

**ANNUAL CAMPUS SECURITY AND
FIRE REPORT
2018**



SNOW COLLEGE

To comply with the Federal Campus Security Act or known as the Clery Act, the Snow College Department of Public Safety prepares an Annual Campus Security Report. Each year e-mail notification about how to access the report online is made to all enrolled students and employees. Additionally, any person can contact the Department of Public Safety and obtain a hard copy of the report.

This document contains important information from the Department of Public Safety. The Student Code of Conduct contained on the college catalog and also available on the website also gives information relating to sexual assaults, student misconduct, disciplinary hearings, due process, disciplinary sanctions, and appeals.

Campus Crime Statistics

In compliance with federal law, Snow College reports crimes which occur on campus and in the areas surrounding campus where college sponsored activities are held. Crime statistics for the most recent three years are compiled and made available to all students, staff, and faculty in accordance with definitions used in the Uniform Crime Reporting System of the Department of Justice. These statistics relate to occurrence of crime on Snow's campuses during the most recent three calendar years. These statistics also conform to the Federal Campus Security Act, as amended in 2008. This report can be found on the Snow College Public Safety Web Page. (www.snow.edu/safety)

Crime Definitions:

The Crime Statistics table reflects specific crimes and arrests reported to the sources identified in the Collecting Crime Reports and Statistics Procedures Section. Per the Clery Act, these crimes are classified based on the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting Handbook (UCR). For sex offenses only, the definitions are from the FBI's National Incident-Based Reporting System (NIBRS) edition of the UCR. Hate crimes are defined according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Guide for Hate Crime Data Collection.

Although the law states that institutions must use the UCR for defining and classifying crimes, it does not require Clery Act crime reporting to meet all UCR standards.

This Crime Statistics Report may or may not reflect the actual number of crimes committed on campus; however, it does accurately represent the number of the following defined crimes reported to the aforementioned entities.

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

Negligent Manslaughter: The killing of another person through gross negligence.

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

- **Rape:** The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- **Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Sexual Assault with an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses, Non-forcible: Unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition:

- **Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein

marriage is prohibited by law.

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

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

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

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

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. For reporting purposes, this definition includes all cases where automobiles are taken by persons not having lawful access—even if the vehicles are later abandoned (including joyriding).

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

Hate Crimes: A criminal offense committed against a person or property, which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on one or more of the following actual or perceived characteristics: race, gender, sexual orientation, ethnicity / national origin, and disability. For reporting purposes, hate crimes include any of the following offenses that are motivated by bias: murder and non-negligent manslaughter, forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, theft, simple assault, intimidation, destruction / damage / vandalism of property.

Illegal Weapons Possession: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. Included in this classification are the following: the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

Drug Law Violations: The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. This includes the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance, as well as any arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. Included in this classification are the following: all drugs, without exception, that are illegal under local or state law; and all illegally obtained prescription drugs.

Liquor Law Violations: The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages—not including driving under the influence and drunkenness. The following are included in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; and drinking on a public conveyance.

Attempted Crimes: This report does not differentiate between attempted and completed crimes. For example, an incident involving an attempted forcible rape is counted as a forcible sex offense. The only exception to this rule applies to attempts or assaults to murder when the victim does not die. These incidents are classified as aggravated assaults rather than murders.

Domestic Violence: Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a

person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim, or anyone else protected under domestic or family violence law.

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. The existence of such a relationship is determined by length and type of relationship and the frequency of interaction.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others, or to suffer substantial emotional distress.

SNOW COLLEGE CRIME AND FIRE STATISTICS						
Ephraim Campus						
Category	Year	On Campus	Housing Facilities	Non Campus*	Public Property	Total
Murder	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Negligent Manslaughter	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Forcible Sex Offenses						
Rape	2015	1	1	0	0	1
	2016	3	1	0	0	3
	2017	5	4	0	0	5
Fondling	2015	1	1	0	0	1
	2016	0	0	0	0	0
	2017	3	2	0	0	3
Non-Forcible Sex Offenses						
(Incest or Statutory Rape)	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Robbery	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Aggravated Assault	2015	1	1	0	1	1
	2016	0	0	0	0	0
	2017	1	1	0	0	1
Burglary	2015	0	0	0	0	0
	2016	2	2	0	0	2
	2017	0	0	0	0	0
Motor Vehicle Theft	2015	1	1	0	0	2
	2016	0	0	0	0	0
	2017	0	0	0	0	0

SNOW COLLEGE CRIME AND FIRE STATISTICS

Ephraim Campus

Category	Year	On Campus	Housing Facilities	Non Campus*	Public Property	Total
Arson	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	1	0	0	0	1
Hate Crimes	2015 - No Hate Crimes reported					
	2016 - No Hate Crimes reported					
	2017 - No Hate Crimes reported					
Fires	2015	6	5	0	0	6
	2016	7	7	0	0	7
	2017	0	1	0	0	1
No injuries – minor damage in 2017						
Missing Persons	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Arrests for Liquor Law Violations	2015	14	6	0	0	14
	2016	4	1	0	0	4
	2017	5	3	0	0	5
Arrests for Drug Law Violations	2015	6	4	0	0	6
	2016	4	2	0	0	4
	2017	6	6	0	0	6
Arrests for Weapons Law Violations	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	1	0	0	0	1
Referrals for Student Disciplinary Action for Liquor Law Violations	2015	3	1	0	0	3
	2016	3	2	0	0	3
	2017	2	0	0	1	2
Referrals for Student Disciplinary Action for Drug Law Violations	2015	2	2	0	0	2
	2016	1	1	0	0	1
	2017	1	0	0	1	1
Referrals for Student Disciplinary Action for Weapons Law Violations	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Unfounded Crimes	2015	0				0
	2016	0				0
	2017	0				0
VAWA Crimes *Domestic Violence	2016	0	0	0	0	0
	2017	0	0	0	0	0
*Dating Violence	2016	0	0	0	0	0
	2017	0	0	0	0	0
*Stalking	2015	0	0	0	0	0

SNOW COLLEGE CRIME AND FIRE STATISTICS

Ephraim Campus

Category	Year	On Campus	Housing Facilities	Non Campus*	Public Property	Total
	2016	0	0	0	0	0
	2017	5	0	0	0	5

SNOW COLLEGE CRIME AND FIRE STATISTICS

Richfield Campus

Category	Year	On Campus	Housing Facilities	Non Campus*	Public Property	Total
Murder	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Negligent Manslaughter	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Forcible Sex Offenses Rape	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Fondling	2015	0	0	0	0	0
	2016	1	0	0	0	1
	2017	0	0	0	0	0
Non-Forcible Sex Offenses (Incest or Statutory Rape)	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Robbery	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Aggravated Assault	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Burglary	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Motor Vehicle Theft	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Arson	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0

Hate Crimes

2015 – No Hate Crimes reported

2016 – No Hate Crimes reported

SNOW COLLEGE CRIME AND FIRE STATISTICS

Richfield Campus

Category	Year	On Campus	Housing Facilities	Non Campus*	Public Property	Total
2017 – No Hate Crimes reported						
Fires	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Missing Persons	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Arrests for Liquor Law Violations	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Arrests for Drug Law Violations	2015	0	0	0	0	0
	2016	1	0	0	0	1
	2017	0	0	0	0	0
Arrests for Weapons Law Violations	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Referrals for Student Disciplinary Action for Liquor Law Violations	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Referrals for Student Disciplinary Action for Drug Law Violations	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Referrals for Student Disciplinary Action for Weapons Law Violations	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	0	0	0	0	0
Unfounded Crimes	2015	0				0
	2016	0				0
	2017	0				0
VAWA Crimes *Domestic Violence	2016	0				0
	2017	0				0
*Dating Violence	2016	0				0
	2017	0				0
*Stalking	2015	0	0	0	0	0
	2016	0	0	0	0	0
	2017	5	0	0	0	5

Timely Warning Policy and Procedures

Snow College issues timely warning notices with information about certain crimes in or around our community considered by Public Safety to pose a serious or continuing threat to our college community. Timely warnings are normally based on active or on-going criminal behavior which has already placed some member of our college community in jeopardy. Information for these warnings is gathered from the local and campus police, Health Department, college administration, etc. These warnings will enable our college community members to take steps to protect themselves and/or their property. These warnings are disseminated through the Snow College Department of Public Safety when appropriate. Timely Warnings generally withhold victims' names and specific addresses to protect the victims. Timely Warnings do not generally contain confidential information. Timely Warnings can be issued for both Clery reportable crimes & non- Clery reportable crimes.

Dissemination options vary and include but are not limited to the campus announcement broadcasting system, the Snowdrift (student newspaper), campus wide e-mail, campus radio and television station, and campus posters.

Anyone with information that might warrant a timely warning to be sent out to our college community should report the circumstances to the Department of Public Safety by calling 435-283-7170 or 435-283-7172.

Crime Log Policy and Procedures

Ephraim Campus: The Daily Crime and Fire Log relating to the Ephraim Campus is available by contacting Snow College Public Safety located in the Business Building at 151 South Main Street during normal business hours. That log is available upon request. Please feel free to contact Snow College Public Safety at 435-283-7170 or 7172 with any questions.

The Clery Act Campus Crime & Fire Log is generally up-dated daily but always up-dated within two business days and can be found at the Information on Crimes Safety Office located at 151 South Main Str. on the Ephraim Campus.

Richfield Campus: The Police Activity Log relating to the Richfield Campus is available by contacting Snow College Public Safety at 435-283-7170 or Richfield City Police Records Division located at 77 East Center Street during normal business hours. Please feel free to contact Richfield City Police Records at 435-896-8484 with any questions.

Security of and Access to Snow College Facilities on the Ephraim Campus

Public Safety has the responsibility for campus building security. There are a total of 25 buildings on campus. The department employs part-time, unarmed student safety agents for this purpose. Campus safety agents (CSA) begin locking buildings at 9:00 p.m. each day. The last building is scheduled to be secured at 11:00 p.m. unless there is a scheduled activity in that building. Lock-up times for some buildings may vary depending upon class schedules and other reservations.

Snow College academic departments arrange for students to stay in buildings after hours because they are involved in an educational endeavor or class project. When the building is checked by a campus safety agent at night students indicating that they have permission from their instructor to remain may be asked for their names, student ID numbers, and name of their instructor who granted permission. The CSA will report that information to the supervisor following the shift. The supervisor will review the information and when necessary contact the instructor for confirmation.

If the conduct of those students left in buildings is disruptive, causes damage, or violates criminal law or the Snow College Code of Conduct, the CSA will contact law enforcement immediately.

Some campus facilities may have hours which vary at different times for events such as summer programs and summer sports camps. In these cases, the facilities will be secured according to the schedules developed by the responsible department.

All keys are issued, after proper authorization, through the office of the Director of Campus Services.

Snow College students and employees are issued Snow College identification cards and are encouraged to carry their cards while on campus. Students need their student identification cards to enter some of the activities. During some night time activities, a student's identification card may be held during the event and returned following the event. This is done for protection of all students as well as for security and safety reasons.

Residence Halls: For student protection, the residence halls remain locked 24 hours a day, 7 days a week. Residents are responsible for any guests that they bring into the building, including anyone that may follow them into the building. Residents are responsible to explain the rules and are responsible for any damages guests may cause. All residence halls are designated as private residences. Persons not authorized to be in a residence hall are subject to arrest for trespassing. All housing maintenance personnel wear name badges identifying them as college employees. Maintenance personnel only enter rooms or apartments to respond to work orders for needed repairs requested by the residents or for identified emergencies.

Security of and Access to Snow College Facilities on the Richfield Campus

Keys are issued by the Physical Plant Director. Buildings are generally secured by 10 p.m. except when events are scheduled. All buildings are secured by the maintenance staff. Generally buildings have very limited access on weekends.

Campus Police Authority and College Community Cooperation

Snow College Public Safety has complete police authority to apprehend and arrest anyone involved in illegal acts on campus and in areas immediately adjacent to the campuses. If minor offenses involving college policies and regulations are committed by college students, the college officers may also investigate and refer the individual to the college's student conduct official for disciplinary action.

College officers are sworn Ephraim City officers; thus they are actively involved with police calls for service off campus. Ephraim City officers have full jurisdiction on campus property within Ephraim City. College officers also have full law enforcement authority on the Richfield Campus and the Richfield officers have full jurisdiction on campus property within Richfield City.

Snow College encourages accurate and prompt reporting of all crimes, suspicious activities, and emergency situations.

Students may report crimes, suspicious activities and emergency situations to Ephraim City Police department whose jurisdiction includes all off campus housing within the Ephraim city limits. Ephraim City Police Department is located at:

5 South Main Str., Ephraim, Utah. Emergency: 9 1 1
Police/Fire/EMS dispatch 435-835-2345

Students may report crimes, suspicious activities and emergency situations to Richfield City Police Department. Richfield City Police Department is located at:

77 E Center Str. Richfield Utah Emergency: 9 1 1
Police/Fire/EMS Dispatch: 435-896-6471

Campus police officers work closely with county and state police agencies. Both campuses are part of a 911 emergency system. By mutual agreement with these agencies, college officers can access the National Crime Information Center database as well as the Utah Bureau of Criminal Identification (BCI).

Snow College Offers Counseling

Snow College offers short term therapeutic sessions and student support groups at no cost to currently enrolled students. Any victim of a crime may seek counseling by contacting the Counseling & Wellness Center at 435-283-7136. Counseling & Wellness staff members are obligated to report criminal incidents to the police so they can be investigated and, when appropriate, timely warnings can be issued. Every reasonable effort will be made to maintain confidentiality based on the victim's wishes, but individual and community safety must be a priority.

Wellness Center encourages the use of the following Crisis Lines:

National Suicide Prevention Lifeline: 1-800-273-talk (8255)

Crisis Text Line: 741741

Trevor project Hotline for LGBTQ Teens: 1-866-488-7386

Students and employees are also encouraged to seek guidance from their religious clergy or pastoral counselors. Such individuals are guided by laws and policies relating to confidentiality that are outside the scope and authority of college policies. Ideally those that seek help from religious clergy or pastoral counselors will not prevent or delay the reporting of criminal incidents to the college's Public Safety officers.

Reporting Crimes and Emergencies

Anyone who is the victim of a crime or is aware of a crime has a civic duty to report the situation to the campus police. Individuals can also report such incidents to the Student Life Office, to the staff of the Snow College's Counseling & Wellness Center, or to a member of the college's Residence Life staff. If the person reporting the crime does not want police action taken, the information will be given to the campus police for statistical purposes only.

Victims of a crime who do not want to pursue action within the Snow College system or the criminal justice system, may still want to consider making a confidential report. A confidential report on the details of the incident without revealing the complainant's identity can be made with the campus police in order to take steps to protect the complainant or others. Any person may report a criminal activity anonymously by calling 435-283-7170 and leaving the information about the criminal activity or by calling 888-399-0376 or by email at www.ethicspoint.com

The primary objective of the Snow College Department of Public Safety is to provide a campus environment where students, faculty

and staff feel safe to pursue the academic mission of Snow College. To achieve this objective the campus community must become involved in fighting crime. Everyone has a responsibility to make campus safety a priority. Campus police cannot provide 24-hour on campus coverage. When campus police are not on campus, police coverage is handled by Ephraim City Police Department or Richfield City Police Department. Campus police work different hours and days of the week based on activities on the campus.

Both Ephraim and Richfield Police complete police reports relating to any on campus and campus community calls for police services. Those calls are actively monitored by Campus Police and are included in the Police Log process & Clery act reporting process when applicable. Public Safety officers review the record by area or grid earmarked for Snow College campus for activities on both campuses.

Please call anytime for any of these situations:

- Criminal incidents
- Accidents
- Students in crisis needing support
- Other emergencies or public safety related incidents.

Non-Emergency

Ephraim Campus - 435-283-7170/7172 Richfield

Campus - 435-893-2235

Emergency

Ephraim Campus - 911 or Dispatch 435-835-2345 Richfield

Campus - 911 or Dispatch 435-896-6471

Crime Awareness and Prevention Programs

There are several crime prevention programs available to the campus community. These programs educate people in ways to protect themselves and their property, and they encourage the immediate reporting of all crimes and or suspicious incidents. These programs include the following:

1. Snow College Counseling & Wellness Center and Public Safety offer several programs relating to student awareness of sexual offenses, personal protection, and self-defense. In addition, they partner to sponsor a "Campus Activities" at the beginning of the spring and fall semesters are to promote sexual assault prevention, date rape awareness and prevention, and alcohol & drug abuse awareness and prevention.
2. Snow College Residence Life offers programs in conjunction with Public Safety to secure property and avoid burglaries in dorms and apartments. Residence Life 24-hour Emergency number (435-851-7628) has been developed to increase safety and reporting.
- 3 Public Safety and Ephraim Police offers an active Student Housing Neighborhood Watch Program.
4. Public Safety offers free bicycle and property registration and provides assistance in engraving personal property to deter thefts and to aid in the recovery of stolen property.
5. Public Safety participates in the freshman orientation program each fall semester.
6. Snow College has made available to all students and employees (using a computer on campus) a chance to receive training relating to what they should do if they are faced with an active shooter incident on campus. These video are available at www.snow.edu/safety by selecting the "Shots Fired" link. Additional, request can be made by students, staff and faculty for a Public Safety Officer to come and make a presentation relating to these safety tips and recommendations.
7. Campus safety escorts (Ephraim Campus only) are available between 6:15 p.m. and 1:30 a.m. by calling 435-340-8021.
8. The Counseling & Wellness Center has trained student mentors that are available to assist students who are dealing with mental health or social issues or having a hard time adjusting to college life. To get involved as a mentor or to obtain access to these services, contact the Counseling & Wellness Center at 435-283-7136.
9. Snow College Psychology Club is active in providing awareness and prevention relating to sexual assaults and relationship violence. This club has activities to help victims of sexual assaults to move forward in life. For access to these services or to participate call 435-283-7543.

10. Snow College provides a Crime and Ethics Tip Line. College community members can report criminal and/or unethical conduct involving Snow College employees anonymously using this tip line. Information obtained from the tip line remains confidential but is investigated by a college police officer and/or Human Resources. Call 888-399-0376 or access the website www.ethicspoint.com.

11. The Public Safety Department also provides information relating to campus safety and crime prevention through frequent articles in the Snow Drift student newspaper and on the campus announcement broadcast system in many of the college buildings.

12. College officers are available by invitation to make campus safety and crime prevention presentations to clubs, classes and events.

Missing Person Policy and Procedures

It is Snow College's policy to investigate all reported missing persons from our campus community. All employees should refer any reports regarding missing students to the Campus Police as soon as possible by calling Campus Police at 435-340-0676/1311 or calling Police Dispatch at 435-835-2345 for the Ephraim Campus or 435-896-6471 for the Richfield Campus. Once campus police or local police are notified of a missing person incident, an investigation will start immediately with a full focus investigation within hours of the person being reported missing. This investigation will include the last known individual to have seen the person, last location where the missing person was seen, identifying and contacting associates, and making contact with the "Confidential Emergency Contact". Campus police will coordinate with other law enforcement agencies and use all means of communication to locate the missing person.

As part of the investigation, when deemed necessary after making contact with the confidential emergency contact person if one has been identified campus police may make contact with family member(s) and friends as the investigation moves forward to ensure that the missing person is located and/or is safe regardless of the age of the person reported missing. Any student that is under 18 years old and not emancipated, Snow College will notify a custodial parent or guardian within 24 hours or sooner as part of the investigation.

Snow College Residence Life gathers and maintains "Confidential Emergency Contact" names and numbers as part of their application process. The Director of Residence Life or his/her designee will be the only person to have access to this confidential emergency contact information and upon the report of a missing person will release it to the campus police or local police.

NOTICE OF NON-DISCRIMINATION

In compliance with federal laws and regulations (Americans with Disabilities Act (ADA), Title I, Title VI, Title VII, Title IX of the Civil Rights Act or Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act), Snow College is an equal opportunity institution providing education and employment opportunities without regard to race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender, sexual orientation, marital status, military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law.

Snow College does not discriminate on the basis of the aforementioned in employment or its educational programs and activities. In addition, Title IX of the Education Amendments specifically prohibits sex discrimination in federally supported programs. In order to comply with Title IX, Snow College affirms its commitment to this policy by prohibiting any form of sexual misconduct, which includes sexual harassment, sexual violence such as rape, sexual assault, sexual exploitation, coercion, dating violence, domestic violence, and stalking. Local, state, and federal laws will be enforced on Snow's campuses.

The aforementioned Federal laws prohibit covered entities from retaliating against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful employment practice.

Inquiries concerning the adherence to and application of these regulations should be directed to the following individuals:

Employment and Employees

If you are an employee or potential employee with equal opportunity employment questions, please contact:
Director of Human Resources
(435) 893-2216, Noyes Building, Room 242.

Students

If you are student or potential student with questions or concerns about discrimination, please contact Student Code of Conduct Officer:

Vice President for Student Success
(435)893-2216, Greenwood Student Center, Room 204, Ephraim Campus (435)893-2216,
Sorenson Administration Building, Room 24, Richfield Campus

If you are a student or potential student with questions regarding disability, please contact:

Accessibility Services Coordinator

(435) 283-7321, Greenwood Student Center, Room 239.

Title IX Compliance

If you are a student, employee, or are otherwise connected with Snow College or any of Snow's campuses and have questions about Title IX or concerns about possible sex discrimination (i.e. on the basis of sex or gender, gender identity and/or expression, sexual orientation, pregnancy, etc.) or sexual misconduct (as stated above), please contact:

Snow College Title IX Coordinator
(435) 283-7120, Noyes Building, Room 233.

OR

Denver Region, Office for Civil Rights, U.S. Department of Education, Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, CO 80204-3582.

Drug and Alcohol Policies

Snow College is a zero-tolerance campus. This means NO drugs or alcohol are allowed on campus property or at campus activities. No alcohol or tobacco products may be sold or advertised on campus property or at campus activities. **See the full college Drug & Alcohol Policy in the Student Code of Conduct section of the college catalog located in the Student Rights section or online at <http://www.snow.edu/wellness>.**

Helpful community resources are listed in the yellow pages under "Alcoholism Information and Treatment" and "Drug Abuse Information and Treatment" or by going to any of the following web sites: www.drugnet.net/, www.nationalhotline.org/alcohol.html, <http://substanceabuse.rwjf.org>, www.asam.org, www.stopaddiction.com/, <http://alcoholism.about.com/library/faq/blfaq.htm>, www.alcohol-anonymous.org, www.al-anon.alateen.org, www.alcoholmd.com, www.na.org, www.naatp.org, www.niaaa.nih.gov, www.nida.nih.gov, www.fetalalcoholsyndrome.net

Sexual Offense Policies

Snow College is committed to providing its faculty, students and staff with an environment conducive to fulfilling the college's mission by providing an atmosphere free from all forms of harassment, exploitation or intimidation.

Every member of the college community should be aware that Snow College does not tolerate sexual assault and harassment and that such behavior is prohibited both by federal and state law as well as by college personnel policies and the Student Code of Conduct.

Victim Rights

Student or employee who becomes a victim of dating violence, domestic violence, sexual assault, or stalking (whether on or off campus) has the right to receive written explanation of their rights and options. This generally is provided to by law enforcement or Title IX coordinator in the form of a Sexual Misconduct Resource Guide pamphlet.

Higher Education Opportunity Act (HEOA)

Snow College will, upon written request, disclose to the alleged victim of a crime/violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the institution against a person who is the alleged perpetrator. If the victim is deceased, his/her next of kin shall be treated as the alleged victim as it relates to this act.

Sexual misconduct of any kind

Confidentiality & Process:

Because all members of the college community, guests and visitors have the right to be free from sexual harassment or violence, Snow College has a zero tolerance policy regarding sexual misconduct including dating violence, domestic violence, sexual assault including rape and any other type of sexual touching or fondling, and stalking.

In addition, Title IX of the Education Amendments specifically prohibits sex discrimination in federally supported programs. In order to comply with Title IX, Snow College affirms its commitment to this policy by prohibiting any form of sexual harassment, which includes any form of sexual violence. Local, state and federal laws, including the Sexual Assault and Anti-violence Act (SaVE Act), Violence Against Women Re-Authorization Act (VAWA), and Clery Act, will be enforced on Snow's campuses.

Sexual misconduct violations include but are not limited to:

1. Sexual harassment- defined as unwelcome sexually-based verbal or physical conduct that is sufficiently severe, persistent or pervasive that it unreasonably interferes with, denies or limits someone's ability to participate or benefit from the college's educational program and activities. This includes situations when submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment or academic work, when such conduct unreasonably interferes with an individual's work or academic performance by creating an intimidating, hostile or offensive working or academic environment, or when it is retaliation.

2. Sexual assault- defined as any intentional sexual contact, touching, or sexual relations that occur without consent and/or by force or coercion. This includes aiding or abetting such activity.

Examples of conduct that may be considered sexual harassment or sexual assault include:

- Rape (oral, anal, or vaginal)
- Inappropriate touching, patting or pinching
- Coerced or nonconsensual sexual activity
- Dating violence
- Domestic violence
- Stalking
- Intimidation

If you feel you are a victim of ANY FORM of sexual harassment including those listed above, or know someone that may be a victim, you have a number of options. Please note the different levels of confidentiality that exist based on the option you feel will best address your needs:

1- You can do NOTHING. While this is an option, it is not recommended. The college will honor your decision.

2- Police: You can report any sexual harassment or misconduct to the police. If the incident happened on campus, the campus police will investigate and if it happened off campus, then the local police will investigate with the assistance of the campus police.

Contact information: Police Dispatch in Ephraim: 435-835-2345, in Richfield: 435-896-6471, Campus Police can be reached at 435-340-0676 or 435-340-1311.

If you report an incident to the police, a number of things may happen:

a. They will take your complaint and discuss with you various options that may be available to you and the ramifications of each. There may be different levels of confidentiality relating to the various options.

b. They will conduct an appropriate investigation. The extent of this investigation will be based on a number of factors which includes but is not limited to: the severity of the event including threat to others, the desires of the reporting person, the amount of physical and circumstantial evidence, timely reporting and consent.

c. If a formal investigation is conducted, they will report their findings to the appropriate legal authority, i.e. county attorney or city attorney. It will be up to this legal authority to determine criminal charges. Keep in mind that criminal cases rely on the burden of proof that is "beyond a reasonable doubt". That is a higher level of proof than other options you may have.

3-College Title IX Coordinator: You may report any sexual harassment or misconduct to the Title IX Coordinator or a deputy Title IX Coordinator by calling 435-283-7120 or 435-283-7100.

The Title IX Coordinator(s) will evaluate and investigate the incident based on Title IX guidelines. They will discuss with you options (i.e. informal or formal complaint process) as well as confidentiality issues and processes. If there could be a threat to others on campus or within the campus community, the Title IX coordinator would have to work with appropriate individuals on campus to deal with the possible threat, i.e. police, Vice President, etc. If you go to the Title IX Coordinator, a number of things may happen:

a. The burden of proof in the Title IX process is significantly different from the criminal process and much less stringent. We are required by Title IX to utilize a "preponderance of evidence" standard.

b. All interviews will be conducted in private and you will not have to face the alleged perpetrator or be cross examined by an outside individual including the accused or legal counsel. The same process is used for interviewing the accused and any witnesses who may have relevant information.

c. If you insist that you don't want to give names and/or that you don't want to pursue a formal complaint, this will significantly limit the college's ability to take action, but the college will honor this level of confidentiality. You may be asked to sign a statement to verify that you do not want any further action to take place.

d. Again, if the event was of a nature that could possibly threaten others on campus, the college may be required to take some form of action without your involvement.

4-You may contact additional college officials: The Vice President for Student Success at 283-7100, the college student conduct officer at 283-7100, or the Counseling and Wellness Director at 283-7136 or any of the Campus Security Authorities listed in this Annual Security Report on the last page. You may speak in confidence with these individuals about your options. These individuals are trained to listen to your issues and help you explore, understand, and support your decision to take whatever action you feel is appropriate. Keep in mind that to help you, they would most likely have to get others involved.

a. They will respect your desires for anonymity and advise you on possible action and options. The possible actions may be limited if strict confidentiality or anonymity is to be maintained. They will also have to evaluate the safety of others in the college community and may need to take some action in order to maintain the safety of others while keeping your personal information confidential.

b. They will support and assist you in taking the actions you feel would be appropriate and put you in contact with those who may assist you. If you decide to report to the police and/or a Title IX coordinator, they can help and support you in these efforts.

5- The Counseling and Wellness Center: As a student, you have access to the college's Counseling and Wellness Center which offers a full range of counseling services at no cost to the student. The counselors and their staff members are also exempt from most reporting requirements. You can reach the Counseling and Wellness Center at 435-283-7136.

Snow College educates the student community about sexual assaults, dating violence, domestic violence, stalking and date rape through new student orientation and other events, meetings or presentations. Sexual assault awareness and prevention are some of the primary goals of the college's Counseling and Wellness Center and Title IX Office. The Department of Public Safety also offers sexual assault and violence education and information to students and employees upon request. Throughout the year a number of informative articles are also published in the college newspaper promoting dating and sexual assault violence awareness and prevention.

General Information and Due Process Information

In the event of a sexual assault, the victim should contact the police at 435-835-2345 in Ephraim and 435-896-6471 in Richfield to report the assault as soon as possible. If the victim wishes not to contact the police, he or she should go immediately to the nearest hospital for medical attention. These types of criminal offenses can also be reported to any college official, but time is a factor so the best option is to contact the police or go to the nearest emergency room. Snow College personnel will assist any student in notifying the police at the request of the victim.

In an effort to assist victims of sexual assault the following information is made available:

- Physical evidence may be necessary to prosecute the offender and may be helpful in obtaining an Order of Protection.
- Consider waiting to bathe, wash your hands, drink, and smoke, change clothing, use the restroom or brush your teeth following a sexual assault until you can seek medical or police attention.
- If you have changed clothing since the assault, place the clothes you were wearing at the time of the assault in a clean container such as a grocery bag.
- Seek medical attention, if needed.
- Report the offense immediately to the police. If living in a on or off campus, contact your RA or apartment manager.
- Do not disturb the crime scene – leave all sheets, towels, etc. that may bear evidence for the college/police to collect.
- If able, take photographs, save emails, texts, or other messages from the attacker, get witness' names, record dates and times, and anything else that might be helpful in an investigation.
- If victims do not want to contact the police, they may contact the Wellness Center, Any Campus Security Authority and or the Title IX coordinator.
- As needed, victims may request a change of academic or living situation from the Vice President for Student Success or the Title IX Coordinator.
- If you do not recall where you were assaulted, or do not have physical evidence of having been assaulted,

- you are still encouraged to speak with a Title IX Coordinator.
- Victim(s) has the option and are encouraged to report any incident of sexual misconduct at any level to the College's Title IX Coordinator at 435-283-7120

Sexual assault and other forms of abuse is a criminal offense of varying degrees. Depending upon circumstances, a perpetrator of a sexual assault may be charged with crimes ranging from a class A misdemeanor all the way to a first degree felony. The campus police will vigorously work to prosecute anyone who commits a sexual assault. These offences are defined by VAWA and Utah State Laws as follows:

Dating Violence defined (from VAWA): Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

The existence of such a relationship shall be 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.

A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

B) Dating violence does not include acts covered under the definition of domestic Violence.

- **Dating Violence** means: a) any criminal offense involving violence or physical harm, or threat of violence or physical harm, when committed by a person against a dating partner of the person; or b) any attempt, conspiracy, or solicitation by a person to commit a criminal offense involving violence or physical harm against a dating partner of the person. See Utah Code 78B-7-402(4).

Domestic Violence defined (from VAWA):

A) Felony or misdemeanor crime of violence committed 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.

- Domestic Violence is any criminal offense involving violence or physical harm or threat of violence or physical harm, or any attempt, conspiracy, or solicitation to commit a criminal offense involving violence or physical harm, when committed by one cohabitant against another. See Utah Code 77-36-1(4).

Sexual Assault defined (from VAWA): An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident Based Reporting System User Manual from the FBI UCR Program, A sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

* **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

* **Fondling:** The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

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

- **Sexual Assault.** A person is guilty of aggravated sexual assault if: in the course of a rape or attempted rape, object rape or attempted object rape, forcible sodomy or attempted forcible sodomy, or forcible sexual abuse or attempts of the same, the actor: 1) uses, or threatens the victim with the use of, a dangerous weapon 2) compels, or attempts to compel, the victim to submit to rape, object rape, forcible sodomy, or forcible sexual abuse, by treat of kidnaping, death, or serious bodily injury to be inflicted imminently on any person; or 3) is aided or abetted by one or more persons. See Utah Code 75-401-415.

Stalking defined (from VAWA): 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.

- A person is guilty of **Stalking** who intentionally or knowingly engages in a course of conduct directed at a specific person and knows or should know that the course of conduct would cause a reasonable person: a) to fear for the person's own safety or the safety of a third person; or b) to suffer other emotional distress.

Stalking may take many forms, including following, lying in wait, monitoring, and pursuing contact. Stalking may occur in person or through a medium of communication, such as letters, e-mail, text messages, or telephone calls. See Utah Code 76-5-106.5(2)

Consent: Sexual activity requires consent, which is defined as positive, unambiguous, and voluntary agreement to engage in specific sexual activity throughout a sexual encounter. Consent cannot be inferred from the absence of resistance or the absence of a "no"; a clear "yes," verbal or otherwise, is necessary. Consent to some sexual acts does not constitute consent to others, nor does past consent to a given act constitute present or future consent.

Consent must be ongoing throughout a sexual encounter and can be revoked at any time. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another person. Consent cannot be obtained by threat, coercion, or force. Agreement under such circumstances does not constitute consent.

Consent cannot be obtained from someone who is asleep or otherwise mentally or physically incapacitated, whether due to alcohol, drugs, or some other condition. A person is mentally or physically incapacitated when that person lacks the ability to make or act on considered decisions to engage in sexual activity. Engaging in sexual activity with a person whom you know – or reasonably should know – to be incapacitated constitutes sexual misconduct.

Incidents of reported sexual misconduct will, in most cases, also be referred to the Snow College Title IX Coordinator. The Title IX coordinator has the responsibility to protect the educational environment from incidents of sexual misconduct. The coordinator's efforts will not interfere with any criminal investigation conducted by the police.

Contact the Snow College Title IX Coordinator at 435-283-7120. Because of the level of proof required under a Title IX investigation, many sexual misconduct complaints can be resolved much quicker than those handled in the criminal justice system. The Level of Proof in an administrative and/or Title IX investigation is "the preponderance of the evidence", in criminal investigation the proof level is "beyond a reasonable doubt".

Snow College will, upon written request, disclose to the alleged victim of a crime of violence, including sexual misconduct offenses, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Snow College will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Snow College Disciplinary Action for Sexual Misconduct: If a person is accused of sexual misconduct, either harassment or assault, and the accusation appears to be valid, the accused person shall be asked to meet with the Director of Student Life. If the accused admits to the allegations, appropriate disciplinary actions will be imposed. Please keep in mind that administrative action and criminal action is **not** double jeopardy. In fact, in most cases there will be action taken by both the college and by the criminal justice system.

If the accused denies the accusation, the Title IX Coordinator will evaluate the safety concerns of all parties involved. The Title IX Coordinator will take appropriate actions to ensure the safety of the victim, the accused, and Snow College, including arranging for changes in the academic schedule or on campus living situation if feasible. If off campus housing is involved, effort will be made to aid in the request but Snow College has no authority in off campus housing matters.

Any victim of sexual harassment or assault may request a disciplinary hearing by following Section VI Disciplinary Procedure for cases of alleged student misconduct located in the Student Code of Conduct. To read the Code of Conduct policy, go to the college website (www.snow.edu), select "Offices" from top menu, select "Student Life" from list of offices, then select "Code of Conduct" from right-hand menu.

Disciplinary action including disciplinary hearings will follow due process as outlined in the Student Code of Conduct. Due process is key to resolving sexual misconduct matters. In all disciplinary actions, the accuser and the accused must have the same opportunities to have others present, including an advisor, lawyer, or witnesses. Both the accused and the accuser will be informed of the outcome of the disciplinary proceeding. A list of the sanctions that may be imposed based on the final determination is found in the Section V Sanctions of the Student Code of Conduct.

Additionally, Section VI, outlines the disciplinary procedures and due process and Section VII outlines the student concerns and

grievance process. By reviewing these sections of the Student Code of Conduct an accuser or accused can understand college disciplinary procedures.

When appropriate, immediate actions may be needed prior to any hearing which may include a change in academic schedule or living situation or temporary suspension. These immediate actions will be at the discretion of the Title IX Coordinator or Director of Student Life based on safety concerns for the victim, the accused, and the college administration.

Section VI Disciplinary Procedure and Due Process also outlines the appeal process that a student may follow regarding any sanction issued by the Director of Student Life and/or Social Standards Committee.

A person may also contact the college's Title IX coordinator at 435-283-7120 as it relates to Title IX and sexual misconduct.

All reported sexual misconduct will be investigated and steps will be taken to prevent any incidents from reoccurring.

It is the protocol and practice of the Snow College Police, Ephraim City Police and Richfield City Police to provide all sexual misconduct victim(s) a "sexual misconduct resource guide" which provides the victims with a wide range of resources including Wellness, Title IX, and Community resources.

Both the victim and the accused will be informed of the outcome of any institutional disciplinary proceeding that is conducted regarding a sexual misconduct offense. The information released pertains to the institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.

Snow College will make every effort to protect victims, witnesses or others against retaliation for exercising their rights to be free from any form of discrimination as described in this Annual Security Report. Retaliation includes intimidation, threats, coercion, discrimination, or any other form of retaliation.

You may choose how to proceed after reporting. If you wish to pursue criminal charges a report will need to be made to a College or City Police Department but the campus officials listed above can help you do that. This will result in a criminal investigation that has a higher level of proof which is beyond a reasonable doubt.

Reporting to college officials will result in an investigation conducted by the college which may be quicker to achieve a resolution and will rely upon a preponderance of the evidence which is lower than that used in the criminal courts. You may, and are encouraged, to pursue both options.

The following information is given to those that are involved in a sexual misconduct incident once they have contacted the police or Title IX:

SEXUAL MISCONDUCT RESOURCE GUIDE

Snow College does not tolerate sexual misconduct. Sexual misconduct violations typically include:

- **Sexual harassment**- Unwanted verbal or physical conduct that is severe enough to interfere with a person's participation in college activities
- **Sexual assault**- any intentional sexual Contact or sexual relations that occur without consent and/or by force or coercion, including aiding or abetting such activity.

Your rights as a victim: You have certain rights that the College will protect.

- You have the right to be safe. Incidents that lead you to believe you are in continuing physical danger should be reported to the Snow College Campus Safety Department.
- You have the right to interim measures, including being separated from the perpetrator while the matter is investigated, possible changes in housing assignments or class or on-campus work schedules, as well as accommodations with regard to your school work including a leave of absence if necessary.
- You have the right to a "prompt, fair and impartial investigation and resolution".
- You have the right to be informed of:
 - ✓ The outcome of any institutional disciplinary proceeding
 - ✓ Procedures for the accused and the victim to appeal the results of the proceeding
 - ✓ Final or changed results

Snow College is committed to providing a campus climate free of illegal discrimination and /or harassment. We care about the safety and well-being of our students, faculty, staff and visitors and will not tolerate sexual harassment or sexual misconduct in any form. Snow College supports the civil rights law that prohibits discrimination and harassment based on sex.

Title IX of the Education Amendment of 1972 is a Federal Civil Rights Law states that 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. Simply put, Title IX prohibits discrimination on the basis of sex/gender in education programs and activities. You can contact the Title IX Coordinator at 435-283-7120.

For more information about the college's policies and procedures see the "**Annual Security Report**" on the Public Safety web page at www.snow.edu/safety. Refer to the **Student Code of Conduct** found at www.snow.edu, select "Offices" from the top menu, select "Student Life" from list of offices, then select "Code of Conduct" from right hand menu.

Resources available:

There are campus and community resources from which you may seek support. Staff at these organizations can help facilitate a report and advocate for you during an investigation process.

- Report the offense immediately to the police by calling 911 or police dispatch
--Ephraim Campus 435-835-2345
--Richfield Campus 435-896-6471.
The police can help to arrange medical treatment.
- If living in an on-campus residence hall, resident assistants can help contact the proper authorities by calling 435-851-7628.
- If living in an off-campus residence hall, contact your apartment residential assistance or the Title IX Coordinator at 435-283-7120
- The Counseling & Wellness Center at 435-283-7136 has professionals that can help victims deal with an assault. There is a student support help line that can provide some assistance by calling 435-283-7283.
- Additional mental health resources are available from Central Utah Mental Health at 435-283-4065.
- The Vice President for Student Success 435-283-7100 or the Title IX coordinator 435-283-7120 or one of the Title IX assistance coordinators 435-283-7100 are available to assist a victim of sexual harassment or sexual misconduct. These persons can explain college procedures for dealing with sexual misconduct and harassment including your rights in any proceeding. They can assist you with needed on-campus help such as a change in academic or living situations.

Medical Resources Available:

Ephraim Campus:

- * Sanpete Valley Hospital located in Mount Pleasant at 1100 S Medical Dr. 435-462-2441
- * Intermountain Ephraim Clinic located in Ephraim at 525 N Main 435-283-4076
- * Central Valley Medical Center located in Nephi at 48 West 1500 North 435-623-3000
- * Gunnison Valley Hospital located in Gunnison at 64 East 100 North 435-528-7246

Richfield Campus:

- * Sevier Valley Medical Center located in Richfield at 1000 N Main 435-893-4100
- * Intermountain Richfield Clinic located in Richfield at 460 N Main 435-896-5496

Reporting Options:

If you are a victim or an observer you may report sexual misconduct, including sexual harassment to any of the following:

- The Dean of Students: 435-283-7127
- Title IX Administrator: 435-283-7120

- Vice President for Student Success: 435-283-7100
- Public Safety Officer 435-283-7170 or 435-340-1311
- Any College employee who provides direct services to students, such as, but not limited to, vice presidents, deans, department chairs, directors, coaches, student group faculty advisers. You also may report to any college employee whose role you reasonably believe indicates an authority or responsibility to take action or redress the harassment.
- The Snow College Campus Public Safety Department (available 24 hours a day, every day) at 435-340-0676 or 435-340-1311 or police dispatch at 9 1 1 or
 --Ephraim Campus Police Dispatch 435-835-2345
 --Richfield campus Police Dispatch 435-896-6471.

Registered Sex Offenders Policy

Utah State law provides for the tracking of registered sex offenders enrolled at and/or employed by Snow College. This information is maintained by the campus police and is available on request in accordance with the Federal Campus Security Act also known as the Clery Act.

Any individual can access the Utah Sex Offender by following these steps:

- 1- www.communitynotification.com/cap_office_disclaimer.php?office=54438
- 2- On the Utah Department of Corrections page, select "**I agree to the above terms & conditions**", then click **Continue**.
- 3- Click "**Click Here to Search for Offenders in Your Area**" in the middle of the page.
- 4- Fill in the search page for "**In your area**" with one of the following addresses depending on your campus" **Ephraim**

Campus

Address: 150 E College Ave

City: Ephraim

State: UT

Zip: 84627

Richfield Campus

Address: 800 W 200 S

City: Richfield

State: UT

Zip: 84701

- 5- Click **Search**, and the list will appear.

Snow College Public Safety is also willing to assist any interested person in locating this information on request. Registered sex offender information is maintained by the campus police and is available in the Public Safety office during business hours at the Business Building, 151 South Main, Ephraim UT 84627.

Snow College Emergency Alert System Policy and Procedures

Snow College has created several ways to notify students and staff of a significant, imminent threat to the health and safety of its college communities. It is the policy of Snow College to use one or more of these systems based on the circumstances and nature of the emergency at hand.

"Emergency Alert" is our system that will notify our college community through e-mails, cellular phones and text messages. This notification system requires students, employees and community members to register cellular phone numbers, e-mail addresses or other emergency phone numbers in the system.

"Emergency Alert Warning Siren System" is our campus wide audio siren system. This system can be heard from outside any college building on the Ephraim and Richfield campuses and is utilized in conjunction with the Utah Region III audio emergency warning system.

These emergency notification systems are under the control of the Snow College administration. The college presidents, any of the college vice-presidents or any of their designees are authorized to approve an Emergency significant threats to the Snow College community and the performance of its mission and to initiate the appropriate level of institutional response.

CEIT members may use a number of methods to confirm a significant emergency or dangerous situation including witnessing an event, receiving of reports from reliable sources(s), and collaboration with other agencies with access to information about the situation. CEIT members will determine what the content of the notification will be based on the relevant information available which should include a location, suggested actions, and how to find more information at <http://www.snow.edu/emergency>.

Snow College's emergency notification systems will be tested at least annually. Tests may be announced or unannounced and are intended to help evaluate and improve both systems. Additional tests may be conducted as part of drills, exercises, or as necessary to selected target groups. Any test will be clearly identified as such in the alert message.

Copies of the Snow College Emergency Procedure Quick Reference Guide are posted in most classrooms, meeting spaces and offices. The guides contain critical information and suggestions for responding emergency situations.

"Emergency Alert" sign up: Each Snow College employee, student and college community member may choose to register for the Emergency Alert Notification System. To register, individuals should go to www.snow.edu/safety, then on the right side of the web page, click on "Emergency Alert Sign-up". On the bottom of that page, employees and students click on "Student Alert Sign-up". For College Community members, click on "Community and Outside help Sign-up". Then follow instruction to sign up or remove your cellular phone number. Be aware that from time to time tests are run on this system. In addition, Snow College updates this emergency notification list at least once a week.

Individuals will remain on the list as long as they are **registered** students or employees of Snow College unless they remove their contact information by going to the same website.

Groups other than Snow College students and employees need to coordinate with the Snow Emergency Manager to facilitate the sign up process. To reach the Emergency Manager, call 435-283-7170 or 435-283-7120

When an emergency warning of an active incident on campus or campus community is sent recipients will be instructed on the building(s) or area(s) to avoid, and whether to lock down in place or how to evacuate. Please be alert and follow the directions completely. Share this information with others in case they did not receive the warning. As the situation changes, updates will be sent out including when the situation is resolved and when it's safe to resume normal activities.

Snow College will, without delay, based on the overall safety of our college community determine the content of the notification system, unless issuing a notification will, in the professional judgement of the college authorities, compromise efforts to assist a victim, or otherwise mitigate the emergency.

Emergency Alerts, like Early Warnings are documented using the Police Records System which includes a description of the exercise or test and its' outcome.

Emergency Alert Siren System

Snow College also uses an audible alert siren system to warn the campus and community of possible hazardous situations. The signals are described below.

The FIRE tone siren is a Long High-Low Wail. This is the same tone presently used in some communities to call their fire personnel to a fire. In Ephraim, the fire department does NOT use the fire siren for the public to hear. This tone will not be used in Ephraim City but could be used in other parts of Sanpete or Sevier County.

The Shelter-In-Place (SIP) tone siren is a Fast High-Low Wail. This tone has a faster cycling than the fire siren. To respond appropriately to the SIP tone, go inside immediately and close and lock all doors and windows. Turn off all ventilation. Tune a radio to KMTI (650 AM) for additional instructions.

The Evacuation tone siren is a Long High Solid Wail. This tone will start low and slowly build to a sustained high tone. Tune a radio to KMTI (650 AM) or wait for the College's Emergency Alert System (Send Word Now) for information relating to the appropriate evacuation process i.e. direction to exit your location. This tone will only be used if the community can safely evacuate from the hazard rather than shelter-in-place. Such threats might include wildfire, a terrorist attack, or flood. Follow evacuation directions carefully. Taking short cuts may put individuals at risk.

To review these emergency tones go to www.snow.edu/safety. Then select "Emergency Sirens".

Fire Log Policy

Snow College maintains fire logs which include the date and time the fire occurred as well as when it was reported, the nature of the fire, and the general location of the fire. Fire log information will be available within two business days and will be available for at least 60 days for public inspection as outlined below. Fire log records will be available for seven years upon request. Please allow at least two business days to obtain any fire log information. Anyone may have access to fire log information including the news

media. Fire log data will be published with crime statistics in the annual statistical report. " Fire" listed in the logs include incidents where there is fire or smoke that sets off the alarm or is reported as a fire or smoke.

Ephraim Campus: Fire logs for the Ephraim Campus are available by contacting Snow College Police located in the Business Building at 151 South Main Street during normal business hours. For convenience, if a fire occurs a Fire Log will be posted outside the Public Safety office in the main hallway of the Business Building. Contact the Snow College Fire Marshall at 435-283-7221 or Campus Police at 435-283-7170 with any questions.

All new buildings are equipped with suppression systems. Fire Exit drill reports are used to identify weaknesses and make improvements to our fire safety planning.

Richfield Campus: Fire logs for the Richfield Campus are not required by law because the Richfield Campus does not have on-campus housing. Fires and fire alarms will be included in the crime log available by contacting Snow College Public Safety or the Richfield City Police Records Division located at 77 East Center Street during normal business hours. Contact the Richfield Campus Fire Marshall at 435-893-2235 or Campus Police at 435-283-7170 with any questions.

Employees and students are informed to refer to the Fire/Fire alarm tab in the Emergency Procedures Quick Reference Guide for procedures to be used in case of a fire including evacuation procedures. Emergency Procedures Quick Reference Guides are located throughout all class rooms, common areas and offices.

The Annual Fire Report summarizes all fire related as defined by the Federal Clery Act.

Annual Fire Report: The reauthorization of the Higher Education Opportunity Act requires colleges with on-campus student housing facilities to report statistics concerning the number of fires, causes of fires, injuries and deaths related to fires as well as the value of property damaged due to fire.

Snow College has on-campus housing units on the Ephraim Campus only. Each unit is equipped with fire alarms that are monitored off campus at a central location. The alarm company will alert the Police/Fire Dispatch Center located at the Sanpete County Sheriff Complex. There are no fire sprinkler systems within any of these units with the exception of the Academy Suites student housing units.

Snow College Residence Life has strict policies relating to portable electrical appliances that are allowed in sleep study units. Policies strictly prohibit any open flames and smoking within any housing units.

Fire safety is an important consideration for those students that choose to live on campus. Mandatory fire safety training is provided to residents at the beginning of each semester and includes appliance use in the dorms, smoking rules, and the restriction of open flames. Training includes evacuation procedures for each housing unit and mandatory supervised fire drills each semester.

The **Annual Campus Security and Fire Report** will be addressed each year in narrative form located below. This data can also be found with the crime statistics report. Employees and students are actively involved in all fire safety training including bi-yearly fire evacuation drills. Fire Exit drill reports are completed and filed with the facilities manager with a copy included in the Police report prepared by the Public Safety officer.

Ephraim Campus:

2015 - 6 Fire Alarms/Fire/Smoke, 1 in the Science Building and 5 in housing units. Minor damage –No Injuries 2016- 7
Fire Alarms/Fire/Smoke were reported, all in Housing, 4 Suits, 2 Anderson Hall, and 1 Nuttall Hall, No damage or injuries.
2017- 1 Fire Alarm/Fire/Smoke were reported in Cottages Hall East housing unit, Cooking – no damage or injuries.

Richfield Campus:

2015- None
2016- None
2017- None

Fire Evacuation Drills were conducted twice a year during the fall and spring semesters in all on-campus housing units. In addition, other fire evacuation drills may occur based on training needs of the campus. A police case number is taken when fire evacuation drills occur.

Campus Security Authorities under the "Federal Clery Act"

In general, individuals can contact any faculty or staff member to report criminal or suspicious behavior. Snow College Public Safety (Campus Police) encourages any victim or witness of a crime to promptly report the incident to the Campus Police. Reported crimes may be kept confidential in some situations but will be disclosed when reporting to the U S Department of Education in the Annual

Report. The following lists are some of the identified "Campus Security Authorities" for Snow College. Feel free to contact any of those listed to report criminal activities, including any type of harassment or victimization.

Campus Security authorities received annual training on reporting processes and procedures including the importance relating to timely reporting within 24-hours. This training is then passed on to their employees by the individual Campus Security authority.

EPHRAIM CAMPUS

Public Safety/Campus Police	283-7170/7172
Fire Marshall	283-7220
Vice President-Student Success	283-7100
Vice President-Academics	283-7301
Vice President-Administration	283-7200
Student Life Director	283-7127
President's Office	283-7010
Academic Advisement	283-7317
Campus Building Maintenance	283-7220
	283-7020
Coordinator	283-7120
Coordinator	283-7321

Residential Life Director	283-7169
Financial Aid Director	283-7130
Library Director	283-7362
Risk Manager	283-7120
Emergency Manager	283-7170
Director of Admissions	283-7154

RICHFIELD CAMPUS

All listed on the Ephraim Campus plus: Director of Athletics
Safety Manager 893-2235 Title IX
Director of Sevier Valley Center 893-2283 A D A
Dean, Business & Applied Tech 893-2264