 - v. The accused student will be asked to present information supporting their position against the allegation of misconduct.
 - vi. The chair of the board or hearing officer may call identified witnesses on behalf of the accused student.
 - vii. The complainant and board members may question the accused student and witnesses.
 - viii. The board members, or hearing officer, will close the hearing to review and deliberate upon the presented information and render a decision on responsibility.
 - ix. The chair of the hearing board or hearing officer will re-open the hearing and present their findings to the accused student.
 - x. If the student is found to be responsible as charged, the hearing board or hearing officer may reconvene to gather information to guide and support sanction recommendations. The board or hearing officer may question the Assistant Dean, Student Conduct as to any past record of misconduct.
 - xi. The chair of the hearing board or hearing officer will excuse the accused student and complaint and close the hearing for deliberations regarding sanction recommendations.
- l. The student conduct board chairperson or the hearing officer will provide the board's decisions on responsibility for the violation and recommendations for sanctions to the Assistant Dean, Student Conduct within 3 working days of the close of the hearing.
 - m. The Assistant Dean, Student Conduct will provide the accused student with a final written decision within 3 college working days of receiving the hearing board or hearing officer's decision and recommendations. The Assistant Dean, Student Conduct will apprise student complainant's of sexual assault or other serious physical assault of the outcome of the hearing. The Office of Student Conduct will be responsible for monitoring the student's adherence in carrying out any remedies or sanctions imposed as the resolution of the conduct process.
 - n. The formal rules of evidence shall not apply in Student Code of Conduct proceedings.
 - o. The hearing, except for deliberations, shall be tape or digitally recorded. Upon request by the student, a written transcript will be provided at the student's expense. Personally identifiable information will be removed from the transcript. The record shall be the property of the University of Nevada, Reno, and will be maintained with the student's confidential conduct records within the Office of Student Conduct.
 - p. If an accused student, after receiving notice, does not appear at a student conduct hearing, the information in support of the complaint shall be presented, considered, and acted on regardless of the accused student's absence. Failure of the student to appear is not evidence that the student was responsible for the charge of misconduct.

- q. All student conduct boards, hearing officers, or Student Conduct Administrators, may accommodate concerns for personal safety, well-being, and or fears of confrontation, by the complainant, the accused, and/or witnesses, during the hearing or during the informal resolution process by providing the opportunity for the hearing body or student conduct administrator to receive the pertinent information and conduct conversations for the resolution of the case using methods other than requiring both parties to be present in the same room at the same time. Such options include: video conferencing, phone conferencing, or other means, as determined by the Assistant Dean, Student Conduct or the Student Conduct Administrator overseeing the scheduling and coordinating the hearing.

C. Appeals:

1. A decision on responsibility for a violation of the Student Code of Conduct and/or an associated sanction for the violation may be appealed by the accused student(s), student organization or student complainants of sexual assault or other serious physical assault within 5 college working days of the decision. Such appeals shall be in writing and delivered to the Associate Dean of Students or his or her designee. Grounds for an appeal are:
 - a. Deviations from procedures set forth which result in significant prejudice.
 - b. The decision reached regarding the accused student was not based on a preponderance of the evidence: that it was more likely than not that the accused student violated the Code.
 - c. The sanction(s) imposed were not appropriate for the violation of the Student Code of Conduct which the student or student organization was found to have committed.
 - d. New information, either not available at the time of the hearing which is sufficient to alter a decision or other relevant facts not in the original conduct resolution, are identified.
2. The Associate Dean of Students will review the appeal to determine if one of more of the grounds for an appeal has been met. If the Associate Dean finds that one or more of the stated grounds for an appeal have been met, he or she will then forward the appeal to the Assistant Dean, Student Conduct with the directive to impanel the Student Conduct Appeals Board. If the Associate Dean finds that none of the criteria for an appeal have been meet, the matter is closed and the hearing board or hearing officer's decision is final.
3. Student Conduct Appeals Board - The Student Conduct Appeals Board is comprised of representatives from the Student Conduct Board not involved in the original hearing.
4. The Student Conduct Appeals Board shall review the statement of appeal, the original complaint of misconduct, recording of the hearing, decision and sanctioning recommendation, along with any other information and evidence that was part of the decision-making in the resolution of the conduct case, and will decide whether or not the appeal should be upheld. The Student Conduct Appeals Board may uphold the decision, may refer the case back or may hear the case as a new hearing board following student conduct hearing procedures described in section
5. If the appeal board re-hears the case, the decision is final. If the original board or officer re-hears the case, that decision is also final.

D. Sanctions:

Disciplinary sanctions are those actions imposed through informal resolution by a student conduct administrator or through formal resolution by a student conduct hearing officer or a student conduct board as a consequence of violations of the Student Code of Conduct. The purpose of a sanction is to educate an individual student on the impact of conduct violations on others in the University community, the importance of taking responsibility for resolving any concerns arising from the misconduct, and the needs of the community for resolution of the misconduct. Educational activities may be assigned to the student as a condition of his or her successful resolution of the violation(s). The educational purpose of sanctioning will ordinarily be the guiding force behind imposition of sanctions within the university disciplinary process. In some instances, however, the community's need to properly function outweighs the university's ability to educate an individual. In such a case, for the benefit of both the student and the community, suspension or expulsion from the university may result.

1. One or more of the following disciplinary sanctions may be imposed on a student found to have violated the Student Code of Conduct.
 - a. Warning: A notice, oral or written, that the student has violated the Student Code of Conduct
 - b. Reprimand: A written reprimand for violation of specified regulations
 - c. Restitution: Compensation for loss, damage, theft or misappropriation of property, or injuries sustained in an incident of student misconduct. This may take the form of appropriate service and/or monetary or material replacement.
 - d. Probation: Probation consists of a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
 - e. Loss of Privileges: Denial of specified privileges for a designated period of time.
 - f. Discretionary and Educational Sanctions: Participation in specific educational programs, such as: alcohol and/or other drug educational intervention conferences, assessments, educational activities, such as: on-line instructional workshops; and work assignments or service to the university or the surrounding community; and other related discretionary assignments
 - g. Hold on transcript and/or registration: A hold restricts release of a student's transcript or access to registration until satisfactory completion of conditions or sanctions imposed by a student conduct officer or Student Conduct Board. Upon proof of satisfactory completion of the conditions or sanctions, the hold is released.
 - h. No contact order. A prohibition of direct or indirect physical, verbal, and/or written contact with another individual or group.
 - i. University Suspension. Exclusion for a definite period of time from attending classes and from participating in other activities of the University, as set forth in a written notice to the student. The official transcript of the student shall be marked "DISCIPLINARY SUSPENSION EFFECTIVE ____ TO ____." The parents or legal guardians of minor students shall be notified of the action. A student who is enrolled in his or her last semester before graduation, is not currently enrolled in the University and who was not registered during the previous semester, or who graduated at the end of the previous semester may request that the notation of the disciplinary suspension be removed from the official transcript when two years have elapsed since the expiration of the student's suspension. Such request must be submitted in writing to the president or his designee in accordance with NSHE Code S. 6.3.8. If the request is not granted, the student may submit a request for removal of the notation at yearly intervals thereafter.

- j. **Deferred University Suspension:** Separation of the student from the university, deferred until the close of the current semester or some other time frame necessary for review of student progress in addressing the conduct concern. This sanction is most often utilized for cases in which the student does not pose a safety concern and is participating in a university-designated intervention.
- k. **University Expulsion:** Termination of student registration and status for an indefinite period of time. Permission of the president shall be required for readmission. The official transcript of the student shall be marked "DISCIPLINARY EXPULSION EFFECTIVE ____." The parents or legal guardians of minor students shall be notified of the action. A student who is enrolled in his or her last semester before graduation, is not currently enrolled in the University and who was not registered during the previous semester, or who graduated at the end of the previous semester may request that the notation of the disciplinary expulsion be removed from the official transcript when four years have elapsed since the expiration of the student's expulsion or termination. Such request must be submitted in writing to the President or his designee in accordance with NSHE Code S. 6.3.8. If the request is not granted, the student may submit a request for removal of the notation at yearly intervals thereafter
- l. **Withholding of a Degree:** Prior to the awarding of a degree, the University may withhold a degree from a student.

Please note: Students found responsible for an academic dishonesty violation may be subject to additional academic sanctions as stated within the Academic Standards Policy; and student organizations may be subject to sanctions as stated in the section on Student Organizations as set forth in Section E below.

- 1. More than one of the sanctions listed above may be imposed for any single violation.
- 2. Other than university expulsion, revocation, or withholding of a degree, disciplinary sanctions shall not be made part of the student's permanent transcript, but shall become part of the student's disciplinary record. The Family Education and Right to Privacy Act (FERPA) defines disciplinary records as education records. Disciplinary records are therefore protected from disclosure without written consent of the student or court order or as otherwise allowed by FERPA. Disciplinary records are stored within the Office of Student Conduct and maintained in compliance with FERPA and the Clery Act. Upon completion of the mandated time lines a student's disciplinary records are destroyed.
- 3. Upon graduation, the student's disciplinary record may be expunged of disciplinary actions other than residence hall expulsion, university suspension, university expulsion, revocation or withholding of a degree, upon application to the Assistant Dean, Student Conduct and approval by the president.

E. Student Organizations

Student organizations, either recognized through ASUN, the Graduate Student Association, or university departments, are required at all times to conduct themselves in accordance with the Student Code of Conduct. A student organization believed to be involved in any of the activities identified in these regulations or policies as misconduct may be reported to the Office of Student Conduct for an investigation of the activity in question.

Procedure for Student Organizations

The procedure for addressing a complaint filed through the Office of Student Conduct against a student organization is as follows:

1. The complaint is directed to the Assistant Dean, Student Conduct.
2. A Student Conduct Administrator investigates the complaint.
3. After the investigation of the complaint, the Student Conduct Administrator will determine whether the information supports the allegation of misconduct, and if so, may proceed with informal resolution including the imposition of any of the sanctions listed below.
4. The student organization may accept the decision or may request a hearing in front of a Student Conduct Hearing Board or Hearing Officer.
5. The hearing board will meet and determine if there has been a violation.
6. The procedures set forth in Section B-5 shall also apply to hearings on allegations against an organization.

Sanctions for Student Organizations include all those stated under "Sanctions," in addition to:

1. Probation for up to one academic year;
2. Prohibition from recruiting and/or accepting new members.
3. Prohibition from participating in university events, including but not limited to orientation, intramurals, and other campus activities.
4. Denial of use of university facilities.
5. Loss of recognition of the organization.

F. Emergency Removal

In certain circumstances, the president, or a designee, may impose a University suspension or Organization Loss of recognition prior to the resolution of a charge of student or student organization misconduct. This emergency removal includes the immediate removal from campus of a student or student organization for an interim period whenever the president determines that this is required to:

1. Ensure the safety and well-being of members of the university community,
2. Protect University property, or
3. If the student poses an ongoing threat or disruption of, or interference with, the normal operations of the university.

The student or student organization shall be denied access to the campus, including classes and/or to all other university activities or privileges for which the student or student organization might otherwise be eligible, as the President or his/her designee may determine to be appropriate. During the time of the removal from campus, the student or student organization may not come onto university property for any reason other than meeting with the appropriate university official(s) regarding resolution of the emergency removal and the student conduct resolution.

Any student or student organization so removed shall be afforded an opportunity to a hearing on the emergency removal no later than 10 college working days following the removal unless the student or student organization agrees to delay the hearing to a later time. A student conduct hearing officer shall hold the hearing under the hearing procedures of the Student Code of Conduct. The president's decision upon the hearing officer's recommendation shall be final.

The emergency removal does not replace the regular disciplinary process, which shall proceed on the normal schedule, up to and through a student conduct hearing, if required.

In circumstances where the student is removed for his or her own emotional and personal safety, a resolution on the decision regarding the student's removal from campus will be addressed within an informal meeting with the Assistant Dean, Student Conduct, with the goal of the meeting being the development of a plan for most effectively meeting the student's personal and scholarly needs as a continuing student.

G. Interpretation and Revision

Any question of interpretation or application of the Student Code of Conduct shall be referred to the Assistant Dean, Student Conduct or his or her designee for final interpretation.

The Student Code of Conduct shall be reviewed and updated each year under the direction of the Assistant Dean, Student Conduct.

Statement Addressing Stalking and Harassment

The University of Nevada, Reno has established regulations and policies for student conduct that support the core educational mission of the University of Nevada Reno, students and student groups and/or organizations. The following conduct violates our university community standards and subjects a student, or a student group/organization to sanctions under the Student Code of Conduct. The following conduct is prohibited:

Acts of sexual harassment: Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other visual, verbal or physical conduct of a sexual or gender bias nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic status;
2. Submission to or rejection of the conduct is used as a basis for academic or employment decisions or evaluations, or permission to participate in an activity; or
3. The conduct is severe, persistent, or pervasive and has the purpose or effect of substantially interfering with an individual's academic or work performance, or of creating an intimidating, hostile or offensive environment in which to work or to learn.

Sexual harassment may take many forms-subtle and indirect, or blatant and overt. For example,

- It may occur between individuals of the opposite sex or of the same sex.
- It may occur between students, between peers and/or co-workers, or between individuals in an unequal power relationship (such as by a supervisor with regard to a supervised employee or an instructor regarding a current student).
- It may be aimed at coercing an individual to participate in an unwanted sexual relationship or it may have the effect of causing an individual to change behavior or work performance.
- It may consist of repeated actions or may even arise from a single incident if sufficiently severe.
- It may also rise to the level of a criminal offense, such as battery or sexual violence.

Stalking:

1. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
 - a. Fear for the person's safety or the safety of others; or
 - b. Suffer substantial emotional distress.

For the purpose of this definition:

- a. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens or communicates to or about, a person, or interferes with a person's property.
- b. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- c. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Student Disciplinary Procedures:

A. Complaint of Student Misconduct

Any member of the university community may file a complaint against a student for violations of the Student Code of Conduct. The complaint shall be prepared in writing and directed to the Assistant Dean, Student Conduct. Any complaint should be submitted as soon as possible after the alleged violation takes place, preferably within 30 days.

B. Resolution of a Student Misconduct Complaint

1. The Assistant Dean, Student Conduct or designee, (hereinafter Student Conduct Administrator) will review and investigate the complaint to determine if the information indicates actions which violate the student code of conduct. Upon determining that a complaint does indicate violation(s) of the Student Code of Conduct, the Student Conduct Administrator shall send the accused student a notice of allegation(s). The notice will present information obtained from the investigation, identify the alleged violations of the Student Code of Conduct, and instruct the student to schedule a conduct conference within 10 days of the notice.

a. The notice may be hand delivered or mailed by regular United States mail to the student's address as identified within MYNEVADA. All mailed letters are considered delivered as of the United States Postal Service postdate.

b. Students failing to respond to the notice will be sent a second notice via certified mail. Second notices may include forewarning that an administrative hold will be placed upon the accused student's transcripts and/or ability to register until such time that the student participates in the mandated conduct conference.

c. Interim Directive- In appropriate circumstances the Assistant Dean, Student Conduct may impose an interim "No Contact" and/or "ban from participation" directive prior to a conduct conference. The Assistant Dean, Student Conduct may issue such a directive when the alleged misconduct poses a health and safety concern and/or a disruption to the educational environment.

2. Informal Resolution of the Complaint

The accused student shall attend a conduct conference and work with the Student Conduct Administrator to develop an appropriate informal resolution of the charges. In some cases, the accused student and the Student Conduct Administrator may "informally" resolve the complaint through agreement of responsibility, termination of allegations, mediation, conflict resolution, or educational conference. If the accused student and Student Conduct Administrator cannot reach agreement through informal resolution the complaint will be referred to the formal resolution process. An accused student has the right to request participation in the formal resolution process for a complaint of misconduct at any time during the informal resolution process.

3. Formal Resolution of the Complaint

The formal resolution of a complaint of student misconduct shall take place when an accused student does not agree to informal resolution by not accepting responsibility for a charge of misconduct, or by not accepting the sanctions proposed for resolution of misconduct. The formal resolution process involves a hearing before a student conduct board or a student conduct hearing officer. The accused student shall schedule a conference with the Student Conduct Administrator within ten days of the decision to initiate the formal resolution process.

The purpose of the conference will be to:

- a. Identify and determine the most appropriate hearing option to be employed
- b. Review the hearing process and procedures
- c. Set a hearing date and time
 - i. The hearing shall occur within twenty-five days but no less than ten days from the conference.
 - ii. Maximum time limits for scheduling of student conduct hearings may be extended in writing at the discretion of the Assistant Dean, Student Conduct.

4. Impaneling a Board or Hearing Officer

The Assistant Dean, Student Conduct determines which Hearing Board or Student Conduct Hearing Officer will hear each case based on the alleged misconduct, the level of sanction(s) that may be considered and the needs of the accused student, alleged victim and campus community as a whole.

Student Conduct Hearing Officer: A Student Conduct Hearing Officer will be appointed from faculty members within the Office of Student Conduct, the Office of Residential Life, Housing and Food Services or trained University community members who will be responsible to the Assistant Dean, Student Conduct, and ultimately to the Vice President for Student Services, for all student conduct activities and decisions. The Student Conduct Hearing Officer hears cases involving students, student organizations or groups accused of violating the Student Code of Conduct. Whether a Student Conduct Hearing Officer will hear the matter rather than a Student Conduct Board will be determined by the Assistant Dean, Student Conduct. The Student Conduct Hearing Officer will be advised by an appointed Student Conduct Administrator not involved in the investigation or resolution of the alleged misconduct being heard by the officer.

Student Conduct Board: The Student Conduct Board hears cases involving students, student organizations or groups accused of violating the Student Code of Conduct. The board is comprised of trained University students and faculty members. The composition of the Student Conduct Board (student and/or faculty membership) for each hearing will be determined by the Assistant Dean, Student Conduct. Those hearings in which the potential for Suspension, Expulsion or Loss of recognition are being considered will include faculty membership. The Student Conduct Board will be advised by an appointed Student Conduct Administrator not involved in the investigation or resolution of the alleged misconduct being heard by the board.

5. Student conduct hearings shall be conducted according to the following procedures

- a. Student conduct hearings shall be closed unless the accused student requests an open hearing.
 - i. Disciplinary records, to include hearing proceedings, are part of a student's educational record. As such, the privacy protections afforded to a student under the Federal Education Right to Privacy Act dictate the standards for a closed hearing.
 - ii. Requests by an accused student for an open hearing will be reviewed by the Assistant Dean, Student Conduct. Such requests will be granted if the overriding individual privacy needs of other students involved in the hearing are not violated, nor the hearing process itself.

- b. The accused student has the right to be assisted by an advisor, as does the complainant, if desired. The advisor serves as a supporter and advisor during the conduct hearing. The accused student and the complainant are both responsible for presenting their own information, introducing witnesses, and answering questions throughout the hearing. When a student selects an advisor, in this process the advisor has no right to speak during the hearing. The advisor may be an attorney. If the advisor is an attorney, the Student Conduct Administrator must be informed 5 college working days before the hearing. The Assistant Dean, Student Conduct has sole discretion to allow for a delay in the hearing due to a scheduling conflict of an advisor. The hearing will run according to the university schedule and will not be delayed by another process off campus, unless in the discretion of the Assistant Dean, Student Conduct, such delay is deemed to be in the best interests of the parties or process.
- c. The accused student(s), the complainant and any advisors shall be allowed to attend all portions of the hearing, at which information is received, but may not be present during deliberations. Admission of any other person to the student conduct hearing shall be at the discretion of the student conduct board or hearing officer and/or the student conduct administrator.
- d. In student conduct hearings involving more than one accused student, the Student Conduct Administrator, in his or her discretion may permit the student conduct hearings to be conducted either separately or jointly.
- e. The accused student and complainant must notify the Assistant Dean, Student Conduct of witnesses no later than 5 college working days before the hearing. The Hearing Board Advisor will notify and invite to the hearing potential witnesses who are members of the University community, and who are identified by the accused student and/or complainant at least 2 college working days prior to the hearing. The Assistant Dean, Student Conduct has sole discretion to allow for a delay in the hearing due to a scheduling conflict of a Witness. Witnesses will provide information to, and answer questions from, the student conduct board or hearing officer. To avoid confrontational situations during the hearing, the accused student and/or complainant shall verbally direct questions for the witness(es) to the chairperson of the conduct board or the hearing officer, who will then question the witness directly. The chairperson of the conduct board or the hearing officer will decide on the specific course of questioning and/or information sharing throughout the hearing.
- f. The accused student and complainant may present pertinent written statements, records, or other information for the hearing. These documents must be provided to the Hearing Board Advisor or hearing officer 5 college working days before the hearing.
- g. The accused student and the complainant have the right to review these documents 2 working days prior to the hearing. This review will take place within the Office of Student Conduct during normal working hours under the supervision of the Hearing Board Advisor. All documents are considered confidential and will not be reproduced or released for review outside of the Office of Student Conduct.
- h. The members of the student conduct board or the hearing officer shall deliberate after the hearing has concluded, and shall determine whether or not the accused student has violated each section of the Student Code that the student is charged with having violated. This determination is made through consensus when possible, and if not possible, then by a simple majority vote of the board members.
- i. The student conduct board or hearing officer's determination shall be made on the basis of a preponderance of the evidence: whether it is more likely than not that the accused student violated the Student Code of Conduct.

- j. If the accused student is not found responsible for a violation, then the hearing is concluded. If the accused student is found responsible for one or more violations of the Student Code of Conduct, then the student conduct board or the hearing officer shall consider possible sanctions for the student after reviewing any prior violations of the Student Code of Conduct, the imposed sanctions and the completion of these sanctions. Possible sanctions to impose appear below in Section D. Sanctions.
- k. Order of processes in a hearing shall be:
 - i. In the hearing, the chair of the board or hearing officer will state the content of the report of alleged misconduct and the specific charges made.
 - ii. The complainant will be asked to present information supporting the allegation of misconduct against the accused student.
 - iii. The chair of the board or hearing officer may call identified witnesses on behalf of the complainant.
 - iv. The accused student and board members may question the complainant and witnesses.
 - v. The accused student will be asked to present information supporting their position against the allegation of misconduct.
 - vi. The chair of the board or hearing officer may call identified witnesses on behalf of the accused student.
 - vii. The complainant and board members may question the accused student and witnesses.
 - viii. The board members, or hearing officer, will close the hearing to review and deliberate upon the presented information and render a decision on responsibility.
 - ix. The chair of the hearing board or hearing officer will re-open the hearing and present their findings to the accused student.
 - x. If the student is found to be responsible as charged, the hearing board or hearing officer may re-convene to gather information to guide and support sanction recommendations. The board or hearing officer may question the Assistant Dean, Student Conduct as to any past record of misconduct.
 - xi. The chair of the hearing board or hearing officer will excuse the accused student and complaint and close the hearing for deliberations regarding sanction recommendations.
- l. The student conduct board chairperson or the hearing officer will provide the board's decisions on responsibility for the violation and recommendations for sanctions to the Assistant Dean, Student Conduct within 3 working days of the close of the hearing.

- m. The Assistant Dean, Student Conduct will provide the accused student with a final written decision within 3 college working days of receiving the hearing board or hearing officer's decision and recommendations. The Assistant Dean, Student Conduct will apprise student complainant's of sexual assault or other serious physical assault of the outcome of the hearing. The Office of Student Conduct will be responsible for monitoring the student's adherence in carrying out any/all remedies or sanctions imposed as the resolution of the conduct process.
- n. The formal rules of evidence shall not apply in Student Code of Conduct proceedings
- o. The hearing, except for deliberations, shall be tape or digitally recorded. Upon request by the student, a written transcript will be provided at the student's expense. Personally identifiable information will be removed from the transcript. The record shall be the property of the University of Nevada, Reno, and will be maintained with the student's confidential conduct records within the Office of Student Conduct.
- p. If an accused student, after receiving notice, does not appear at a student conduct hearing, the information in support of the complaint shall be presented, considered, and acted on regardless of the accused student's absence. Failure of the student to appear is not evidence that the student was responsible for the charge of misconduct.
- q. All student conduct boards, hearing officers, or Student Conduct Administrators, may accommodate concerns for personal safety, well-being, and or fears of confrontation, by the complainant, the accused, and/or witnesses, during the hearing or during the informal resolution process by providing the opportunity for the hearing body or student conduct administrator to receive the pertinent information and conduct conversations for the resolution of the case using methods other than requiring both parties to be present in the same room at the same time. Such options include: video conferencing, phone conferencing, or other means, as determined by the Assistant Dean, Student Conduct or the Student Conduct Administrator overseeing the scheduling and coordinating the hearing.

C. Appeals:

1. A decision on responsibility for a violation of the Student Code of Conduct and/or an associated sanction for the violation may be appealed by the accused student(s), student organization or student complainants of sexual assault or other serious physical assault within 5 college working days of the decision. Such appeals shall be in writing and delivered to the Associate Dean of Students or his or her designee. Grounds for an appeal are:
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 - b. The decision reached regarding the accused student was not based on a preponderance of the evidence: that it was more likely than not that the accused student violated the Code.
 - c. The sanction(s) imposed were not appropriate for the violation of the Student Code of Conduct which the student or student organization was found to have committed.
 - d. New information, either not available at the time of the hearing which is sufficient to alter a decision or other relevant facts not in the original conduct resolution, are identified.
2. The Associate Dean of Students will review the appeal to determine if one of more of the grounds for an appeal has been met. If the Associate Dean finds that one or more of the stated grounds for an appeal have been met, he or she will then forward the appeal to the Assisant Dean, Student Conduct with the directive to impanel the Student Conduct Appeals Board.

If the Associate Dean finds that none of the criteria for an appeal have been met, the matter is closed and the hearing board or hearing officer's decision is final.

3. Student Conduct Appeals Board - The Student Conduct Appeals Board is comprised of representatives from the Student Conduct Board not involved in the original hearing.
4. The Student Conduct Appeals Board shall review the statement of appeal, the original complaint of misconduct, recording of the hearing, decision and sanctioning recommendation, along with any other information and evidence that was part of the decision-making in the resolution of the conduct case, and will decide whether or not the appeal should be upheld. The Student Conduct Appeals Board may uphold the decision, may refer the case back or may hear the case as a new hearing board following student conduct hearing procedures described in section 5. If the appeal board re-hears the case, the decision is final. If the original board or officer re-hears the case, that decision is also final.

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 - c. Restitution: Compensation for loss, damage, theft or misappropriation of property, or injuries sustained in an incident of student misconduct. This may take the form of appropriate service and/or monetary or material replacement.
 - d. Probation: Probation consists of a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
 - e. Loss of Privileges: Denial of specified privileges for a designated period of time.
 - f. Discretionary and Educational Sanctions: Participation in specific educational programs, such as: alcohol and/or other drug educational intervention conferences, assessments, educational activities, such as: on-line instructional workshops; and work assignments or service to the university or the surrounding community; and other related discretionary assignments

- g. Hold on transcript and/or registration: A hold restricts release of a student's transcript or access to registration until satisfactory completion of conditions or sanctions imposed by a student conduct officer or Student Conduct Board. Upon proof of satisfactory completion of the conditions or sanctions, the hold is released.
- h. No contact order: A prohibition of direct or indirect physical, verbal, and/or written contact with another individual or group.
- i. University Suspension: Exclusion for a definite period of time from attending classes and from participating in other activities of the University, as set forth in a written notice to the student. The official transcript of the student shall be marked "DISCIPLINARY SUSPENSION EFFECTIVE ____ TO ____." The parents or legal guardians of minor students shall be notified of the action. A student who is enrolled in his or her last semester before graduation, is not currently enrolled in the University and who was not registered during the previous semester, or who graduated at the end of the previous semester may request that the notation of the disciplinary suspension be removed from the official transcript when two years have elapsed since the expiration of the student's suspension. Such request must be submitted in writing to the president or his designee in accordance with NSHE Code S. 6.3.8. If the request is not granted, the student may submit a request for removal of the notation at yearly intervals thereafter.
- j. Deferred University Suspension: Separation of the student from the university, deferred until the close of the current semester or some other time frame necessary for review of student progress in addressing the conduct concern. This sanction is most often utilized for cases in which the student does not pose a safety concern and is participating in a university-designated intervention.
- k. University Expulsion: Termination of student registration and status for an indefinite period of time. Permission of the president shall be required for readmission. The official transcript of the student shall be marked "DISCIPLINARY EXPULSION EFFECTIVE ____." The parents or legal guardians of minor students shall be notified of the action. A student who is enrolled in his or her last semester before graduation, is not currently enrolled in the University and who was not registered during the previous semester, or who graduated at the end of the previous semester may request that the notation of the disciplinary expulsion be removed from the official transcript when four years have elapsed since the expiration of the student's expulsion or termination. Such request must be submitted in writing to the President or his designee in accordance with NSHE Code S. 6.3.8. If the request is not granted, the student may submit a request for removal of the notation at yearly intervals thereafter
- l. Withholding of a Degree: Prior to the awarding of a degree, the University may withhold a degree from a student.

Please note: Students found responsible for an academic dishonesty violation may be subject to additional academic sanctions as stated within the Academic Standards Policy; and student organizations may be subject to sanctions as stated in the section on Student Organizations as set forth in Section E below.

1. More than one of the sanctions listed above may be imposed for any single violation.
2. Other than university expulsion, revocation, or withholding of a degree, disciplinary sanctions shall not be made part of the student's permanent transcript, but shall become part of the student's disciplinary record. The Family Education and Right to Privacy Act (FERPA) defines disciplinary records as education records.

Disciplinary records are therefore protected from disclosure without written consent of the student or court order or as otherwise allowed by FERPA. Disciplinary records are stored within the Office of Student Conduct and maintained in compliance with FERPA and the Clery Act. Upon completion of the mandated time lines a student's disciplinary records are destroyed

3. Upon graduation, the student's disciplinary record may be expunged of disciplinary actions other than residence hall expulsion, university suspension, university expulsion, revocation or withholding of a degree, upon application to the Assistant Dean, Student Conduct and approval by the president.

E. Student Organizations

Student organizations, either recognized through ASUN, the Graduate Student Association, or university departments, are required at all times to conduct themselves in accordance with the Student Code of Conduct. A student organization believed to be involved in any of the activities identified in these regulations or policies as misconduct may be reported to the Office of Student Conduct for an investigation of the activity in question.

Procedure for Student Organizations

The procedure for addressing a complaint filed through the Office of Student Conduct against a student organization is as follows:

1. The complaint is directed to the Assistant Dean, Student Conduct.
2. A Student Conduct Administrator investigates the complaint.
3. After the investigation of the complaint, the Student Conduct Administrator will determine whether the information supports the allegation of misconduct, and if so, may proceed with informal resolution including the imposition of any of the sanctions listed below.
4. The student organization may accept the decision or may request a hearing in front of a Student Conduct Hearing Board or Hearing Officer.
5. The hearing board will meet and determine if there has been a violation.
6. The procedures set forth in Section B-5 shall also apply to hearings on allegations against an organization.

Sanctions for Student Organizations include all those stated under "Sanctions", in addition to:

1. Probation for up to one academic year;
2. Prohibition from recruiting and/or accepting new members.
3. Prohibition from participating in university events, including but not limited to orientation, intramurals, and other campus activities.
4. Denial of use of university facilities.
5. Loss of recognition of the organization.

F. Emergency Removal

In certain circumstances, the president, or a designee, may impose a University suspension or Organization Loss of recognition prior to the resolution of a charge of student or student organization misconduct. This emergency removal includes the immediate removal from campus of a student or student organization for an interim period whenever the president determines that this is required to:

1. Ensure the safety and well-being of members of the university community,
2. Protect University property, or
3. If the student poses an ongoing threat or disruption of, or interference with, the normal operations of the university..

The student or student organization shall be denied access to the campus, including classes and/or to all other university activities or privileges for which the student or student organization might otherwise be eligible, as the President or his/her designee may determine to be appropriate. During the time of the removal from campus, the student or student organization may not come onto university property for any reason other than meeting with the appropriate university official(s) regarding resolution of the emergency removal and the student conduct resolution.

Any student or student organization so removed shall be afforded an opportunity to a hearing on the emergency removal no later than 10 college working days following the removal unless the student or student organization agrees to delay the hearing to a later time. A student conduct hearing officer shall hold the hearing under the hearing procedures of the Student Code of Conduct. The president's decision upon the hearing officer's recommendation shall be final.

The emergency removal does not replace the regular disciplinary process, which shall proceed on the normal schedule, up to and through a student conduct hearing, if required.

In circumstances where the student is removed for his or her own emotional and personal safety, a resolution on the decision regarding the student's removal from campus will be addressed within an informal meeting with the Assistant Dean, Student Conduct, with the goal of the meeting being the development of a plan for most effectively meeting the student's personal and scholarly needs as a continuing student.

G. Interpretation and Revision

Any question of interpretation or application of the Student Code of Conduct shall be referred to the Assistant Dean, Student Conduct or his or her designee for final interpretation.

The Student Code of Conduct shall be reviewed and updated each year under the direction of the Assistant Dean, Student Conduct.

Title IX Information

If you believe you have been subjected to unwelcome sexual advances, sexual coercion, requests for sexual favors, and/or sexually motivated physical, verbal, or nonverbal conduct, or other conduct of a sexual nature, there are campus resources and services available to you. The university will also implement interim measures to ensure the safety and well-being of those who have been subjected to this behavior. Please immediately contact:

UNR EQUAL OPPORTUNITY AND TITLE IX

775-784-1547

If you have been sexually assaulted or someone has attempted to sexually assault you, immediately contact:

UNR POLICE SERVICES

775- 745-6195 or 911

The University of Nevada, Reno, strictly prohibits sexual harassment and discrimination. Sexual harassment in educational institutions is a form of sex-based discrimination prohibited by Titles VII and IX. Sexual harassment involves conduct of a sexual nature that is unwelcome and offensive to both the recipient and a reasonable person. Sexual harassment can interfere with a student's academic performance, an employee's work performance and their emotional and physical well-being.



Text of Title IX

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

Signed into law in 1972, Title IX created major changes in our education system such that women and girls found new opportunities both in classrooms and on athletic fields.

Quote from National Organization of Women (NOW) website

Statement Addressing Sex Offender Registration

Section 1601 of Public Law 106-386 requires all sex offenders who are employees of, students of, or visitors to the University of Nevada Reno, to register with University Police Services. This includes employees of private contractors or other public entities who work at the university.

In addition to the federal laws requiring offender registration, the Nevada Revised Statutes also require offenders to register in any jurisdiction in which they will have a presence.

Offenders are assigned Level Numbers based on the details of the crime for which they are charged. Levels are set by the federal government and guidelines are given to the state Attorney General's Office. Nevada Statutes are: 179D.730 explaining the levels of notification for sex offenders, and 179D.720 explaining the criteria for assessment.

Information on sex offenders who are students, employees or guests of the university may be obtained by contacting University Police Services at the number listed below. Other Sex Offender information is available on the police website at <http://www.unr.edu/police/data-center/clery-legal-info>, or the Nevada Department of Public Safety through a link to the Nevada State Sex Offender Registry: www.nvrepository.state.nv.us/sor_nav.shtml.

Anyone needing to register must register with University of Nevada, Reno Police Services in the Fitzgerald Student Services Building. Please call 775-784-4013 Mon-Fri 8:00 am to 5:00 pm (excluding holidays when the office is closed) to schedule an appointment or if you have questions about this process.

Statement Addressing Criminal Activity Off Campus

Student Code of Conduct - Authority

NSHE Code 6.1.1 authorizes the University of Nevada, Reno, to establish this Code of Conduct. The President of the University of Nevada, Reno, through the Vice President for Student Services, will designate appropriate individuals or entities to administer the University student disciplinary system.

The Director of Student Conduct has been designated to represent the University in student disciplinary matters for undergraduate and graduate students in all campus degree programs with the exception of those students enrolled in the University of Nevada School of Medicine, which has authority for providing student conduct standards and disciplinary procedures for its students. The Director of Student Conduct will be responsible for the coordination of the activities of the University student discipline system for the remainder of the University of Nevada, Reno, campus and will report to the Vice President for Student Services or his/her designee. The administrative faculty members in the Office of Student Conduct and of the Office of Housing, Residential Life and Food Services shall be responsible for monitoring student compliance with all discipline conditions and sanctions imposed through the disciplinary process and shall maintain all official student disciplinary records.

The scope of authority of the University extends to persons identified as students because of their status as enrolled in the institution on a part-time, full-time, or auditing basis. This scope of authority also extends to persons with a continued intent to pursue an education at the University of Nevada, Reno, which includes, but is not limited to the following: persons participating in orientation programs, persons participating in early-start programs, and incidents involving current students that occur between terms and during vacation periods.

Every student shall be responsible for his or her conduct from the time of application for admission through the actual awarding of a degree, even when conduct occurs before classes begin or after classes end, such as during periods between terms.



The Student Code of Conduct shall apply to a student's conduct even if the student withdraws from school while a disciplinary case is pending. When a student leaves the University, any unresolved complaints of alleged student misconduct will be reviewed and addressed upon the student's return. If there were circumstances involving a student graduate of the University who is found to have been involved in action, which directly affects the status of his or her degree and/or the University community, then the University would invoke its authority to resolve the incident through a review of, and possible action to modify, the student's status and record.

The authority of the University to address student conduct concerns involves all students while they are: present on premises owned by the University, in off-campus buildings used by students through their association with a student organization recognized by the university, or at another site for an academic or extracurricular University-related experience. This authority extends to off-campus conduct that adversely affects the University community and /or the pursuit of its objectives, and where it adversely affects the health, safety, or security of any member of the University.



Students in a common area in university housing

DAILY CRIME LOG

A daily log of reported crimes is maintained by the records section in accordance with the Clery Act. The crime log includes the type of incident, reported date and time of occurrence and general location as well as the disposition of the incident, if this information is known.

University Police Services also submits the crime log, via e-mail, to the campus newspaper, The Nevada Sagebrush. The crime log is available to be viewed by the public at the Police Services Office in the Fitzgerald Student Services Building Monday - Friday 8:00 am to 5:00 pm (excluding holidays on which university offices are closed).

Please contact our office if you have an immediate need to view the log.

Important Numbers to Know

University Police

Emergency: Non-Campus Phone: **911** (Campus Phone: **9-911**)

Non-Emergency: **775-334-2677**

Business Office: **775-784-4013**

ASUN Campus Escort: **775-742-6808**

Fall hours: Aug 22—Nov 6, 7:00 pm—1:00 am

Nov 7—Mar 11, 5:00 pm—1:00 am

Closed Thanksgiving and Winter Break

Spring hours: Mar 21—May 13, 7:00 pm—1:00 am

Student Cadets—Mid Campus: **775-745-7505**

Mon-Fri 6:00-12:00 pm

(JCSU to North Lots)

Student Cadets—South Campus: **775-742-6808**

Mon—Fri 6:00-12:00 pm

(Knowledge Center to 9th St.)

Counseling Services: **775-784-4648**

Crisis Call Center (24 Hours) **775-784-8090**

www.crisiscenter.org or Text “answer” to 839863

ASUN Legal Services: **775-784-6132**

Student Conduct: **775-784-4388**

Substance Abuse Programs

University Police Web Site: www.unr.edu/police

Sign up for Text Alerts: www.unr.edu/alerts

Statement Addressing Security Awareness Programs

During orientation throughout the summer months, students are informed of services offered by University Police Services. Video and Power Point presentations outline ways to maintain personal safety and residence hall security. Students are told about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees.

Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis. Periodically during the academic year, University Police Services, in cooperation with other university organizations and departments, presents crime prevention awareness sessions on sexual assault (rape and acquaintance rape), drug and alcohol abuse, theft, and vandalism, as well as programs on personal safety and residence hall security. Students and employees are encouraged to be aware of their responsibility for their own security and the security of others.

In addition, information is disseminated to students and employees through crime prevention awareness print materials, videos from our website, and through Facebook and Twitter feeds.

When time is of the essence, information is released to the university community through campus alerts sent via Text Alerts, campus e-mail, reverse 9-1-1, Wolf Pack Radio, campus monitors and local media outlets. To sign up for emergency alerts, go to www.unr.edu/alerts.



University Police participate in resource fairs for students throughout the year to provide safety information. Pictured above is New Student Move in Day



Campus Escort provides safe rides for students, faculty and staff to and from areas immediately

Timely Warning

The purpose of this policy is to provide to students, faculty, staff and visitors timely notification of crimes that may present a threat to the campus community; and to heighten safety awareness.

It is the policy of this department to maintain compliance with applicable features of the Jeanne Clery Act, 20 U.S.C. § 1092(f), Disclosure of Campus Security Policy, as mandated by the United States Department of Education.

PROCEDURE

Any department member who encounters or becomes aware of an incident or situation which may present danger to the campus community, must report the situation to a Commander or the Director of Police Services as soon as possible.

Examples may include, but are not limited to: shootings, sexual assaults, armed suspects possibly on campus or near campus, hostage situations; shots fired calls, hazardous chemical spills, etc.

Any crime or situation which may present a potential threat to the campus community **MUST** be reported to the campus community as soon as possible. Reporting is to include campus buildings and facilities, non-campus buildings, property, and public property within or immediately adjacent to, and accessible from, the main campus. Properties may include buildings and/or property owned or controlled by student organizations that are officially recognized by the institution; or any building or property owned or controlled by the institution and used in direct support of, or in relation to, the institution's educational purposes. Reporting requirements include properties which are frequently used by students which may or may not be within contiguous geographic proximity to the main campus.

Some examples of non-campus properties meeting the reporting requirements are: research facilities, university owned medical clinics, off campus student housing facilities owned by a third party (having written contracts with the university to provide student housing, to include 2800 Enterprise, College Park; The Highlands) and institutionally owned research facilities.

The Director of Police Services or his/her designee may make the final determination of when a Campus Crime Alert will be issued and disseminated, on a case by case basis.

When a Crime Alert is issued, it is the responsibility of the Director of Police Services or in his absence, by the on-scene commander, to cause immediate notification to the representatives of the University President's Office, Vice President of Administration and Finance, the Student Services office, and the Office of University Communications.

Determining whether to issue a Crime Alert for non-Clery Act crimes shall be evaluated on a case by case basis, taking into account both the frequency of the offense and the likelihood of additional occurrence.

The following are also authorized to disseminate alerts:

- Commanders of Police Services
- Emergency Management Coordinator
- Vice President of Administration and Finance
- Vice President of Student Services

Crime Alert notifications will contain the phrase "Crime Alert" in the subject line. The body of the alert will include information regarding the Clery Act requirement, the corresponding university case number (i.e., UNRPD Case Number: UN10101), a short description of the crime or incident giving the time and date, location, reported offense, suspect description, weapon used (if any), and suspect vehicle (if any) and method of operation (MO) used to facilitate the crime.

The alert should also include personal safety information to aid members of the university community in protecting themselves from becoming victims of a similar crime and promoting overall safety.

Methods of dissemination may include, but are not limited to, electronic distribution through mass email, text messaging, Wolf Pack radio, posting of hard copies in public areas, posting on university and public safety web sites, voice mail recordings, campus monitors, reverse 911 and dissemination via local media outlets and social media.

If appropriate, status updates as to the resolution and/or unfounded status of the crime or issued Crime Alert will be similarly disseminated and updated as soon as possible.

Reporting Members of the community who know of a crime or other serious incident should report that incident as soon as possible to the University Police Services, so a determination can be made as to issuing an alert.



Emergency Text and Email Messaging System

The University of Nevada, Reno offers an emergency messaging system, Emergency Alerts, available to faculty, staff and students.

The program sends a text and/or email message to all enrolled cell phones and email accounts in the event of an emergency at the University. The system is only used during an emergency or unexpected closing of the University.

» **Get started now or Manage Your Account:** www.unr.edu/alerts

About the service

As part of the University of Nevada, Reno's emergency preparedness planning, students, faculty and staff can receive emergency text and email alerts in addition to traditional forms of notification. The University employs text and email messaging as another solution for communicating swiftly and effectively in the event of an extreme emergency on campus.

In addition to a validation message when you sign up for the service, you will receive a test message at least once per semester to ensure that the service is working as expected. The University will only use the service to send emergency/life-threatening or unexpected campus closure alerts.

Available to all students, faculty and staff

All students, faculty and staff are encouraged to sign up for Emergency Alerts. Users who elect this option and provide contact information may be assured that all of the information provided is private and will not be shared. A valid University of Nevada, Reno NetID is required to access this service.

You must opt-in to this service

Students are not automatically entered into the system and also must register. All participants need to update cell numbers and email addresses manually if their contact information changes. This is an opt-in service that requires biennial renewal. At the end of two years you will be sent a message requesting an extension of your enrollment. If you do not respond within 30 days you will be dropped from the alerts system.

The service is provided at no additional fee from the University. **Participants may need to pay for incoming text messages as part of their regular phone plan.** Use of Emergency Alerts is rare as they are activated only in emergency situations.

More information

As with all methods of emergency communication, it is important to remember that Emergency Alerts is just one of the many ways that the University contacts its campus community when an extreme emergency occurs on our campus.

Emergency Alerts complements emergency communications and University closure notifications already in place, including campus-wide emergency email, the University's website, reverse 911 and communications with the local print and electronic media.

Emergency Notifications

In the event of a serious or emergency situation which poses an immediate threat to the health or safety of the campus community, a campus wide notice will be issued unless issuing the notification will, in the judgment of the responding authorities, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. Events that qualify for emergency notifications include, but are not limited to the following:

- Severe Weather Warning
- Natural Disaster
- Structure Fire
- Dangerous or Serious Crime in Progress
- Active Shooter
- Bomb Threat
- Power Outage
- Chemical/Nuclear/Biological Spill or Other Hazardous Materials Incident

The notification will be issued as soon as possible under the following guidelines:

Authority to activate a public notification will rest with University Police Services. University Police Services may designate agents with the authority to activate a notification.

In matters of a criminal nature, University Police Services will determine whether notifications are appropriate and necessary. The on-duty commander will determine an incident's extent and whether it meets the criteria for an emergency notification. In the case of an event that is not criminal in nature, University Police Services will determine whether notifications are appropriate and necessary.

The content of the message will be decided and may include the type of incident, location, time and date, instructions for the recipient and an additional method for the public to obtain information. Notifications may be made with one or more of the following systems:

- Electronic distribution through mass e-mail
- Text messaging
- Wolf Pack radio
- Posting on university and public safety web sites
- Voice mail recordings
- Reverse 911
- Dissemination via local media outlets

Safe Transportation for Students

The university provides safe ride options for persons working or studying on campus during the evening hours. These options are available at no cost.



ASUN Campus Escort provides safe transportation (by car or on foot) for students, faculty, staff and visitors during the evening operating hours of the university.

Campus Escort is staffed by paid student employees called Campus Escort Officers. They have training in basic first aid, CPR, defensive tactics, safety training, communications, and a vehicle operating safety course.

Campus Escort Officers

ASUN Campus Escort Officers are well-trained students who are uniformed but are unarmed and have no law enforcement authority. Campus Escort Officers provide vehicle and walking escort-related services to the students, staff, faculty, and guests of the university. Campus Escort Officers can be contacted at 775-742-6808 and carry a cellular phone for easy and fast service.

Currently the officers provide escort service during evening hours and for approximately one hour past operating hours of the library.

In addition to escort service, Campus Escort Officers provide visual perimeter observation of the campus and are directed to report any suspicious activity to University Police Services.



To call for a ride:
775-742-6808

For info. during
business hours:
775-784-6341

Student Cadets

Student Cadets, working with University Police and Parking Services, are also available to provide safe rides for students, faculty and staff between buildings and parking facilities.

Cadets are on campus in motorized carts from 6:00 pm to midnight Monday through Friday during regular school semesters when classes are in session.

To request a ride from student cadets call

**Mid-Campus Police Cadets:
775-745-5921**

Center of campus to north campus area
(JCSU to North Lots)

**South Campus Police Cadets:
775-745-7505**

Center of campus to south campus area
(Knowledge Center to 9th St.)



Policy on Illegal Drug Possession

The University of Nevada, Reno has joined other colleges and universities across the nation in encouraging the elimination of alcohol and other drug abuse on our campus and in our community. The university believes that the unlawful possession or use of drugs, including alcohol, and the abuse of alcohol and any drug by students constitutes a grave threat to their physical and mental well-being, and significantly impedes the process of learning and personal development.

The policy adopted by the university (1) prohibits the use or possession of alcoholic beverages without authorization; use or possession of illegal and/or unauthorized drugs and drug paraphernalia; and providing alcoholic beverages to minors while on university property or at university-sponsored activities, and (2) being under the influence of a controlled substance, including alcohol, while on university property or at a university-sponsored activity and the exhibiting of offensive behavior while under the influence of alcohol or other controlled substances.



Policy for Possession, Use and Sale of Alcoholic Beverages and Enforcement of State Underage Drinking Laws

In order to provide a safe and healthy environment for students, to comply with federal, state and local law, and to support the academic mission of the university, the following policy for the sale, service, distribution and use of alcoholic beverages has been adopted. This policy applies, but is not limited to, the following: receptions, banquets, dinners, picnics, or any cultural or social activity. Advance request and approval from the Associate Vice President for Student Life Services to serve alcohol at an activity is required for all student organizations, campus departments and individuals as follows.

1. A request may be made for alcoholic beverages at any activity sponsored by a student organization on university property or on property occupied by a student organization where all participants in attendance are 21 years of age or older.
2. A request may also be made for alcoholic beverages at activities sponsored by campus departments or guests using university facilities. Approval of alcohol requests will take into consideration the nature of the activity, number of underage participants, and value of alcohol to the purpose of the activity, and security measures in place.
3. Alcoholic beverages must not be served in association with academic classes (e.g. in-class celebrations after final exams).

For activities where alcohol is being requested, the following procedure must be followed:

1. All requests must be submitted to the associate vice president for Student Life Services at least 10 working days in advance of the activity.
2. The sponsoring organization must hire a Licensed Liquor Vendor (LLV), as approved by the City of Reno, to serve the alcohol.
3. A representative of the sponsoring organization or department must sign the request accepting responsibility for the activity as it pertains to the distribution and control of alcohol.

Upon approval of the activity, sponsoring organizations and individuals must comply with the following:

1. There must be adequate food and non-alcoholic beverages available at the activity.
2. Individuals who appear to be intoxicated at an activity will not be served alcohol.
3. The designated organizational representative will be expected to intervene with the intoxicated person to ensure the safety of the individual (e.g. provide a “safe ride” home; call a cab, etc. at the cost of the sponsoring organization).
4. Drinking alcoholic beverages cannot be the primary focus or purpose of the activity.
5. Promotional materials may not make reference to the availability of alcoholic beverages at the activity, may not be directed to an underage audience, and may not display any alcoholic beverage signs, emblems or insignia.
6. No activity shall include any form of “drinking contest”, “all you can drink” promotion, or encourage any form of rapid consumption of alcoholic beverage.
7. Alcoholic beverages will not be provided as part of a performance contract, nor will alcohol be used on-stage.

Violations of the Policy for Sale, Service, Distribution or Use of Alcoholic Beverages may result in penalties as follows:

1. Student organizational officers will be subject to sanctions outlined in the University of Nevada, Reno Student Code of Conduct.
2. Sanctions for student organizations may include, but are not limited to, warning, probation, denial of use of university facilities, and withdrawal of organization recognition.
3. University departmental representatives will be subject to sanctions as outlined in Chapter 6 of the Board of Regents Handbook.
4. Guests of the university will be subject to denial of future use of university facilities.

Policy Addressing Substance Abuse Education

In order to prevent and reduce alcohol-related problems, and to promote a drug-free and alcohol abuse-free campus, we have developed comprehensive substance abuse prevention programs, dedicated to the promotion of responsible and appropriate use of alcoholic beverages through a wide variety of educational activities, which are free to all participating students.

Alcohol Prevention and Education as sponsored by the Office of Student Conduct, provides outreach education programs, including "BASICS for student groups," and co-sponsorship of alcohol-free student events, activities, and social opportunities on campus and through the sponsorship of programs by student organizations.

The educational programs offered by the staff of the Office of Student Conduct support the following goals and activities for our students:

- Identifying the values and attitudes related to drinking alcoholic beverages
- Recognizing personal and societal motives for choosing to drink
- Developing appropriate decision-making skills
- Information regarding the physiological and psychological effects of alcohol and of its potential effects on the individual and society
- Pamphlets, posters, films, and other information on alcohol and other drugs for student use and distribution
- Programs specifically tailored to campus living groups and student organizations, including fraternity and sorority chapters and university residence halls
- New Student Orientation programs and classroom presentations for classes, including First Year Experience courses

For more information or to schedule a workshop for your group, please call the Office of Student Conduct, at: 775-784-4388.

Treatment Programs

In addition to the above educational activities and services, the Office of Alcohol and Drug Intervention Services counselor/educators provide mandated student services for: intervention, assessment, confidential counseling, and referrals for in-depth treatment for alcohol-drug abuse. A counselor/educator may be reached for the mandated intervention programs at: 784-4388.

For students wishing to receive treatment services, who are not mandated (making a self-referral), the university offers confidential counseling on issues involving alcohol and other drugs through this same program, Alcohol and Drug Intervention Services, which may be contacted at phone: 775-784-4388 and/or in person at the Clark Administration Building, Lake Level Suites.

For violations of campus policy related to possession or use of alcohol or an illegal drug, the student will participate in an educational intervention program, including one of the following programs: BASICS, CASICS, STEPSS, and/or OnTRAC Student Drug Court. Each of these programs has been designed utilizing the guidelines of best practices for student development evidence-based research for treatment with the aid of a licensed drug and alcohol counselor. An overview of these programs is as follows:

BASICS—Brief Alcohol Screening Intervention for College Students

An educational program designed to assist mild to moderate alcohol abusers and/or policy violators in correcting behavior through enforcement and instruction.

CASICS—Cannabis Screening Intervention for College Students

An educational program designed to assist first-time violators of our university substance abuse policy for possession/use of marijuana in correcting the student's behavior through enforcement and instruction.

STEPS—Substance Abuse Treatment & Educational Programs for Student Success

A program that combines education and treatment approaches and addresses student decision-making and life skills. This program is designed for students having a second alcohol violation and for students involved in a first time substance abuse violation for illegal drugs.

OnTRAC— Student Drug Court- Treatment, Responsibility, Accountability on Campus

A comprehensive drug court style educational and treatment program, designed for students in need of a highly structured intervention plan, due to the student's serious level of dependency on alcohol or illegal drugs, and/or the student's repeated drug and alcohol violations. This is an individualized program that combines treatment with student academic success strategies, and involves alcohol and other drug randomized testing throughout the student's participation in the program.

Eligibility for these programs is limited to those individuals enrolled at the University of Nevada, Reno, who are involved in substance-related misconduct and referred by the Office of Student Conduct and Residential Life, or self-referral by the student himself/herself. We have actively encouraged students involved in the criminal process to seek referrals to these programs from the court, when applicable to the resolution in court.

In addition to education and treatment interventions, the student may be sanctioned with the following activities and disciplinary sanctions:

1. Drug and/or alcohol assessment
2. Residence hall and/or campus disciplinary probation
3. Residence hall license cancellation
4. Community Service or research project
5. Disciplinary Suspension
6. University Expulsion

For violations involving sale of illegal drugs, the student's housing and student status at the university will be reviewed, and one or more of the following sanctions will be invoked:

1. Residence halls license cancellation
2. Disciplinary Suspension
3. University Expulsion

Legal Standards

In addition to university student conduct standards, a student will be subjected to all local, state, and federal laws related to substance abuse or the possession/use of alcohol. The following state laws apply to any student conduct on or off campus. In these instances, the student is being regarded as a resident of the state of Nevada.

NRS 202.020

Purchase, consumption or possession of alcoholic beverage by a minor: Any person under 21 years of age who, for any reason, possesses any alcoholic beverage in public is guilty of a misdemeanor.

NRS 202.040

False representation by a minor to obtain intoxicating liquor. Every minor who shall falsely represent him/herself to be 21 years of age in order to obtain any intoxicating liquor shall be guilty of a misdemeanor.

NRS 202.055

Sale or furnishing of alcoholic beverage to a minor: aiding a minor to purchase or procure alcoholic beverage. Every person who knowingly sells, gives, or otherwise furnishes an alcoholic beverage to any person under 21 years of age...is guilty of a misdemeanor.

NRS 205.460

Preparation, transfer, or use of false identification regarding persons under 21 years of age; (1) Every person who counterfeits, forges, alters, erases, or obliterates, or...(2) Every person under the age of 21 years who uses or attempts to use or proffers any counterfeited, forged, erased or obliterated card, writing paper, document, or any photocopy print, photostat, or other replica thereof...for the purpose and with the intention of purchasing alcoholic liquor or being served alcoholic liquor...or entering gambling establishments...shall be guilty of a misdemeanor.

Legal Sanctions

Legal action provides for sanctions ranging from the imposition of fines to incarceration. Legal sanctions are governed by the Nevada Revised Statutes (NRS). Such penalties result from the referral of an alcohol or other drug violation which comes to the attention of the University Police Department, and is referred to the District Attorney's Office. Legal action may take place concurrently with campus disciplinary action.

Partnership with Police Services

University Police Services works closely with the Office of Student Conduct in education, enforcement and intervention regarding students and alcohol, including a focus on underage drinking prevention. Officers enforce the underage drinking laws on campus and in the neighborhoods immediately surrounding the campus. UNRPD also works with the Reno Police Department and the Street Enforcement Team (SET) in responding to parties and other activities involving university students and illegal activities.

Beginning in the fall semester of 2011, an alcohol awareness campaign called "Be in the Know" has been in place on campus. A website, Face book page and phone app have been prepared specifically for students to educate about the appropriate use of alcohol, as well as promoting safe, healthy and fun campus programs and activities .

Download the app. At: www.beintheknowtoday.org.

Do the Ride Thing is about responsible drinking and making good choices in regards to Designated Drivers. "Do the Ride Thing" defines responsible as "Legal" -21 and over, and "Safe" - using a sober ride home.

RESPONSIBLE. LEGAL. SAFE.

Sign The Pledge and get Wolf Tagged!

www.BeInTheKnowToday.org
For More Information email: Lucas.BTK@gmail.com

Funded by the Nevada Office of Traffic Safety

MISSING STUDENT POLICY

If a member of the University Community has reason to believe that a student is missing, they should immediately notify University Police Services at (775) 784-4013, whether or not the student lives on campus. Attempts to locate the student to determine his or her well-being will be made through the cooperation of University Police Services and Student Services.

University Police Services investigates all students reported as missing whether they live on or off-campus. If the student lives on campus, University Police Services will obtain authorization from Student Services to make entry into the student's room for a welfare check and notify the Resident Director or Graduate Resident Director for the area in which the student is housed. The Resident Director or Graduate Resident Director should be directed to contact neighbors and friends in the immediate vicinity of the student's room and report any findings to University Police Services. If the student is an off-campus resident, University Police Services will request the assistance of the neighboring police agency having jurisdiction, upon confirmation that a student is missing and cannot be located.

At the same time, University Police will attempt to ascertain the student's whereabouts by contacting the student's friends, associates and/or employers and inquire whether or not the student has been attending classes, labs, scheduled organizational or academic meetings or appearing for work. Verification of the student's state of health and intention of returning to campus is made if located. If appropriate, a referral will be made to Student Services.

If the student is not located within 24 hours of receiving the initial report, notification of the family and local law enforcement is made to determine if they know the whereabouts of the student. If the student is an off-campus resident, family members or friends are encouraged to make a formal missing person report to the law enforcement agency with jurisdiction. University Police Services has MOUs in place with surrounding agencies for investigation of crimes.

If the missing student is under the age of 18 and is not an emancipated juvenile, University Police Services will notify the student's parent or legal guardian immediately after it has been determined that the student has been missing for more than 24 hours. This does not preclude implementing these procedures in less than 24 hours if circumstances warrant a faster implementation.

University Police Services will cooperate and assist the primary investigating agency in all ways possible. If the student is an on-campus resident, University Police Services will commence an official investigation and will remain the primary investigative unit. Upon resolution of the missing person investigation, all parties previously contacted will be advised of the status of the case.

The University of Nevada, Reno strongly recommends all students register confidential contact information in the event that a student over the age of 18 years is determined missing for a period of more than 24 hours. All students have the option to confidentially designate someone to be contacted by University Police Services in the event the student is reported to be missing for more than 24 hours. If a student has designated such an individual, University Police Services will notify that person no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so through Admissions and Records during the application process.

Statement Addressing Security and Access

During business hours, the university (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non business hours access to all university facilities is by key or key card, if issued, or by admittance via Police Services or Residential Life staff. In the case of periods of extended closing, the university will admit only those with prior approval to all facilities.

The university strives to find a balance between convenience to residents and their security needs. As a result any schedule for securing exterior and interior doors can change as the security needs of the facility may require. The university has an electronic access control system as well as a series of key controlled hardware to help secure the residence halls. Residents need to remember that regardless of the quality and level of safety the devices provide it is their own actions that will support or undermine the security procedures in place. Residents should be aware that changes to security or life safety related systems or procedures may occur when determined to be appropriate by Police Services.

Residence halls are locked and secured 24 hours a day and access is controlled by sophisticated perimeter security and door locking systems. There are 24-hour information and security desk operations at each residence hall with full time staff who conduct regular building rounds. Our halls have live in staff that receive training on safety and security issues as well as providing educational programs on personal and property safety

Over extended breaks, the doors of all halls will be secured around the clock, and will be equipped with a lock separate from the regular key issued to resident students. Some facilities may have individual hours, which may vary at different times of the year. Examples are Lombardi Recreation Center and the library. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility. Emergencies may necessitate changes or alterations to any posted schedules.



University students and personnel are issued card keys for the buildings they need to access. Buildings with video security are signed to notify the public that video taping is on-going in those locations.

Residence Hall Fire Safety

FACILITIES

Building	Audible/Visual fire alarm/panel	Sprinkled	Smoke/Heat Detectors	Posted Evacuation Routes/Earthquakes
Nye	X	X	X	X
Canada	X	X	X	X
Manzanita/ Juniper	X	X	X	X
Lincoln	X	X	X	X
White Pine	X	X	X	X
Sierra	X	X	X	X
Argenta I/ Argenta II	X X	X X	X X	X X
University Village			X	
Nevada Living Learning Center	X	X	X	X

- All fire alarm detection systems have been upgraded and/or replaced with state of the art systems
- Each residence hall is inspected annually by the city fire department in addition to regular inspections by area fire stations
- Scheduled testing of fire equipment by private vendors and university personnel is conducted regularly
- State-of-the-art smoke and heat detection systems, in conjunction with exit doors, exit lighting and emergency lighting, provide early detection and warning to enable quick evacuation.
- All halls are equipped with sprinkler systems
- The university has strict disciplinary and oversight systems in place to address prank-related alarms
- The university provides a computerized perimeter access security system to monitor all exterior doors in the residence halls
- Front desks in the residence halls are staffed nearly 24 hours each day

The university, as a state entity, is under the jurisdiction of the state public works board and the state fire marshal. The state fire marshal's office has stated that the residence halls are in compliance with state fire codes and that "the students are as safe in the residence halls as they are at home, if not safer."



Applicable policies and procedures in the Residence Hall Handbook are listed below and available at: <http://www.reslife.unr.edu/Forms/Handbook1011.pdf>

Fire Alarm Procedures

Before an emergency happens, take the time to familiarize yourself with the fire exits in each hallway. If an alarm sounds and remains on, assume there is an emergency and evacuate the building immediately. Failure to evacuate a building during an alarm will result in disciplinary action and possible criminal charges.

Remember:

- Feel the door for temperature—if it's hot, don't open it
- Close the windows
- If you can't leave your room, stay calm
- Call 911 to notify authorities of your location
- Stuff wet sheets or clothing in cracks under doors
- Hang a sheet out the window or shout for help to attract attention
- If you leave the room, take your keys, close and lock the door behind you
- Stay low to the ground if smoke is present
- Move quickly; but don't run
- Take a towel to avoid smoke inhalation
- Wear coat and shoes
- Don't use elevators—Use fire exits and stairs
- Go to your hall's specified evacuation location. Don't leave the area/campus without reporting your status to staff.
- Don't re-enter the building until permitted to do so by emergency response personnel or residence hall staff.

Evacuation Procedures

- Exit via the stairway. Do not use elevators.
- Wear shoes and beware of falling debris, broken glass, or electrical wires as you exit.
- Go to an open area away from buildings, overhangs, trees, power lines, and roadways.
- Stay outside and wait for instructions from emergency personnel.
- Do not leave the area/campus without reporting your status to staff.



Fire Drills

To ensure residents are prepared to react properly in an actual fire, fire drills may be conducted periodically, **with one fire drill conducted the second week after classes begin**. You must respond to any alarm as an actual emergency. In the event of an alarm you are required to evacuate the building immediately. Failure to do so will result in disciplinary action.

Fire Safety

Tampering with or disabling any part of the fire alarm system, altering door closing or latching hardware, discharging an extinguisher, activating or causing a false fire alarm, or setting a fire can endanger life and property, and may result in cancellation of your housing license agreement, restitution, disciplinary action, and/or criminal prosecution. Items may not be attached to or hung from any smoke detector or any part of the sprinkler system. Failure to report damage to fire or life safety equipment may also be considered a violation.

Fire Safety - Smoke and Heat Detectors

Smoke and heat detectors, installed in each room, must be kept in working order. It is essential to report any malfunction of these items to the front desk immediately. Damage to any safety equipment or intentional activation of fire alarms may also result in departmental sanctions, criminal charges, and payment of restitution or applicable fines and charges.

Failure to Comply

For the development of responsible and respectful communities, cooperation from residents is a must. Individuals may, at times, question policies or the means of implementation. If so, they should voice dissent through proper channels such as making an appointment with your RD/GRD or other administrative staff. Failure to comply with regulations or encouraging others to violate policies can lead to chaos. Providing false information may also cause unnecessary disruption and fails to meet the standard of honesty we expect. The following actions will result in disciplinary action:

Failure to evacuate the building during an activated fire alarm and remaining in the building during an alarm places not only the individual at risk, but will result in disciplinary action.



Prohibited Items

Many items are not permitted in the halls. Such items may be confiscated and held until they can be removed from the hall permanently. Items prohibited include, but may not be limited to:

- A. Flammable liquids, harmful chemicals, photo chemicals, barbecue grills, charcoal, gasoline, explosives, flares, firecrackers, fireworks, and any other items that may be determined to be hazardous. Possession of such materials may result in the cancellation of your license agreement as well as additional disciplinary action.
- B. Candles, incense, potpourri or any open flame burning.
- C. Space heaters, power tools, air conditioners, personal lamps that use bulbs over 150 watts, halogen lamps without wire or glass guards over the bulb, multi-plug extension cords and multi-plug adapters are not allowed. Surge-suppressors and multi-outlet cords with circuit breakers, however, are permitted. Housing is not responsible for damage to items due to power surges.
- D. Cooking equipment, hot-plates, toasters, electric fry-pans, grilling devices, or anything with an exposed heating element (except in Canada Hall kitchen areas). Authorized items include: hot-air popcorn poppers, blenders, coffee makers; one refrigerator per room (size of 4 cubic feet or less), one microwave per room (600 watt maximum).
- E. No “real” Christmas trees or wreaths. Strings of lights around the edges of the window are okay if you unplug them when leaving your room.
- F. Motorcycles, mopeds and automotive parts or components may not be kept in or around the buildings, except in designated parking areas. Bicycles may not be kept in hallways, stairwells, balconies, or public areas, except in designated racks.
- G. Nothing may be attached to furniture, the building, exterior poles, railings, trees, etc., or placed in hallways, window sills/ledges, or balconies.



Prohibited Activities

The following activities create a risk of damage, injury or other intrusion on the rights of others and will result in disciplinary action:

- A. Throwing or discharging anything from or toward the building, or inside the building, including water balloons, bottles, cigarette butts, litter, food, balls, rocks, spit, etc.
- B. Overloading electrical outlets and/or altering existing power or communication infrastructure. Residents will be held responsible for damages caused by these actions. Residents are also responsible to provide surge protection devices for any sensitive electronic equipment they use in the facilities.
- C. Attaching any items to the door of your room or hallway area. A small memo board may be attached beside the door, on the wall, using masking tape. Experience has shown that items attached to doors cause significantly more wear and tear than do memo pads attached to the wall next to the door.
- D. Attaching any items to the ceiling, water pipes, sprinklers, smoke detectors or other items on or near the ceiling in your room.
- E. Removing or tampering with window screens or blocks. Charges as high as \$300-\$400 may be assessed. Many of the screens are custom made and not easily replaced. Secured screens may serve a security function and there are no valid reasons to remove one except in case of fire or other emergency.
- F. Cooking using a flame or open element, barbecuing or grilling food inside buildings or in unauthorized exterior areas is prohibited.
- G. Balconies are essentially external hallways. Balconies and hallways are walkways and must be kept clear of all objects at all times including attaching signs or objects.
- H. Smoking is not allowed in any of the residence halls, including residence hall rooms, public areas, hallways, balconies, lounges, laundry rooms, lobbies, immediate outside areas, etc.



Fire and Safety Education

Fire safety training is conducted four times per year with all the resident assistants (RAs) that live in the residence halls. Training is conducted by the Assistant Director of Residential Life, Student Conduct and Safety. During residence hall orientation, the RAs discuss fire evacuation procedures with students and conduct a walk-through to show residents the safe exits out of each building. Fire drills are conducted with other emergency personnel.

Fire Log

A fire log is maintained by the Police Services Records Section in accordance with the Clery Act. The fire log is available to be viewed by the public at the Police Services office in the Fitzgerald Student Services Building Monday - Friday 8:00 am to 5:00 pm (excluding holidays on which university offices are closed). Please contact our office if you have an immediate need to view the log.

Contact Information

In case of an actual fire please dial 9-1-1. In addition, a notification should be made to Chuck Clement, Assistant Director, Student Conduct & Safety, Department of Residential Life, Housing and Food Services at (775) 784-1629.



Canada Hall

FIRE SAFETY

CLERY FIRE STATISTICS 2013 – The following statistics must be collected and reported, for each on-campus student housing facility. (For the purposes of fire safety reporting, a **fire** is, “Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.”)

UNINTENTIONAL FIRE

	2011	2012	2013
COOKING	0	0	0
SMOKING MATERIALS	0	0	0
OPEN FLAMES	0	0	0
ELECTRICAL	0	0	0
HEATING EQUIPMENT	0	0	0
HAZARDOUS PRODUCTS	0	0	0
MACHINERY/ INDUSTRIAL	0	0	0
NATURAL	0	0	0
OTHER	0	0	0

INTENTIONAL FIRE

	2011	2012	2013
NUMBER OF DEATHS RELATED TO THE FIRE	0	0	0
NUMBER OF INJURIES RELATED TO THE FIRE THAT RESULTED IN TREATMENT AT A MEDICAL FACILITY	0	0	0
VALUE OF PROPERTY DAMAGE RELATED TO THE FIRE	0	0	0

UNDETERMINED FIRE

	2011	2012	2013
NUMBER OF DEATHS RELATED TO THE FIRE	0	0	0
NUMBER OF INJURIES RELATED TO THE FIRE THAT RESULTED IN TREATMENT AT A MEDICAL FACILITY	0	0	0
VALUE OF PROPERTY DAMAGE RELATED TO THE FIRE	0	0	0

Emergency Response and Evacuation Procedures Statement

University Police Services receives information from various agencies on emergency or dangerous situations that may pose an immediate threat to the health or safety of the campus community. These include the Washoe County Emergency Management Office, Department of Emergency Management through the Department of Public Safety and the National Oceanic and Atmospheric Administration (NOAA). In addition to these outside agencies, University Police Services works with the Office of Environmental Health and Safety (EH&S).

University Police are usually the first responders in an emergency situation and work together with local agencies including paramedics, fire department, sheriff's department and other local police agencies.

In the event of an actual emergency, the University may use several methods to communicate information quickly to the campus community. Methods of dissemination may include, but are not limited to, electronic distribution through mass e-mail, text messaging, Wolf Pack radio, posting on university and public safety web sites, voice mail recordings, campus monitors, reverse 911 and dissemination via local media outlets.

EH&S provides training on fire safety (prevention, use of fire extinguishers, and evacuation) and response to hazardous materials incidents (personnel exposures and spills). They prepare room and building-specific emergency response information to include door cards, hazardous materials inventory information and emergency evacuation maps. EH&S has developed more detailed emergency response procedures for incidents involving biological agents, chemicals, and radioactive materials which are contained in laboratory safety manuals. These are available on the EH&S web site. (<http://www.unr.edu/ehs>)

You can access the campus emergency information page, which contains the guidance listed in the emergency response guide at <http://www.unr.edu/emergency/guide>.

Campus emergency response guide books have been developed and distributed across campus. Response procedures related to hazardous materials release and fire have also been developed by EH&S and are contained in the guide.



Procedures for Testing Emergency Response and Evacuation Procedures

The University of Nevada, Reno participates in emergency tests and evacuation drills throughout the year and conducts follow-through activities to assess and evaluate emergency procedures. Drills are conducted to prepare building occupants for an evacuation in the case of an actual emergency. University Police Services coordinates announced and unannounced drills to test various procedural operations such as the emergency text alert system, mass e-mail notifications, Wolf Pack radio, campus monitors, voice mail recordings and the reverse 9-1-1 system. University Police Services monitors these drills in order to evaluate the response and prepare an after action report with information on systems that worked as assigned, systems that encountered problems and recommendations for improvement.

Residential Life conducts a fire drill the second week after classes begin so that students can learn the locations of the emergency exits in the buildings. The Director of Residential Life, Housing and Food Service also conducts fire safety training, with all of the resident assistants (RAs) that live in the residence halls, four times per year where they discuss fire evacuation procedures and identify the safe exits out of each building. Residential Life monitors the drills in order to evaluate and assess the evacuation plans.



Commander Renwick talks to media about mass notification systems tests



E.L. Cord Emergency Operations Center inside Police Services Office

University Cooperative Extension



Nutrition Education (photo from UNCE Website)

What is University of Nevada Cooperative Extension?

We're the outreach college of the University that brings you information to solve problems and deal with critical issues. We have 20 offices to serve you, whether you live on a ranch near the remote Rubies or in an urban setting in Las Vegas.

Our more than 200 personnel - with the help of volunteers - deliver non-degree, educational programs in these areas:

- Agriculture
- Children, Youth and Families
- Community Development
- Health and Nutrition
- Horticulture
- Natural Resources



We couldn't do it without the help of our federal and county partners, and the other groups, agencies, businesses and individuals with whom we collaborate.

Campus Crime Statistics 2011, 2012, 2013

Reported in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998

Campus: UNR MAIN CAMPUS and COOPERATIVE EXTENSIONS

Crime Category	On-Campus ¹			Non-campus buildings			Public Property			Dorm/Residential			Total Crimes		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Criminal Offenses															
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses-Forcible	0	0	1	0	0	0	0	0	0	0	0	1	0	0	1
Sex offenses-non-forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	0	0	0	0	0	1	0	0	0	1	0	1
Aggravated Assault	0	2	0	0	0	1	0	0	0	0	2	0	0	2	1
Domestic Violence ²			0			0			0		0		0		0
Dating Violence			3			0			0		0		1		3
Stalking			0			0			0		0		0		0
Burglary	28	4	14	6	4	5	0	0	0	1	1	0	34	8	19
Motor Vehicle Theft	3	6	4	2	1	0	0	0	0	0	0	0	5	7	4
Arson	0	2	0	0	1	1	0	0	0	0	0	0	0	3	1
Hate Crimes															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests															
Illegal weapons possession	0	0	0	0	0	0	2	0	0	0	0	0	2	0	0
Drug Law violations	16	18	27	1	1	0	6	5	2	15	12	14	23	24	29
Liquor law violations	128	109	109	1	0	2	35	43	30	63	52	48	164	152	141
Disciplinary Actions															
Illegal weapons possession	0	0	2	0	0	0	0	0	0	0	0	2	0	0	2
Drug law violations	17	38	104	0	1	2	0	0	0	17	38	102	17	37	108
Liquor law violations	125	218	317	0	1	2	0	1	5	125	217	313	125	220	324
Data are reported by calendar year.															
¹ On Campus includes Dorm/Residential numbers															
² This is the first year Domestic Violence, Dating Violence and Stalking statistics are being included															

University of Nevada, Reno School of Medicine



Pennington Medical Education Building—photo from UNR website



University Medical Center Las Vegas—photo from UMC website

Campus Crime Statistics 2011, 2012, 2013
 Reported in accordance with the Jeanne Clery Disclosure of Campus Security Policy and
 Campus Crime Statistics Act of 1998
 Campus: UNR/SCHOOL OF MEDICINE

Crime Category	On-campus**			Non-campus build-ings			Public Property			Total Crimes		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Criminal Offenses												
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses-non-forcible	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence												
Dating Violence												
Stalking												
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes												
Race	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0
Arrests												
Illegal weapons possession	0	0	0	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Actions												
Illegal weapons possession	0	0	0	0	0	0	0	0	0	0	0	0
Drug law violations	0	0	0	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0

Data are reported by calendar year.

Redfield Campus



The Redfield Campus is a collaborative effort in education and training, combining resources of the University of Nevada, Reno, Truckee Meadows Community College, the Redfield Foundation and local businesses. Located in South Reno along Mt. Rose Highway, the Redfield Campus is situated in one of the fastest growing areas in the region.

Since 2005, the Redfield Campus has served as a center of community collaboration, academic flexibility and adaptability for students and professionals, and as an emerging leader in discovering new solutions for meeting the state of Nevada's renewable energy needs. The Redfield Campus is one of the nation's most unique collaborative efforts in education and training.

As home to the Renewable Energy Center, the Redfield Campus is quickly becoming a research, education and outreach resource for geothermal and other renewable technologies for Nevada.

photo and text from the Redfield Campus website:

<http://www.redfieldcampus.unr.edu/>

Campus Crime Statistics 2011, 2012, 2013

Reported in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998

Campus: UNR MAIN CAMPUS and COOPERATIVE EXTENSIONS

Crime Category	On-Campus ¹			Non-campus buildings			Public Property			Dorm/Residential			Total Crimes		
	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013	2011	2012	2013
Criminal Offenses															
Murder/Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex offenses-Forcible	0	0	1	0	0	0	0	0	0	0	0	1	0	0	1
Sex offenses-non-forcible	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	0	0	0	0	0	1	0	0	0	1	0	1
Aggravated Assault	0	2	0	0	0	1	0	0	0	0	0	2	0	0	2
Domestic Violence ²			0			0			0			0			0
Dating Violence			3			0			0			0			3
Stalking			0			0			0			0			0
Burglary	28	4	14	6	4	5	0	0	0	1	1	0	34	8	19
Motor Vehicle Theft	3	6	4	2	1	0	0	0	0	0	0	0	5	7	4
Arson	0	2	0	0	1	1	0	0	0	0	0	0	0	3	1
Hate Crimes															
Race	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Gender	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Religion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Orientation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ethnicity	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arrests															
Illegal weapons possession	0	0	0	0	0	0	2	0	0	0	0	0	2	0	0
Drug law violations	18	18	27	1	1	0	6	5	2	15	12	14	23	24	29
Liquor law violations	128	109	109	1	0	2	35	43	30	63	52	48	184	152	141
Disciplinary Actions															
Illegal weapons possession	0	0	2	0	0	0	0	0	0	0	0	2	0	0	2
Drug law violations	17	36	104	0	1	2	0	0	0	17	36	102	17	37	106
Liquor law violations	125	218	317	0	1	2	0	1	5	125	217	313	125	220	324
Data are reported by calendar year.															
¹ On Campus includes Dorm/Residential numbers															
² This is the first year Domestic Violence, Dating Violence and Stalking statistics are being included															

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