DOMINICAN UNIVERSITY of CALIFORNIA

2022 ANNUAL SECURITY AND FIRE REPORT
(For Calendar Year 2021)

TABLE OF CONTENTS

TABLE OF CONTENTS 1
INTRODUCTION 3
HOW THIS REPORT IS PREPARED 3
HOW TO REPORT CRIMES OR EMERGENCIES 4
VOLUNTARY CONFIDENTIAL REPORTING 4
CRIME PREVENTION, SECURITY AND ACCESS TO CAMPUS FACILITIES 5
COOPERATION WITH STATE AND LOCAL POLICE AGENCIES 6
EMERGENCY ALERT SYSTEM 6
CAMPUS SECURITY AUTHORITIES (CSAs) 6
INCIDENT RESPONSE TEAM 7
SENIOR OFFICER IN CHARGE 7
TIMELY WARNINGS 7
EMERGENCY NOTIFICATION 8
EMERGENCY AND EVACUATION DRILLS 9
PROGRAMS TO PREVENT DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT & STALKING 9
PROCEDURES TO FOLLOW IF A CRIME OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING HAS OCCURRED 12
CONFIDENTIALITY 15
SEX OFFENDER REGISTRATION INFORMATION 15
DISCIPLINARY PROCEEDINGS FOR STUDENTS AND EMPLOYEES 15
ADJUDICATION PROCESS FOR STUDENT (Code of Conduct) 20
SAFETY AND SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS 21
SAFETY PRECAUTIONS AND RISK REDUCTION 22
HOW TO BE AN ACTIVE BYSTANDER 23
DRUG AND ALCOHOL POLICY 23
DRUG AND ALCOHOL EDUCATION 24
MISSING PERSONS REPORTING AND NOTIFICATION 25
CRIMES IN SAN RAFAEL AND SAN FRANCISCO 25
GEOGRAPHICAL REPORTING AREA 26

CRIME STATISTICS.....26
DEFINITIONS.....31
FIRE SAFETY REPORT FOR CALENDAR YEAR 2021.....33
NOTICE OF NON-DISCRIMINATION.....38

DOMINICAN UNIVERSITY OF CALIFORNIA
MAKE SCHOOL
2022 ANNUAL SECURITY AND FIRE REPORT

INTRODUCTION

Dominican University of California (Dominican) is required by law to publish this campus security and fire report on an annual basis. This information should be a reminder that each member of the campus community has a responsibility to keep Dominican a safe place to work and study. This report includes crime statistics for the three previous calendar years, as is required.

Dominican University of California also served as the host institution during an incubation period for the Make School, located in San Francisco as they seek accreditation. For purposes of reporting, the Make School, is considered an "other campus" of Dominican University. This partnership ended in 2021 and as such, 2021 will be the final year new data is gathered/reported for Make School.

HOW THIS REPORT IS PREPARED

This Annual Security and Fire report has been prepared and distributed by the Director of Human Resources and Title IX Coordinator, in consultation and collaboration with the Risk Team, Barbier Security, and the Office of Student Life. In addition to ensuring compliance with current requirements, all new and updated policies, procedures and other facts are incorporated into the report annually. A draft report is prepared and distributed to this group for comments and corrections prior to public distribution.

The crime statistics data for this report come from multiple sources. Dominican maintains a daily crime log, which is available for public inspection by contacting Jesse Andrews, Director of Human Resources at jesse.andrews@dominican.edu. In addition to the daily crime log, the statistics for this report include:

- Campus security produces a daily security activity log. Incidents which may constitute a crime are recorded on the crime log daily by Human Resources.
- The Office of Student Life maintains records of disciplinary actions.
- The Office of Student Life and Human Resources Office maintain records of investigations.
- Criminal activity at non-campus locations is monitored by staff members responsible for those non-campus locations and reported to the Director of Human Resources. Dominican does not have any student organizations that own or control non-campus locations.
- If someone tells a CSA about a crime, or an incident that might be a crime, the CSA ***must report it*** to University officials. University officials are then able to respond appropriately to the situation, as well as accurately record the information for this report.
- Requests are made to the San Rafael Police Department, the City of Novato Police Department, the San Francisco Police Department to provide law enforcement activity records for University controlled locations. Law enforcement data is also requested of any agency that has jurisdiction over locations frequented by student athletes on official university travel.

HOW TO REPORT CRIMES OR EMERGENCIES

Dominican encourages accurate and prompt reporting of all crimes and emergencies to campus security and police. Community members, students, faculty, staff, and guests are requested to report all crimes in timely manner when the victim of such crimes elects or is unable to make such a report.

In the event of a violent crime, a crime in progress, or an incident involving personal injury or requiring medical attention:

Get Safe Your safety comes first.

Get Help Call 911, or 9-911 from a campus extension phone on the San Rafael campus. Carefully EXPLAIN the problem and the location. DO NOT HANG UP until you are instructed to do so by the dispatcher. Also contact Campus Security at 415-269-6070.

Get A Plan Follow instructions from law enforcement and campus security.

After informing 911 and Campus Security:

Students should report crimes to the Vice President for Student Affairs and Dean of Students at 415-485-3223, located on the 2nd floor of Edgehill Mansion.

Faculty and staff should report crimes to the Director of Human Resources at 415-482-1847, located in the Carriage House.

Any calls from the news media regarding the occurrence of criminal incidents on campus should be directed to the Office of Communications and Media Relations at 415-485-3239.

VOLUNTARY CONFIDENTIAL REPORTING

If you are a victim or witness of a crime and choose not to file a report directly with University or local law enforcement and provide personal information, you may call the Campus Conduct Hotline at 866-943-5787 and report an anonymous “Clery Act Crime.” No personally identifying information about the caller is documented when reporting in this manner. Crimes reported in this manner will not be investigated.

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, and alert the campus to potential danger. Reports filed in this manner and counted and disclosed in the annual crime statistics for the institution. Victims’ names/identities are not revealed in these statistics.

Disclosure of crimes to confidential resources such as Campus Ministers (when acting only in their pastoral capacity) and Professional Counselors will not result in a report to the University. Dominican encourages pastoral and professional counselors, if and when they deem appropriate, to inform the persons they are counseling of how to report crimes both directly to the University and on a voluntary, confidential basis through the Campus Conduct Hotline.

CRIME PREVENTION, SECURITY AND ACCESS TO CAMPUS FACILITIES

Dominican University of California's San Rafael campus is comprised of 64 acres. The boundaries of the campus are roughly Belle and Grand Avenues on the perimeter of Forest Meadows, and the remaining area bordered by Palm, Olive, Acacia, Locust, Deer Park, and Highland Avenues. An additional 22 acres of undeveloped land is located between Deer Park and Margarita Avenues. A map of the developed campus is available at http://www.dominican.edu/about/campus/mapsandparking.

The Make School was located at 555 Post Street in San Francisco. For the purposes of reporting, Make School included the facilities located at that address as well as housing facilities located at: 851 California Street in San Francisco. Make School students sign leases directly with the housing vendor.

San Rafael Campus
Campus Security
Campus Security guards are ***not*** police officers. Dominican typically has two security guards on duty 24 hours a day, seven days a week, 365 days a year. For the San Rafael campus, security guards check buildings during their rounds. They make sure that all windows are locked and that lights are turned on or off as appropriate. The guards also check the parking lots around campus, including the lots near the Conlan Recreation Center and athletic fields. Dominican security personnel carry pepper sprays, batons, and tasers (but not taser guns). They do not have arrest authority and do not make arrests; however, they may call local police for assistance. The jurisdiction of campus security is limited to Dominican-owned or -controlled property for which they are contracted. Campus security's enforcement authority extends to apparent violations of campus policies and procedures. Apparent violations of law are referred to appropriate state and local law enforcement. In an emergency, any member of the San Rafael campus can also dial 911 or 9-911 from a campus extension phone.

Escort Service
A Campus Security guard will escort any member of the campus community between buildings or from a building to a car at night. An escort can be arranged by calling Campus Security at 415-269-6070.

Building Security Policies
- Classroom buildings on campus are generally open between 7am and 11pm; however, some buildings may close earlier. Library and Conlan Recreation Center hours change periodically during the academic year to meet the demand for services.
- Residence hall doors are locked at all times. Security guards and Resident Advisors (RAs) check to be sure that all entrances remain locked and secured during their evening rounds. Individual student rooms lock with a deadbolt. Residents of Edgehill Village are advised to keep the doors to their living quarters locked. Some Residence hall doors are equipped with security cameras.
- Residence halls are accessible only to resident students and appropriate persons. Students entering two residence halls, Pennafort and Fanjeaux, must swipe their ID cards to access the facility. A valid ID is required to enter these buildings 24/7.
- Students must guard against giving access to an unknown person by holding the door open or by propping the door open. Students should never prop open the doors into the residence halls.
- A valid photo ID is required for access to the Library.
- A valid Dominican ID is required for access to Conlan Recreation Center except for public events. Desk is staffed and monitored all hours of operation.

Make School
Make School campus was in a secured building with access granted by a reception desk or by having an access code

Security Considerations in Maintenance of Campus Facilities
San Rafael Campus: Campus Security routinely patrols the campus to ensure that campus safety is maintained. Campus buildings are routinely inspected for safety by the local Fire Department and our insurance/risk assessment vendors. Facilities Services takes security into consideration when controlling vegetation, maintaining buildings and property, planning renovations and other activities.

COOPERATION WITH STATE AND LOCAL POLICE AGENCIES

Dominican notifies and cooperates with state and local law enforcement when required by law and has involved, and will continue to involve, state and local agencies whenever the situation calls for such action. State and local agencies should be contacted immediately by anyone on campus whenever there is an emergency or life-threatening incident on campus. Campus security personnel do not have the authority to make arrests. In emergency or life-threatening situations, law enforcement personnel are contacted to detain and/or arrest individuals if warranted.

Dominican has a Memorandum of Understanding with the San Rafael Police Department that clarifies the responsibilities regarding law enforcement, including the reporting of criminal activity involving Dominican students, faculty and staff, on the Dominican campus or on Dominican property. Human Resources and Student Life staff maintain a relationship with San Rafael Police Department's designated School Resource Officer. Campus security is in contact with state and local law enforcement on a regular basis for assistance with responding to and investigating crimes.

EMERGENCY ALERT SYSTEM

All students, employees, and members of the University community with a Dominican ID card are automatically enrolled in the University's emergency alert system. In order to ensure the receipt of timely warnings and emergency notifications, keep your personal contact information up to date. Students should do this on Self-Service or with the Registrar's Office. Employees should do this in Workday. Parents, neighbors, vendors, and other members of the extended campus community can register to receive alerts at https://www.getrave.com/login/dominicanuca.
This system allows the University to send emergency messages via:

- Text and voice messages,
- Posting to Facebook, Twitter, and Dominican's public website, and
- Displaying on the screens of all networked campus computers.

CAMPUS SECURITY AUTHORITIES (CSAs)

Campus Security Authorities (CSAs) are individuals with significant responsibility for student and campus activities, campus security or are designated to receive crime reports. Examples of CSAs at Dominican include Campus Security Agents, Resident Assistants, Coaches, and the Vice President for Student Affairs and Dean of Students.

INCIDENT RESPONSE TEAM

Dominican's Incident Response Team (IRT) assesses incidents and emergencies and coordinates the University's response. The team is comprised of the Vice President for Academic Affairs, Vice President for Finance and Administration, Vice President for Advancement and Public Affairs, Vice President for Student Affairs and Enrollment Management, Director of Facilities Services, Executive Director of Communications and Media Relations, Executive Director of Information Technology Services, and the Director of Human Resources.

SENIOR OFFICER IN CHARGE

The Senior Officer in Charge provides leadership and guides our response to critical incidents. The President is the Senior Officer in Charge (SOC) and when the President is unavailable, the responsibility falls to the Vice President for Finance and Administration, Vice President for Academic Affairs and Dean of the Faculty, the Vice President for Student Affairs and Enrollment Management, or the Vice President for Advancement and Public Affairs, in succession.

TIMELY WARNINGS

Notifying the Campus Community about Reported Crimes
The purpose of a timely warning advisory is to alert the campus community to the occurrence of a Clery crime that poses an ongoing serious threat to the campus community and/or to heighten safety awareness of students and employees.

An Incident Response Team member will determine whether a reportable crime presents a serious or continuing threat on a case-by-case basis after examining the nature of the crime, the danger facing the campus community, and other relevant factors. If determined necessary, an Incident Response Team member or designee will draft and issue the warning. Timely Warnings are distributed via the emergency alert system or campus email.

Even when a timely warning is not required under Federal law, the Incident Response Team may elect to issue a timely warning or otherwise advise the affected campus community of any incident that poses an ongoing serious threat to the campus and where doing so is in the best interest of campus security.

EMERGENCY NOTIFICATION

Notifying the Campus Community about an Immediate Threat

When a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurs, an emergency notification will be issued. Emergency notifications will be considered on a case-by-case basis depending on all relevant factors, including the nature of the situation, the location, the time of the incident, the local police response and guidance to campus officials, and the potential direct effect on the campus community. An Incident Response Team (IRT) member will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the alert system. If the emergency is not already confirmed within the initial notification, the Incident Response Team member will seek confirmation of the emergency and any additional information to be shared by contacting campus security (via phone or text), local law enforcement (via phone) and/or another Incident Response Team member (via text) in the order most appropriate for the particular emergency. Corroboration of the emergency by a single one of these individuals will be considered sufficient confirmation to authorize the Incident Response Team member to initiate a message.

The Incident Response Team member is responsible for drafting the content of the alert either by selecting one of several pre-scripted messages or by providing customized information that will best allow the community to protect themselves. Ideally, and if time allows depending upon the nature of the emergency, a second Incident Response Team member will concur with the draft message via text message before the alert is sent to the community. For example, an Incident Response Team member receives a message from local law enforcement that high winds and flooding are expected in the next 24 hours. The Incident Response Team member drafts emergency notification message and sends to rest of Incident Response Team via text.

Within the hour a second Incident Response Team member concurs with the message and the message is sent via the emergency alert system. For another example, an Incident Response Team member gets a call from a Faculty member reporting that they heard gunshots. The Incident Response Team member calls security who confirms the report. The Incident Response Team member drafts the message and sends it via the emergency alerts system immediately and then texts the other members of the Incident Response Team to coordinate follow-up messages.

The only reason Dominican would not immediately issue a notification for a confirmed emergency or dangerous situation would be if doing so would compromise efforts to: assist a victim; contain the emergency; respond to the emergency; or otherwise mitigate the emergency.

While most timely warnings and emergency notifications will be sent to all contacts and by all methods available in the emergency alert system, the system also has the capacity to send messages to segments of the population, such as only residential students, or via limited methods, such as only text message. The Incident Response Team member will determine which segment or segments of the campus community will receive the notification based on what segments may be impacted by the emergency. The notification will be sent via the emergency alert system (see Emergency Alert System section for more details on how this system disseminates information).

Parents, visitors, neighbors, and the general public, who have self-registered with the emergency alert system will be notified via that system when the notification is sent to all contacts. The emergency alert system will also be used to disseminate the emergency information to the larger community via Facebook, Twitter, and Dominican's public website. A member of the Incident Response Team, specifically the Executive Director of Communications and Media Relations would be responsible for notifying local media outlets, if appropriate.

EMERGENCY AND EVACUATION DRILLS

The University Risk Team is responsible for coordinating and documenting annual drills, exercises, and appropriate follow-through activities designed for assessment and evaluation of emergency plans and capabilities. The members of the Risk Team include the Vice President of Finance and Administration, Vice President for Advancement and Public Affairs, Vice President for Student Affairs and Enrollment Management, Associate Dean of Students, Director of Facilities Services, Executive Director of Communications and Media Relations, Director of Human Resources, Director of Athletics, and Executive Director for Information and Technology Services.

The Risk Team discusses drills and exercises and makes recommendations on what activities will be conducted during the year. Emergency plans and capabilities are assessed through table-top exercises and post-incident response analysis. Lessons learned are captured and changes are implemented to improve response.

Each residence hall has at least one mandatory evacuation drill each semester. These drills are planned and documented by the Director of Housing and Residence Life.

Annual evacuation drills for other occupied campus buildings are scheduled, planned, and documented by the Risk Team.

In addition to being sent with communication prior to evacuation drills or exercises, emergency response and evacuation procedures are publicized annually to all students via the student handbook, Annual Security and Fire Report, during orientation, and through mandatory RA led meetings for residential students.

For employees, emergency response and evacuation procedures are publicized annually, and in conjunction with tests or exercises, this information is also distributed through the Annual Security and Fire Report, during new-hire orientation, and through information circulated by the Penguin Press.

PROGRAMS TO PREVENT DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT & STALKING

Dominican policy prohibits dating violence, domestic violence, sexual assault, and stalking. Educational programs offered by Dominican to promote the awareness of sexual assault, domestic violence, dating violence, and stalking include:

For Students
Incoming students are required to participate in a two-to-three hour online training module provided by Vector Solutions. This program, which complies with Federal Campus Sexual Violence Elimination (SaVE) Act requirements, includes information and practical skills for preventing and stopping sexual violence. It also addresses topics such as risks of alcohol and drug use, the “hook-up culture” and bystander intervention tactics. Bystander interventions tactics including the following:

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.

2. Confront people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

As part of this course, students receive University policies prohibiting the crimes of dating violence, domestic violence, sexual assault, and stalking. The program requires that students acknowledge receipt and review of these policies. The local jurisdiction definitions of dating violence, domestic violence, sexual assault, stalking, and consent in reference to sexual activity, is included in the statement of policy and are taught during educational programming. **See definitions section of this document for specific definitions.**

In addition to the online training, ongoing awareness and prevention campaigns and programs for students include:

- *Orientation Presentation* (August) - a live interactive presentation by centered around issues of sexual misconduct in conjunction with orientation programming on sexual misconduct prevention
- Center for Domestic Peace (C4DP) and Penguins for Peace student group programming:
    - *Domestic Violence Awareness* (October)
    - *Sexual Assault Awareness Month* (April)
- Resident Advisor educational and social justice programs throughout the year

Other varied Programs:

- Ongoing Safe Sex & Sex Education Programming sponsored by various campus groups:
    - “Respect Fair” hosted by Nursing Interns
    - Center for Domestic Peace student partnerships
- Training for Housing and Residence Life Staff
    - Resident Advisors (RA) – In addition to the “Think About It” program, RAs participate in additional online programs on Title IX and Sexual Misconduct. They also participate in training/education workshops hosted by campus and community agencies (e.g.; Student Health Center, University Counseling Services)
    - Resident Advisors (RA) in the residence halls undergo a specialized two-week training to respond to housing emergencies including rape, suicide prevention, earthquake, and fire.
    - Resident Advisors are familiar with the University's safety procedures for investigating and reporting any suspicious or criminal activities in the residence halls

For Faculty/Staff

All employees are required to participate in training on Sexual Misconduct which includes prevention of dating violence, domestic violence, sexual assault and stalking. Primarily delivered online, the training:

- Includes a statement that Dominican prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking as well as local jurisdiction definitions of dating violence, domestic violence, sexual assault, stalking, and of consent, in reference to sexual activity.
- Engages employees and raises their awareness about sexual assault, domestic violence, dating violence and report misconduct to the appropriate person including covering awareness and prevention subjects required by Section 304(a)(5) of the Violence Against Women Reauthorization Act of 2013 (known as the "Campus SaVE Act"), as well as Title IX of the Education Amendments Act of 1972.

- Provides employees practical tips on helping maintain a safe, inclusive environment for work, including safe and positive options for bystander intervention.
- Provides users with a learning experience that is driven by narratives and immersive interactions. The interactive exercises engage users with realistic situations and tasks, and cover all aspects of an employee's role in promoting a harassment and discrimination free workplace.
- Trains employees how to identify and report sexual and interpersonal misconduct against students, including how to respond to a report of an assault or abusive situation, what to say to the victim, resources for victims, and who to notify.

Employees who are designated to respond to and investigate reports of this nature receive additional training on Campus SaVE and investigations.

In addition to the online training, ongoing awareness, and prevention campaigns, programs for Faculty and Staff participation include:

- *Direct email and electronic newsletter communication* (throughout year) - about policies, prevention and how to respond
- *Orientation Programming for new Faculty and Staff* - includes awareness and prevention elements

PROCEDURES TO FOLLOW IF A CRIME OF SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING HAS OCCURRED

The following are procedures victims should follow if a sexual assault, domestic violence, dating violence, or stalking has occurred. This information is provided in writing to students and employees annually. Procedures and options for reporting are also found in the Title IX Policy and Discrimination, Harassment, Sexual Misconduct and Retaliation Prevention Policy which is sent to both reporting and responding parties.

If you are a victim of a sexual assault, dating violence, domestic violence (sexual misconduct) go to a safe place immediately. Leave the scene of the crime as it is. Do **not** drink, eat, shower, douche, wash your hands, comb your hair, brush your teeth, or change your clothes. Such activities may destroy physical evidence that could be used in the possible prosecution of the person who assaulted you and may be helpful in obtaining a protection order. Contact someone who can help and support you, for example a resident advisor or a trusted friend. **Get medical attention immediately**. The importance of seeking immediate medical attention cannot be overstated. You do not need to file a police report to obtain a sexual assault exam and the exam is free.

Consider contacting the police. The police are willing to meet you at the hospital if you do not want them to come to campus. The Office of Student Life or Human Resources Office encourages you to contact local law enforcement and can assist you in notifying these authorities or seeking a restraining order, if assistance is requested. Advocacy services can also be provided through Center for Domestic Peace (C4DP).

Any victim of sexual assault, dating violence, domestic violence, or stalking (sexual misconduct) has multiple options for reporting incidents of violence. To officially report an incident of sexual misconduct to Dominican contact the following resources:

- Title IX Coordinator – Jesse Andrews, Director of Human Resources: 415-482-1847
- Deputy Title IX Coordinator – Paul Raccanello, Vice President for Student Affairs and Enrollment Management: 415-485-3223
- Email: titleix@dominican.edu
- Online: https://cm.maxient.com/reportingform.php?DominicanUnivofCA&layout_id=9
    - This form may also be completed anonymously

Dominican recognizes that reporting sexual assault, dating violence, domestic violence, or stalking may prevent future assaults. Although the University strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report, and victims have the right to decline involvement with the police.

All victims have these confidential resources available to them, regardless if they choose to open an official investigation or not. The University strongly encourages victims to work with an advocate from the Community Violence Solutions and/or the Center for Domestic Peace. The Office of Student Life or Human Resources Office will assist the victim in contacting one of these agencies.

- Community Violence Solutions: 800-670-7273
- Center for Domestic Peace: 415-924-6616
- Student Health Center (Bertrand Hall, 1st floor): 415-485-3208
- Student Counseling Center (Bertrand Hall, 1st floor): 415-485-3258
- Director of Campus Ministries (only confidential in the practice of religious ritual, [i.e. confessional]): 415-485-3207

However, the degree to which confidentiality can be protected will often depend upon the professional role of the person being consulted. Clergy or sexual assault victim counselors may keep the confidentiality of statements made to them in their role as clergy or counselors. Physicians and psychotherapists may keep the confidentiality of statements made to them in their role as medical professionals, but are required by law to report (1) treatment of an injury sustained during a sexual assault, and (2) suspicion of a sexual assault committed against a person under 18 years of age. They must also report the incident to the Title IX Coordinator, though any identifying information about the victim should not be reported, unless authorized by the victim.

Dominican provides written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to victims both within the institution and in the community.

University Counseling Services
415-485-3258
Bertrand Hall, Room 100
Counselors and our off-campus partners at Community Violence Solutions and the Center for Domestic Peace are available to aid students to work through feelings, and explore the impact and meaning of their experience of assault or violence. Medication, treatment and referrals to long-term treatment are also available. **All counseling is confidential** and only in the event of a threat to oneself or someone else is a counselor legally and ethically bound to step beyond the confidentiality maintained by university counseling services and student health services to safeguard the well-being of all involved.

Community Violence Solutions (CVS)
www.cvsolutions.org
24-hour Confidential Crisis Line: 800-670-7273
San Rafael office: 415-259-2850
30 N. San Pedro #170, San Rafael, CA 94903
Community Violence Solutions (CVS) is dedicated to working in partnership with the community to end sexual assault and family violence through prevention, crisis services, and treatment. Formerly called Rape Crisis Center, Community Violence Solutions offer several options for support:

- Step-by step instructions on how to proceed in the first 72 hours following a sexual assault
- Referrals to the Sexual Assault Response Team or a hospital of your choosing
- Medical, Legal, and Reporting Options

Center for Domestic Peace
www.centerfordomesticpeace.org
English: 415-924-6616
Spanish: 415-924-3456
734 A Street, San Rafael, CA 94901
Center for Domestic Peace mobilizes individuals and communities to transform our world so domestic violence no longer exists, creating greater safety, justice and equality. The Center for Domestic Peace works with individuals who are survivors of dating violence and domestic violence.

Student Health Center
Bertrand Hall, 1st floor
415-485-3208
Our Student Health Center provides free health service to all currently registered students regardless of your medical insurance plan.

Global Education Office
Edgehill Mansion, 3rd floor
geo@dominican.edu
415-482-2483
Provides education, support, and resources to international students and students planning to study abroad.

Financial Aid Office
Bertrand Hall, 1st Floor
415-257-1350
finaid@dominican.edu
Provides support and guidance for aid opportunities to enable applicants and current students, along with their families, to make the best choices for both their educational needs and financial well-being.

University Communications - Immigration
The following website has been shared with the Dominican community to provide immigration education, support, and resources, such as Canal Alliance, Immigration Legal Services, Ready California, and the Immigrant Legal Resource Center: https://sites.google.com/dominican.edu/univcomm/immigration

Following a report of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee a written explanation of the student's or employee's rights and options.

In incidents of sexual misconduct that are officially reported to Dominican, our first concern is safety. Accommodations or interim measures are available if requested and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of accommodations or protective measures include:

- A change a victim's academic or work assignment situation
- A change a victim's living situation (if the victim resides on-campus)
- A change in a victim's transportation situation
- A "No Contact Directive" issued between all parties implicated in the investigation.

Contact the Title IX Coordinator or a Title IX Deputy Coordinator to request accommodations or interim measures. Information about how to request accommodations or interim measures is provided in writing to the survivor in the Survivor Resources Handout.

Title IX Coordinator
Jesse Andrews, Director of Human Resources
Mailing Address: 50 Acacia Avenue, San Rafael, CA 94945
Office Location: Carriage House behind Magnolia House on Magnolia Avenue
(415) 482-1847
jesse.andrews@dominican.edu or TitleIX@dominican.edu

Deputy Title IX Coordinator
Paul Raccanello, Vice President for Student Affairs and Enrollment Management
Mailing Address: 50 Acacia Avenue, San Rafael, CA 94945
Office Location: Edgehill Mansion, Second Floor
(415) 485-3223
paul.raccanello@dominican.edu or Title IX@dominican.edu

Orders of protection, "no-contact" orders, restraining orders, or similar lawful orders issued by a criminal or civil court may also be available to the victim, and Dominican will comply with its responsibilities as named in those orders. Forms and instructions for obtaining restraining orders from Marin Superior Court can be found at http://www.marincourt.org/family_restrain.htm. Help filling out the forms can be found at:

- Legal Self Help Services, Civic Center, Hall of Justice, Room C-27, San Rafael, (415) 444-7130
- Family and Children's Law Center, 30 North San Pedro Road, Suite 245, San Rafael, (415) 492-9230.
- Center for Domestic Peace, 734 A Street, San Rafael, (415) 457-2464

For more information visit the Dominican University website to view the full policies.

- Discrimination, Harassment, Sexual Misconduct and Retaliation Policy at Dominican University of California: https://www.dominican.edu/about/safety-and-emergency-information/sexual-misconduct-title-ix-and-discrimination
- The Dominican University of California Student Code of Conduct https://www.dominican.edu/campus-life/student-handbook-and-policies

CONFIDENTIALITY

When sexual assault, domestic violence, dating violence, stalking incidents are reported, the University will make every effort to preserve the victim's privacy and protect the privacy of his or her information.

Confidential information on publicly-available recordkeeping, including Clery Act reporting and disclosures, will be accomplished without including identifying information about the victim.

The Title IX Coordinator, or designee, will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide accommodations or protective measures.

SEX OFFENDER REGISTRATION INFORMATION

The Campus Sex Crimes Prevention Act requires institutions of higher learning to advise the campus community as to where information about registered sex offenders may be obtained. For the most current information visit: http://www.city-data.com/city/California.html or https://www.meganslaw.ca.gov/.

DISCIPLINARY PROCEEDINGS FOR STUDENTS AND EMPLOYEES

The University is obligated and committed to respond to all issues of sexual assault, domestic violence, dating violence, or stalking (sexual misconduct). Investigations are conducted according to procedures outlined for the campus community, and are handled promptly, fairly, and impartially from the initial investigation to the final result by investigators who receive annual training in issues related to sexual misconduct, domestic violence, dating violence, sexual assault, and stalking. All individuals involved in each stage of the process, including investigators, decision-makers and appeal reviewers, are trained in how to conduct the investigation and hearing process to preserve the integrity of the process, protect the privacy and safety of those involved, and promote accountability.

In incidents of alleged sexual assault, domestic violence, dating violence, or stalking (sexual misconduct) that are officially reported to Dominican, the Title IX Coordinator or designee will conduct an investigation to determine if there is sufficient evidence (or not) to substantiate a violation of the Dominican's Title IX + SB493 + DHR Policy. The University aims to complete all investigations within a sixty (60) business day time period, which can be extended as necessary for appropriate cause, with notice to the parties as appropriate.

Upon notice to the Title IX Coordinator, this resolution process involves a prompt preliminary inquiry to determine if there is reasonable cause to believe the nondiscrimination policy has been violated. If so, the University will initiate one of three responses:

1) A remedial response because the reporting party does not want to proceed formally;
2) An informal resolution;
3) A formal resolution including an investigation that is thorough, reliable, impartial, prompt, fair, and as private as possible.

The investigation and the subsequent resolution process determine whether the Title IX + SB493 + DHR Policy has been violated. If so, the University will promptly implement effective remedies designed to end the action, prevent its recurrence, and address its effects.

When investigating an allegation of a violation of the Title IX + SB493 + DHR Policy, the University typically takes the following steps, if not completed already (not necessarily in this order):

- Determine the identity and contact information of the reporting and related parties, and assess any potential health/safety concerns.
- Initiate or assist with any necessary interim actions or remedial measures.
- Identify policies implicated by the reported misconduct.
- Conduct a preliminary inquiry (typically within 72 hours) to determine if there is enough information to initiate an investigation
    - If there is not enough information, the inquiry is closed with no further investigatory action.
    - If sufficient information is reasonably available, an investigator shall be identified.
- Prepare the initial Notice of Investigation (NOI) on the basis of the preliminary inquiry. This is anticipated to be sent within 72 hours of the conclusion of the preliminary inquiry.
    - The NOI shall contain a summary of the reported incident, specific policies impacted, and the right to an advisor present for all meetings.
- Commence a thorough, reliable, and impartial investigation by developing an investigation plan, including a witness and evidence list
- Interview all relevant individuals and conduct follow-up interviews as necessary.
- Allow each party the opportunity to suggest questions they wish the investigator to ask of the other party and witnesses.
- Provide status updates to the parties throughout the investigation.
- Complete the investigation promptly and without unreasonable deviation from the intended timeline. The length of an investigation can be impacted by a variety of factors, including, but not limited to number of parties involved, amount of evidence, academic calendar, etc. Anticipated timeline should be discussed upon commencement of an investigation.
- Write an executive report summarizing the investigation, supporting evidence, and list of witnesses whose information will be used to render a finding.
- Provide parties with the opportunity to review the executive report when it is completed.
    - Provide each party with an opportunity to respond to the report in writing within 3 business days and incorporate any responses as an addendum to the executive report.
- Submit the Executive Report to the Decision-Making Administrators for review and hearing panel, allowing for cross-examination by the parties advisors
- The Decision-Making Administrators determine if the evidence supports a finding of a policy violation and, if so, issue appropriate sanctions.

- At the conclusion of the process the Complainant and the Respondent will simultaneously be informed, in writing, of:
    (1) the outcome of any institutional disciplinary action that arises from an allegation of domestic violence, dating violence, sexual assault, or stalking
    (2) any change to the result

(3) the sanctions imposed and rationale for imposing such sanctions
(4) Dominican's procedures for appealing the results of the proceedings
(5) when such results will become final

Interim Measures
For students and employees, the University may implement appropriate remedial, supportive, responsive and/or protective actions upon notice of alleged harassment, discrimination, and/or retaliation. These interim actions are intended to support both the reporting party and responding party while the resolution process is pending. Many of the interim actions are also targeted to address the short-term effects of harassment, discrimination, and/or retaliation, i.e., to redress harm and to prevent further violations.

These remedies may include, but are not limited to:

- Referral to counseling, medical, and/or other health services
- Referral to the Employee Assistance Program
- Visa and immigration assistance
- Student financial aid counseling
- Education to the community or community subgroup
- Altering campus housing situation
- Altering work arrangements for employees or student-employees
- Safety planning
- Providing campus escorts
- Providing transportation accommodations
- Implementing contact limitations (no contact orders) between the parties
- Academic support
- Offering adjustments to academic deadlines, course schedules, etc

The University will maintain as confidential any accommodations or protective measures, provided confidentiality does not impair the University's ability to provide the accommodations or protective measures.

The University may interim suspend a student, employee, or organization pending the completion of investigation and resolution procedures, particularly when, in the judgment of the Title IX Coordinator, the safety or well-being of any member(s) of the campus community may be jeopardized by the on-campus presence of the responding party or the ongoing activity of the student organization whose behavior is in question.

Standard of Evidence
The standard for determining a violation is that of a "preponderance of the evidence" meaning it is more likely than not that a violation occurred.

Appeal Procedure
A request for an appeal of the findings and/or sanctions is subject to the grounds outlined below. All original sanctions imposed remain in effect through determination of the appeal, and both parties should be timely informed of the status of request for appeal, the status of the appeal consideration, and the result of the appeal decision.

- Requests for Appeal must be submitted in writing to the Title IX Coordinator (or designee) within five (5) business days of receipt of the findings. In the event there needs to be an extension beyond the five (5) business days, the party must request in writing any extension and must include a detailed explanation as to why the extension is being sought.

- The Title IX Coordinator (or designee) will forward the request to the Appeal Delegate for review.

- Appeal requests are limited to the following grounds:

  A) A procedural or substantive error occurred that significantly impacted the outcome of the hearing (e.g. substantiated bias, material deviation from established procedures, etc.). A summary explaining the error must be included with the request for an appeal.
  B) To consider new evidence, unavailable during the original hearing or investigation, that could substantially impact the original finding or sanction. A summary of this new evidence and its potential impact must be included with the request for appeal. If an appeal is successfully granted on this ground, the Appellate Officer may interview additional witnesses, if appropriate.
  C) The sanctions imposed are substantially outside the parameters or guidelines set by the University for this type of offense or the cumulative conduct record of the responding student. A summary explaining the disproportionality of the sanctions must be included with the request for an appeal.

Upon receipt of the Request for Appeal, the Appeal Delegate will consider the appeal request and all submitted summaries, evaluate the merit of a request for an appeal in light of the circumstances and the relevant policies (Student Handbook & Code of Conduct), and make a determination on whether enough information exists to warrant an appeal review.

A) If an appeal review is denied: the Administrative Disposition stands as-is.
B) If an appeal review is granted: the Appeal Delegate will engage in a thorough review of the appeal request (including the submitted summaries), the original record (including the investigator's report), and any other relevant information, and will take one or a combination of the following actions;

1) Uphold the findings and/or sanctions outlined in the Administrative Disposition;
2) Modify the findings and/or sanctions outlined in the Administrative Disposition;
3) Dismiss the findings and/or sanctions outlined in the Administrative Disposition.

C) The decision of the Appeal Delegate will be considered final and binding for all parties involved.

Advisors

The complainant and the respondent have the right to be assisted by an advisor of their choosing. The complainant and the respondent are responsible for presenting his or her own information and, therefore, advisors are not permitted to speak or to participate directly in any part of the investigation.

Sanctions

The following may be considered by the Title IX Coordinator/Deputy or responsible administrator in determining sanction(s)/remedy(ies) when it is determined that the respondent has violated the discrimination, harassment, sexual misconduct, and/or retaliation policy: the nature of and the circumstances surrounding the violation, the respondent's prior disciplinary record, precedent cases, University safety concerns, the rights of both the complainant and the respondent, and any other information deemed relevant. The sanction(s) will be structured to end the conduct, prevent its recurrence, and remedy its effects on the complainant and the University community. Not all violations will be deemed equally serious offenses, and the University reserves the right to impose different sanctions/remedies, ranging from warning to expulsion/termination, depending on the severity of the offense. The sanctions/remedies will be implemented immediately and will be in effect pending the outcome of any appeal. Where appropriate, the sanctions/remedies will be reported to the complainant and the respondent in writing.

Possible sanctions/remedies for employees may include:

Faculty: a verbal warning, a written warning, a letter of reprimand, mandatory attendance of an educational program on discrimination, harassment, sexual misconduct, and/or retaliation, mandatory referral for psychological assessment and compliance with any resulting treatment plan, restriction of responsibilities, reassignment, denial of salary increase, suspension without pay or dismissal/termination of employment. Sanctions/remedies including dismissal/termination of employment will be carried out in accordance with the Faculty Handbook.

Administrators & Staff: an verbal warning, a written warning, a letter of reprimand, mandatory attendance of an educational program on discrimination, harassment, and/or sexual misconduct, or retaliation, mandatory referral for psychological assessment and compliance with any resulting treatment plan, restriction of responsibilities, reassignment or transfer to another department, denial of salary increase, suspension without pay, final written warning or dismissal/termination of employment. Should the respondent be the Vice President of Academic Affairs, the communication will be to the University President. Should the respondent be the University President, the communication will be to the Chair of the Board of Trustees.

DISCLOSURE OF RESULTS

The institution will disclose the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of any crime of violence or sexual misconduct to the alleged victim, or next of kin, if the victim is deceased.

ADJUDICATION PROCESS FOR STUDENTS (Code of Conduct)

Any member of the University community may report a student for violation of the Student Code of Conduct. The University utilizes an online reporting system (Maxient) whereby members of the campus community can submit information regarding the alleged violation. These reports are transmitted to the Office of the Dean of Students, and reviewed by the Associate Dean of Students who oversees the conduct process.

For incidents of alleged sexual misconduct, the adjudication process, as outlined in the previous section, will be conducted by the Title IX Coordinator or designee.

Additionally, the respondent is provided these rights by Dominican:

- to be notified of student rights and responsibilities in the University conduct process.
- to privacy as outlined in the Family Educational Rights and Privacy Act (FERPA)
- to be notified at least three (3) business days prior to the conduct meeting of the alleged violation(s) of the Student Code of Conduct and to be notified of the date, time, and location of the meeting
- to discuss the incident and her/his alleged involvement
- to respond to the information presented in the incident report and/or the Title IX report
- to present pertinent information and witnesses on her/his behalf
- to identify witnesses on her/his own behalf and submit anticipated statements to the Associate Dean of Students in advance of the conduct meeting
- to be notified in writing within five (5) business days of the outcome of the conduct meeting
- to be informed of the appeal process and given the opportunity to file a request for appeal within five (5) business days of the date of the conduct meeting outcome letter.

The complainant and respondent have the right to be assisted by an advisor of their choosing, and at their own expense. The complainant and respondent are responsible for presenting his or her own information; therefore, advisors are not permitted to speak or to participate directly in any part of the Student Conduct Hearing.

All decisions of responsibility for violating Dominican policy or the Student Code of Conduct will be based on a preponderance of evidence standard; meaning that it is more likely than not that a violation of policy occurred. The adjudication process has two potential outcomes for respondents.

No Responsibility
In findings of “no responsibility” for violating the code of conduct, the respondent(s) will be notified and the case will be dismissed.

Responsible
In cases where students are found “responsible” for violating the Student Code of Conduct, the respondent will be issued sanctions for completion. All sanctions will be issued, in writing, to the respondent with an applicable deadline. Please note, in cases of responsibility regarding sexual misconduct, “Warnings” will not be issued. All sanctions can be found in the Student Handbook and the Student Code of Conduct and are listed, as they appear, below:

I. The following sanctions may be imposed upon any student found to have violated the Student Code:

1. Warning - A notice in writing to the student that the student is violating or has violated the institutions regulations.
2. Disciplinary Probation – A written reprimand for violation of specific regulations. Probation is for 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.
3. Loss of Privileges – Denial of specific privileges for a designated period of time.
4. Fines – Previously established and published fines may be imposed.
5. Restitution – Compensation for loss, damage or injury. This may take the form of appropriate service and/or monetary or material replacement.
6. Residence Hall Exclusion - Permanent separation of the student from the University residence Halls.
7. University Suspension - Separation of the student from the University for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
8. No Contact Directive – A written document indicating no contact between two or more parties at the institution.
9. University Expulsion - Permanent separation of the student from the University.
10. Educational Sanctions - Work assignments, essays, service to the University, reflections, mandated workshops and other related assignments.

II. More than one of the listed sanctions above may be imposed for any single violation.
III. Other than University expulsion disciplinary sanctions shall not be made part of the student's permanent academic record, but shall be part of the student's disciplinary record. Upon graduation, the student disciplinary record may be expunged of disciplinary actions.

SAFETY AND SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

During the orientation program provided for new entering students prior to the beginning of the academic year, students participate in campus safety, security, and crime prevention education programs. The Vice President for Student Affairs and Dean of Students and the Housing and Residential Life Coordinator send emails to students during the academic year about maintaining safety in general, on the San Rafael campus, and in the residence halls. Resident Advisors (RAs) talk with residents on their floors about safety. The Student Handbook contains information about safety, security, and crime prevention.

Weekly new-hire orientation meetings for all new employees include a discussion of safety, security, crime prevention, and emergency procedures. Emergency Procedures training sessions are held and open to all employees. This training covers the emergency notification process, the Incident Response Team, and how to recognize and respond to earthquakes, fire, and violence for all Dominican locations. Dominican's emergency action plan for all hazards is described as the "4Gs" and included in all training:

Get Safe
Get Help
Get a Plan

...and before all of that Get Ready.

When time is of the essence, information is released to the University community through security alerts via the emergency alert system or via email.

SAFETY PRECAUTIONS AND RISK REDUCTION

Primary prevention and awareness programs educate employees and students on risk reduction. Risk reduction involves options designed to decrease perpetration and bystander inaction; increase empowerment for victims in order to promote safety; and help individuals and communities address conditions that facilitate violence.

Awareness is the most critical factor in the personal safety equation. If intoxication, fatigue, or preoccupation compromises your attention to surroundings, you operate at a disadvantage and have a greater potential for being victimized.

Students should always take precautions when entering or leaving their residence halls and their rooms after dark. Students should travel in pairs after dark. They should inform their roommates where they are going and when they plan to return. Keep someone informed of your whereabouts.

If you are walking on campus after dark, walk with a friend or call campus security for an escort. Walk in well-lit areas, near curbs, and remain sensitive to anyone walking behind you. Walking with headphones may also compromise your awareness of your surroundings.

If you find yourself in the position of being the initiator of sexual behavior, you owe respect to yourself and your potential partner. These suggestions may help you to reduce your risk for being accused of sexual misconduct.

- Clearly communicate your intentions to your sexual partner and give them a chance to clearly relate their intentions to you.
- Understand and respect personal boundaries.
- DON'T MAKE ASSUMPTIONS
    - About consent
    - About someone's sexual availability
    - About whether they are attracted to you
    - About how far you can go or about whether they are physically and/or mentally able to consent
- If there are any questions or ambiguity, then you DO NOT have consent.
- Mixed messages from your partner are a clear indication that you should stop, defuse any sexual tension and communicate better. You may be misreading each other. Your partner may not have figured out how far they want to go with you yet. You must respect the timeline for sexual behaviors with which your partner is comfortable.
- Don't' take advantage of someone's drunkenness or drugged state.
- Realize that your potential partner could be intimidated by you, or fearful. You may have a power advantage simply because of your gender or size. Don't abuse that power.
- Understand that consent to some form of sexual behavior does not automatically imply consent to any other forms of sexual behavior.
- Silence and passivity cannot be interpreted as an indication of consent. Read your potential partner carefully, paying attention to verbal and nonverbal communication and body language.

Many of these risk reduction strategies are included in the student and employee sexual assault prevention trainings, along with scenarios and exercises.

HOW TO BE AN ACTIVE BYSTANDER

Bystanders play a critical role in the prevention of sexual and relationship violence. They are "individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it. We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

Knowing How to **CARE**

C reate a distraction
A sk directly
R efer to an authority
E nlist others

Create a Distraction: Do what you can to interrupt the situation. A distraction can give the person at risk a chance to get to a safe place.

Ask Directly: Talk directly to the person who might be in trouble.

Refer to an Authority: Sometimes the safest way to intervene is to refer to a neutral party with the authority to change the situation, like a supervisor, the Title IX Coordinator, or campus security.

Enlist Others: Ask someone to come with you to approach the person at risk, or ask them to intervene with or for you.

Other bystander tips:

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

These bystander intervention tips are included in the student and employee sexual assault prevention trainings, along with scenarios and exercises.

DRUG AND ALCOHOL POLICY

Dominican is committed to maintaining a drug-free campus. The full text of the University's policies on drugs and alcohol, including procedures governing disciplinary actions, can be found in the Staff Handbook, Faculty Handbook, and Student Handbook.

Dominican University of California prohibits the possession, use and sale of drugs in violation of California and Federal laws. As a member of the Dominican community, you should be aware that you will jeopardize your status here if you use, buy, sell, or in any way help to make available to others any illegal

drugs or alcohol. The University's Student Alcohol and Drug Policy is included in the Student Handbook and on the Student Life website. Information about controlled substances, uses and effects and federal drug trafficking penalties is included. State and federal laws pertaining to the abuse of alcohol and drugs are described in the handbook. Dominican University adheres to these laws. Information on drug and alcohol abuse programs, including organization names, contact information, and types of services offered, is also located in the Student Handbook.

Local, State & Federal Legal Sanctions

The State of California sets 21 as the minimum age to purchase or possess any alcoholic beverage. Specific ordinances regarding violations of alcohol laws, including driving while intoxicated, are available from the Office of Public Safety. State laws provide that:

- Persons under age 21 found possessing alcohol may be given a maximum fine of $500 and/or being required to do up to 48 hours of community service work.
- Anyone convicted of fraudulently using a driver's license to buy or attempt to buy alcohol may be given a maximum fine of $500 and/or being required to do up to 48 hours of community service work.
- Persons convicted of buying alcohol through fraudulent means may be given a maximum fine of $500 and/or being required to do up to 48 hours of community service work.

The University does not permit the possession or consumption of alcoholic beverages by those under the age of 21 at any time. Selling, purchasing, or furnishing alcohol to anyone under 21 years of age is prohibited.

Students and employees are expected to adhere to all federal and state laws and mandates, and any city ordinances, relative to the possession of drugs and drug paraphernalia. **A violation of any law regarding alcohol or drugs will be referred for disciplinary action to the Office of Student Life for students and the Office of Human Resources for employees.**

Dominican University expects its students and other members of the campus community to take personal responsibility for their own conduct, to support those in the community who choose not to drink or take drugs, and to maintain standards of safety on campus. Those who violate this policy will be subject to discipline, up to and including dismissal or termination of employment.

DRUG AND ALCOHOL EDUCATION

Dominican has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals, and disciplinary actions. Marin County Department of Health and Human Services has provided training on harm reduction practices, signs of alcohol poisoning, and basic knowledge of recreational drugs. Additional information may be found in the Student Handbook.

Dominican's Student Life Office provides overall coordination for student programs. All incoming students are required to complete a two-to-three hour online training called "Think About It" (by Campus Clarity). A portion of the course is dedicated specifically to alcohol and drug education. Residential students receive an overview of our alcohol/drug policy and procedures at Orientation. Dominican's Student Health Office provides materials and one-on-one education and support on drug and alcohol abuse. The Student Life Office is also responsible for addressing student violations of drug and alcohol policies and disciplinary proceedings. At least one self-defense class is usually offered each year.

Dominican's Human Resources Department provides an overall coordination for employee programs. Drug and Alcohol abuse education and treatment resources are available from our Employee Health Insurance providers and Employee Assistance Program. The Human Resources Department is also responsible for addressing employee violations of drug and alcohol policies and coordinates investigation and disciplinary actions.

MISSING PERSONS REPORTING AND NOTIFICATION

In compliance with the Higher Education Act, Dominican has established the following on-campus housing resident missing student notification policy and procedure.

Resident students provide confidential contact information for a person to be notified in the event the student is officially reported as missing. This information is provided on the residence hall emergency contact form. Students have the option to identify a separate missing persons contact even if they have already identified an emergency contact. The Residence Hall Emergency Contact Information form is available in the Residence Life Office in the Edgehill mansion. Students who registered for housing should have filled out this form when they moved into campus housing. Students who did not complete this form should do so immediately by contacting the Housing and Residence Life Coordinator in Edgehill Mansion. Students' missing person contact information is registered and confidential, accessible only to authorized campus officials, and may not be disclosed except to law enforcement personnel in furtherance of missing person investigation.

If you have reason to believe that a student who resides in on-campus housing may have been missing for more than 24 hours, you should contact:

- Campus Security at 415-269-6070
- Police at 911 or 415-485-3000 (San Rafael non-emergency)
- Vice President for Student Affairs and Enrollment Management at 415-485-3223

All official missing student reports are immediately referred to campus security, or, in their absence, to the local law enforcement agency with jurisdiction.

These individuals will assess the situation and take appropriate action. If it is determined that a student for whom a missing person report has been filed has been missing for more than 24 hours, the University will take the following action:

- Notify the individual identified by the student to be contacted in this circumstance;
- If the student is under 18 years old and not emancipated, notify a parent or guardian;
- Notify local law enforcement.

CRIMES IN CITY of SAN RAFAEL and CITY of SAN FRANCISCO

To see the number of crimes committed in the City of San Rafael, contact the City of San Rafael Police Department at 415-485-3000 or visit its online services portal at: https://www.srpd.org/activity-log.

For information about crimes in the area surrounding the Make School, please contact the City of San Francisco Police Department at 415-837-7000 or visit the online portal at https://www.sanfranciscopolice.org/stay-safe/crime-data-and-maps/self-service-crime-data

GEOGRAPHICAL REPORTING AREA

Dominican University of California includes crimes that occur on its campus, in non-campus areas, and in public property adjacent to the campus in its Campus Security Report.

On-Campus: On-campus crimes are crimes that occur: (1) in any building or property (domestic or foreign) owned or controlled by Dominican within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; or (2) in any building or property that is within or reasonably contiguous to Paragraph one (1) of this definition, that is owned by Dominican but controlled by another person, is frequently used by students, and supports institutional purposes.

Non-Campus Buildings: Non-campus crimes are crimes that occur: (1) in any building or property owned or controlled by a student organization that is officially recognized by Dominican; or (2) in any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Dominican has a number of non-campus spaces for which crime data is collected and included in this report. For 2021, these locations are:

- Montecito Shopping Center OT/Nursing Program space at 361 Third St, Suite G, San Rafael
- Marin Ballet at 100 Elm Street, San Rafael
- Lines Ballet at 26 7th Street, 5th Floor, San Francisco
- Cities and venues traveled to and frequented by our student athletes during official travel.

Public Property: Reportable crimes that occur on public property are crimes that occur in/on thoroughfares, streets, sidewalks, and parking facilities, that are within the campus, or immediately adjacent to and accessible from the campus. Examples include public streets and sidewalks bordering the perimeter of campus such as Magnolia Ave, Palm Avenue, Olive Avenue, Grand Avenue and Belle Avenue.

Other Campus: Dominican began serving as the host institution in November 2018 during an incubation period for accreditation involving the Make School, located at 555 Post Street, San Francisco, CA 94102. Crime data are collected and reported separately for this campus. This partnership ended in 2021. As a result, this will be the final year data is gathered.

CRIME STATISTICS

U. S. Public Law 101-542, the Student Right-to-Know and Campus Security Act of 1990, requires that colleges and universities report to current faculty, staff, and students on an annual basis certain categories of crimes on campus. The statistics also must be released to prospective faculty, staff, and students on request. Listed below are the statistics Dominican maintains for the past three calendar years for each of the reportable crimes. Information on calendar year 2022 will be published next year. Crime statistics are kept for a total of seven years.

PRIMARY CLERY CRIME STATISTICS FOR DOMINICAN - SAN RAFAEL CAMPUS

	2019				2020				2021			
	On Campus Property		Non Campus	Public Property	On Campus Property		Non Campus	Public Property	On Campus Property		Non Campus	Public Property
	Total On Campus	Resi-dence Hall			Total On Campus	Resi-dence Hall			Total On Campus	Resi-dence Hall		
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	1	1	0	0	1	1	0	0
Fondling	1	1	0	0	0	0	0	0	2	1	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	1	1	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
Burglary	0	0	0	0	2	0	0	0	0	0	2	0
Motor Vehicle Theft	0	0	0	0	2	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	1	0	0	0	1	1	0	1	1	0	0	0
Arrests for Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Arrests for Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0	0	0
Arrests for Illegal Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Actions												
Illegal weapons possessions	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law violations	2	2	0	0	0	0	0	0	0	0	0	0
Liquor law violations	2	2	0	0	0	0	0	0	0	0	0	0

Unfounded Reports

No crime reports were unfounded and subsequently withheld from crime statistics for the years noted in the table.

HATE CRIMES STATISTICS FOR DOMINICAN - SAN RAFAEL CAMPUS

2019: No Hate Crimes reported.
2020: No Hate Crimes reported
2021: No Hate Crimes reported

Unfounded Reports
No crime reports were unfounded and subsequently withheld from crime statistics for the years noted in the table.

PRIMARY CLERY CRIME STATISTICS FOR MAKE SCHOOL – San Francisco

	2019				2020				2021			
	On Campus Property		Non Campus	Public Property	On Campus Property		Non Campus	Public Property	On Campus Property		Non Campus	Public Property
	Total On Campus	Resi-dence Hall			Total On Campus	Resi-dence Hall			Total On Campus	Resi-dence Hall		
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	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
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
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
Arrests for Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Arrests for Drug Abuse Violations	0	0	0	0	0	0	0	0	0	0	0	0
Arrests for Illegal Weapons	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Actions												
Illegal weapons possessions	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

Unfounded Reports

No crime reports were unfounded and subsequently withheld from crime statistics for the years noted in the table.

HATE CRIMES STATISTICS FOR MAKE SCHOOL – San Francisco

2019: No Hate Crimes reported
2020: No Hate Crimes reported
2021: No Hate Crimes Reported

Unfounded Reports

No crime reports were unfounded and subsequently withheld from crime statistics for the years noted in the table.

DEFINITIONS

Aggravated Assault: Aggravated assault is 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 great bodily harm.

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

Burglary: Burglary is the unlawful entry of a structure to commit a felony or a theft. The FBI's Uniform Crime Reporting UCR classifies offenses locally known as burglary (any degree); unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts at these offenses as burglary.

Consent (Affirmative Consent):* Affirmative consent is defined as positive, unambiguous, and voluntary agreement to engage in specific sexual activity. Affirmative consent maintains the value that all persons have the right to feel respected, acknowledged, and safe during sexual interactions. The following points are important aspects of affirmative consent:

- It is the responsibility of each person involved in sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in sexual activity.
- Consent must be mutual and ongoing throughout a sexual encounter and can be revoked at any time.
- Consent can be communicated verbally or by action(s). In whatever way consent is communicated, it must be mutually understandable. Although consent does not need to be verbal, verbal communication is the most reliable form of asking for and gauging consent, participants in a relationship are thus urged to seek consent in verbal form. Talking with sexual partners about desires and limits may seem awkward, but serves as the basis for positive sexual experiences shaped by mutual willingness and respect.
- Consent to some sexual acts does not imply consent to others, nor does past consent to a given act imply present or future consent.
- The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself by assumed to be an indicator of consent.
- Silence alone (absent a non-verbal action clearly demonstrating consent) and lack of protest r resistance are not considered consent. Consent cannot be inferred from the absence of a "no"; a clear "yes", verbal or otherwise, is necessary.
- Minors, mentally disabled individuals or incapacitated persons can never give affirmative consent. Examples of incapacitation include, but are not limited to, being intoxicated due to drugs, alcohol or medication, blacked out, passed out, asleep, unable to communicate due to a mental or physical condition or subjected to violence. Physical indicators of incapacitation may include slurred speech, unsteady gait or stumbling, vomiting, unfocused or bloodshot eyes, disorientation, unresponsiveness or outrageous or unusual behavior. Engaging in sexual activity with a person who is known to be – or could reasonably be known to be – incapacitated constitutes sexual assault.
- Consent can only be accurately gauged through direct communication about the decision to engage in sexual activity. Presumptions based upon contextual factors (such as clothing, alcohol

consumption, or dancing) are unwarranted, and should not be considered as evidence for consent.

- Affirmative consent cannot result from force, or threat of force, coercion, fraud, intimidation, or incapacitation. Physical force includes but is not limited to: hitting, kicking and restraining. Intimidation is generally understood to mean forcing someone into some action or deterring a person from some action by inducing fear. Coercion is generally understood to mean the use of express or implied threats of violence or reprisal or other intimidating behavior that puts a person in immediate fear of the consequences in order to compel that person to act against his/her will. Threatening someone can come in the form of words, gestures, or non-verbal actions. It is not possible to obtain consent for a sexual act through the above-described means.
- If at any time consent is withdrawn, the activity must stop immediately.

Dating Violence:* ** Dating violence is 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 a social relationship is based on the reporting party's statement with consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved.

Domestic Violence:* ** Domestic violence includes felony or misdemeanor crimes of violence committed by family members related by blood; people who are married or used to be married; people who share or used to share a home, apartment or other common dwelling; people who have or allegedly have a child in common or a blood relationship through a child in common; people who are dating or engaged or used to date, including same sex couples; people with disabilities and their personal assistants; or violence 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.

Fondling: These offenses are defined as touching of the private body parts of another person for the purpose of sexual gratification, without 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.

Hate Crimes: Statistics listed for all crimes above (with the exception of arrests or disciplinary action) and larceny-theft, simple assault, intimidation, and destruction, damage or vandalism of property and other crimes involving bodily injury to any person, in which the victim is intentionally selected because of actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability, gender identity or national origin are hate crimes and must be collected and reported according to the category of prejudice.

Incest: These offenses are defined as sexual intercourse between persons who are related to each other within three degrees wherein marriage is prohibited by law.

Motor Vehicle Theft: Motor vehicle theft is the theft or attempted theft of a motor vehicle.

Murder/Non-negligent Manslaughter: These offenses are defined as the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: These offenses are defined as the killing of another person through gross negligence.

Rape: These offenses are defined to include the penetration, no matter how slight, of the vagina or anus with any other body part of object, or oral penetration by a sex organ of another person, without consent of the victim.

Robbery: Robbery is 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.

Sexual Assault:*** Defined as non-consensual physical contact of a sexual nature, sexual assault includes rape, acts using force, threat, intimidation, or coercion or using advantage gained by the victim's inability (temporary or permanent) to make rational, reasonable decisions about sex of which the respondent was aware or should have been aware.

Examples of sexual assault include non-consensual sexual intercourse (anal, or vaginal), however slight, with any object or body part, between any genders, without consent and non-consensual sexual contact, which is any sexual touching (including disrobing or exposure), however, slight, with any object or body part, between any genders, without consent, non-forcible sexual intercourse when a person is under the age of consent (the age of consent in California is 18 years old), attempted vaginal intercourse by a person(s) known or unknown, dating violence, domestic violence and acquaintance or date rape.

Stalking:*** Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or to suffer substantial emotional distress.

Statutory Rape: These offenses are defined as sexual intercourse with a person who is under the statutory age of consent.

**** Local jurisdiction definition which is taught within Dominican's prevention programs for both students and employees.*

FIRE SAFETY REPORT FOR CALENDAR YEARS 2019-2021

Federal law requires institutions of higher education with campus housing to annually report on campus fire safety. Please direct questions about this report to John Hashizume, Executive Director of Facilities Services. Fire statistics for San Rafael campus is provided for 3 years..

FIRE STATISTICS

Dominican University of California submits a detailed report of fire incidents on campus annually to the federal government.
There are no plans for future improvements in fire safety at the time of publication of this report.

Residence Hall Name		# of fires	# persons with fire-related injuries	# of fire-related deaths	Value of property damage caused by each fire	Cause of Each Fire
Edgehill Village 50 Magnolia Ave San Rafael, CA	**2021**	**0**	**0**	**0**	**$0**	**N/A**
	2020	**0**	**0**	**0**	**$0**	**N/A**
	2019	**0**	**0**	**0**	**$0**	**N/A**
Fanjeaux 180 Palm Ave San Rafael, CA	**2021**	**0**	**0**	**0**	**$0**	**N/A**
	2020	**0**	**0**	**0**	**$0**	**N/A**
	2019	**0**	**0**	**0**	**$0**	**N/A**
Pennafort 190 Palm Ave San Rafael, CA	**2021**	**0**	**0**	**0**	**$0**	**N/A**
	2020	**0**	**0**	**0**	**$0**	**N/A**
	2019	**0**	**0**	**0**	**$0**	**N/A**
Make School 851 California St San Francisco, CA	**2021**	**0**	**0**	**0**	**$0**	**N/A**
Make School 851 California St San Francisco, CA	**2020**	**0**	**0**	**0**	**$0**	**N/A**
Make School 246 McAllister St San Francisco, CA	**2019**	**0**	**0**	**0**	**$0**	**N/A**

REPORTING FIRES

Report all occurrences of fire to:

- Call 911, or 9-911 from a campus extension phone
- Campus Security at 415-269-6070

EVACUATION PROCEDURES IN CASE OF FIRE

Dominican University posts in hallways of campus buildings information on evacuation procedures in case of a fire.

- Please be sure you know how to exit all rooms and buildings safely in case of emergency.
- Students in the residence halls learn about safely evacuating their buildings in case of fire.
- Resident students should always know where all fire exits are located in their buildings.
- Exit the building as safely and quickly as possible if:
    - Fire alarm sounds
    - You smell gas
    - You smell or see smoke

    - You are instructed to evacuate
- Leave the building via nearest stairway or exit
- DO NOT use elevators
- Assist those with disabilities or those in need to exit the building
- Gather at the evacuation assembly area
- DO NOT return to the evacuated building until instructed that it is safe to do so.

RESIDENCE HALL ASSEMBLY AREAS

Please gather at the designated assembly areas listed below:

- Fanjeaux & Pennafort: gather on the Library Lawn
- Edgehill Village: gather at Caleruega Plaza (stay away from Shield Room windows)

EVACUATION DRILLS

Each residence hall has at least one mandatory unannounced evacuation drill each semester, and usually three to four are conducted per academic year. These drills are planned and documented by the Assistant Director of Housing and Residential Life. In 2019, six unannounced drills were conducted:

Make School residential facilities are managed by a third party company.

Residence Hall Name	**Spring 2021**	**Fall 2021**
Edgehill Village	1 drill	1 drill
Fanjeaux	1 drill	1 drill
Pennafort	1 drill	1 drill
Make School 851 California St. San Francisco	1 drill	N/A

RESIDENCE HALL SAFETY SYSTEMS

Residence Hall Name	**Safety Systems**
Edgehill Village	Fire extinguishers on each floor. Smoke detectors and alarms, a sprinkler system, pull stations (all monitored by Bay Alarm, a company that communicates directly with the San Rafael Fire Department when there is an alarm).

Fanjeaux	Fire extinguishers on each floor. Smoke detectors and alarms, a sprinkler system, pull stations (all monitored by Bay Alarm, a company that communicates directly with the San Rafael Fire Department when there is an alarm).
Pennafort	Fire extinguishers on each floor. Smoke detectors and alarms, a sprinkler system, pull stations (all monitored by Bay Alarm, a company that communicates directly with the San Rafael Fire Department when there is an alarm).
Make School 851 California St San Francisco, CA	Smoke detectors and alarms, a sprinkler system (all monitored by an alarm company). Current fire extinguishers and educational placards in place.

FIRE SAFETY EDUCATION

Dominican University takes fire safety seriously. Resident Advisors (RAs) receive training in fire safety and evacuation procedures during RA training before the start of the fall semester. RAs educate residents about fire safety and evacuations through mandatory floor meetings. Students receive education and training on fire safety and evacuation during orientation. Employees are offered annual training on emergency procedures which includes information on fire safety and evacuation.

The Student Handbook contains Dominican's policies and procedures for fire safety, prevention, evacuation and education and is distributed annually.

FIRE PREVENTION POLICIES (Applicable to Dominican main campus and Make School)

Candles and Incense: The possession and burning of candles and incense is prohibited in the residence halls.

Electrical and Cooking Appliances: No cooking appliances of any kind may be used in the residence halls, as these pose a significant fire danger. The following items are not allowed in the residence halls:

- Space heaters or air conditioning units
- Electric Blankets
- Halogen lamps
- Small kitchen appliances (ex: toasters/ovens, coffee makers, rice steamers, etc.)
- Open element appliances (these are an extreme fire hazard)

In addition to the above restrictions, all electrical appliances must be UL approved

Extension Cords: Extensions cords are not allowed by order of the Fire Marshall. These cords pose a significant fire hazard should they be overloaded. Instead, students should purchase power strips with longer cords (5 to 10 feet in length) as these devices have built in protections.

Smoking: Smoking (including, but not limited to cigarettes, cigars, e-cigarettes, pipes, hookahs, or vaporizers, is not permitted on the Dominican campus (with the exception being designated smoking

areas). All community members have the right and the responsibility to inform or remind violators of the policy and request compliance. If a problem arises with non-compliance, Security staff may be called. Visitors who refuse to comply will be removed from campus.

NOTICE OF NON-DISCRIMINATION

The University is committed to maintaining a positive learning, working, and living environment. The University does not discriminate on the basis of race, color, religion, national origin, sex (including pregnancy, childbirth, and any related medical condition), gender (including gender identity and gender expression), age, marital status, registered domestic partnership status, mental or physical disability status, religion (including religious dress and grooming practices), sexual orientation, military or veteran status, genetic information, or any other characteristic protected by law in admission and access to, and treatment and employment in, its educational programs and activities. In pursuit of these goals, the University will not tolerate acts of discrimination, sexual misconduct, or retaliation against or by any administrator, staff, faculty, or student as such behavior seriously undermines the University's effectiveness as an educational institution and a workplace.