



2021

# Annual Security Report

Including 2018-2020 Campus Crime Statistics

**In compliance with the Jeanne Clery Disclosure of Campus Security Policy and  
Campus Crime Statistics Act.**

Issued August 2021

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## PREFACE

Inver Hills Community College is committed to the wellbeing of our campus community including faculty, students, staff, and visitors. The college has taken numerous steps to maintain a safe learning environment for all. The college also encourages students, faculty, staff, and visitors to take appropriate steps to insure their own personal safety. We encourage all to report suspicious individuals, activities, or hazardous conditions immediately.

Questions about campus Safety and Security or questions about this report should be directed to Tony Pangal, Director of Safety and Security, 651.450.3545. Further information about general campus safety is available at [www.campushealthandsafety.org](http://www.campushealthandsafety.org).

## INTRODUCTION

In 1990, Congress enacted the Crime Awareness and Campus Security Act (Title II of Public Law 101-542), which amended the Higher Education Act of 1965 (HEA). This act required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998 and 2000. The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of a student who was slain in her dorm room in 1986. It is generally referred to as the *Clery Act* and is in section 485(f) of HEA.

The Clery Act requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students or employees, and to make public their campus security policies. It also requires that crime data are collected, reported and disseminated to the campus community and are also submitted to the Department of Education. The goal of the Clery Act is to provide students and their families, as higher education consumers, with accurate, complete and timely information about safety on campus so that they can make informed decisions.

To be in compliance with Clery Act regulations, an institution has several obligations. These fall into three main categories: 1) policy disclosure; 2) records collection and retention; and 3) information dissemination.

### Higher Education Opportunity Act

HEOA was enacted on August 4<sup>th</sup>, 2008 and reauthorizes the Higher Education Act of 1965, as amended. The HEOA made a number of changes to programs authorized under the HEA, authorized new programs, and made changes to other laws. The last of the changes went into effect 2011 and are include herein.

It's important to note Inver Hills Community College does not have any on campus student housing and therefore is exempt from the Annual Fire Safety Report and Missing Student Notification requirements.

## ABOUT INVER HILLS

Founded in 1970, Inver Hills is a comprehensive community college offering over 20-degree options including liberal education courses (A.A.) that lead to transfer to four-year colleges and career-related degrees (A.S., A.A.S.) in leading occupational areas such as nursing, computers, law enforcement, human services, business, emergency health care, and others.

The 90-acre campus includes nine modern buildings designed to fit naturally into the surrounding wooded hills and wetlands. The campus is located just off Highway 52 at 80th Street in Inver Grove Heights, Minnesota.

### **Main Campus**

Inver Hills Community College  
2500 80th Street East  
Inver Grove Heights, Minnesota 55076

### **Burnsville Location**

South of the River Education Center  
2800 County Road 42 West  
Burnsville, Minnesota 55337

\*The Burnsville South of the River Education Center campus is no longer in use as of July 1<sup>st</sup> 2018. Statistics were only collected and published for crimes up until that date for that location.

## CAMPUS SECURITY

Inver Hills Community College employs a Director of Safety and Security and contracts security through GardaWorld Security Services.

Security Department Hours of Operation:

Monday - Friday	7:00 am-11:00 pm
Saturday	7:00 am-3:30 pm

Contact Information:

**EMERGENCIES: 9-911 campus phones**  
**911 all others**

### **IHCC Campus Security**

Campus Security:	Ext. 3333
	651.450.3333

Director of Safety and Security	
Tony Pangal	651.450.3545

## ACCESS AND SECURITY OF CAMPUS FACILITIES

The use of Inver Hills Community College facilities is intended for students, faculty, staff, and authorized visitors. Most campus facilities are accessible during normal business hours Monday through Friday, and during posted hours on weekends. Normal hours of operation are 7:00 a.m. – 11:00 p.m., Monday through Friday and 7:00 a.m. – 3:30 p.m. Saturdays. Persons not associated with the college may be asked to leave campus and are subject to legal proceedings if non-compliant.

Outside doors are locked and secured by college personnel and monitored by electronic surveillance devices during non-business hours. Access to college facilities outside of normal hours of operation must be approved and scheduled by the college administration who are located in the Liberal Arts Building. The Director of Safety and Security coordinates campus security procedures and policies, and also chairs the College Safety and Security Committee.

Lighting of campus parking lots have been upgraded and further enhancements are always being achieved. Campus parking lots are actively patrolled by GardaWorld Security Services. Students, faculty, staff and visitors are urged to take appropriate steps to ensure their own personal safety. They are also encouraged to report suspicious individuals and activities or hazardous conditions immediately to the Director of Safety and Security by calling 651.450.3545 or the Campus Security Office at 651.450.3333.

Students and employees are also encouraged to take advantage of the Safe Walk Service provided by IHCC Security, Monday through Friday 7:00 a.m. – 11:00 p.m. Call 651-450-3333 or ext. 3333 if calling from a campus phone for an escort.

Inver Hills Community College does not operate or maintain any student housing or residences.

## INCIDENT REPORTING POLICY AND PROCEDURES

All students, faculty, staff and campus visitors are strongly encouraged to accurately and promptly report any crime they have knowledge of or witnessed. Individuals designated as campus security authorities are required to report crimes. Incidents of a threatening or illegal nature should be reported to both the Director of Safety and Security to facilitate apprehension and recovery efforts. Incident reports may be filed with the Safety and Security Department, by calling 651.450.3333. Reports can also be made to the Information Desk, located in the College Center, second floor. In emergencies, dial 9-911 from any campus phone or 911 from any other phone.

### If you are a victim of a crime or witness a crime:

1. Call 9-911 from a campus phone or 911 from any other telephone. In addition, please contact Department of Safety and Security at 651.450.3333, or 911 for any emergency including medical assistance, fires, suspicious people or activities, crime reports, traffic accidents, or other illegal activities.
2. Obtain a description of the offender(s), including sex, age, race, hair, clothing, and other distinguishable features. Attempt to provide a description and license number of any vehicle involved. Note the direction taken by offender(s) or vehicles and report those to the responding Police or emergency personnel.
3. Preserve the crime scene and maintain all physical evidence by not touching any items involved in the incident. Close off the area of the incident and do not allow anyone in the crime area until security, the police or other emergency personnel arrive.
4. Keep third-party reports. Security will accept third-party reports in cases of sexual assault in order to protect the victim's identity.

## SECURITY AUTHORITIES

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires the declaration of "Campus Security Authorities". Campus Security Authorities are defined as "An official of an institution who has significant responsibility for student and campus activities". Students, faculty, staff and campus visitors should report incidents to a Campus Security Authority. Campus Security Authorities must report potential criminal activity of which they are aware to the Director of Safety and Security, to ensure that timely warnings are issued and that all incidents are included in the annual statistical disclosure.

Campus Security Authorities are encouraged to report crimes to the Security Department immediately as consideration on whether a timely warning or other measures need to be implemented. An annual email to all Campus Security Authorities is solicited by the Director of Safety and Security to ensure all crimes get recorded as required by the Clery Report. A crime statistic report form is also available to the campus and is attached in the appendix.

### Campus Security Report Compliance Team

Paul DeMuth, Director of Operations	651-450-3536
Kari Rusch-Curl, Dean of Student Success and Retention	651-450-3887
Laina Carlson, Human Resources Director	651-450-3305
Tony Pangal, Director of Safety and Security	651-450-3545

### Maintenance of Daily Crime Log

The Department of Safety and Security keeps and maintains an easily understood daily crime log, recording crimes reported to IHCC Security. The crime log includes information such as the nature, date, time and general location of crimes reported. The daily log includes reported crimes that occurred on campus that were reported to the IHCC Security. Crimes that occurred on campus that were not reported to Security may not be on the daily crime log but will be included in the annual report. These include crimes that were only reported to the police department.

All entries, except where disclosure of such information is prohibited by law or such disclosure would jeopardize the confidentiality of the victim, is open to public inspection during normal business hours. Any portion of the log older than sixty (60) days will be made available to requesting parties within two (2) business days of the initial report being made to IHCC Security.

The daily crime log is housed electronically and may be requested for review at anytime.

## TIMELY WARNINGS

Whenever the Director of Safety and Security receives information that a crime has been committed that may pose a continuing threat to the safety of any campus member, the Director of Safety and Security will issue a timely warning. In such cases, warnings will be posted on campus bulletin boards and communicated via email under the heading "Security Alert". Security Alerts are distributed for the purpose of informing the campus community of a potentially dangerous condition that may affect their personal safety. The alert contains information regarding an incident that will allow campus community members to take proper measures to ensure their individual safety. The alert may also contain a request for information regarding an incident. Security Alerts will remain posted as long as it is determined that a threat exists, or will be removed after thirty days if no similar incidents occur.

In the instance of an immediate threat to campus, requiring an urgent timely warning, Crime Alerts may be distributed utilizing our emergency notification system (STAR Alert). Alerts can send phone, email, and SMS Text messages to up to nine different points of contact for every individual in the system. Minimally all campus community members are automatically enrolled in the system via the e-mail address they have on file with the enrollment or HR departments, campus community members have the option of adding other points of contacts, such as home phone numbers, cell phone numbers, text message or other email addresses.

Additionally, if deemed prudent and necessary, the college may utilize other methods of communication such as the campus website, campus social media pages, or campus bulletin boards. The Director of Safety and Security will issue Security Alerts to the campus community in cases of reported homicide (murder and non-negligent manslaughter and negligent manslaughter), sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson and any hate crime (manifesting evidence of prejudice based on race, religion, sexual orientation, gender, disability or ethnicity) of murder, forcible rape or aggravated assault, and in other cases where the Director of Safety and Security determines if there is a threat to the college community

## EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Inver Hills Community College will, without delay, and taking into account the safety of the community, determine the content of an emergency notification and initiate the campus emergency notification system, unless such notification will, in the professional judgment of campus security authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate an emergency.

The college has implemented a comprehensive All Hazards Plan that includes communication, warnings and notifications. This college warning and notification system incorporates several methods of messaging.

In an emergency the college updates its main webpage with information such as campus closures and cancellations. The campus' main telephone line also has recorded messages that play. Several information TV's are located throughout campus and have the ability to display messages in an emergency.

All emergency notification systems are tested at least once a year.

The following positions can declare an emergency on campus: Local first responders, Campus President, Vice Presidents, Dean of Students, Director of Operations, and Director of Safety and Security.

Information about emergencies on campus is disseminated to the larger community by the campus Public Information Officer using several different media's such as the campus webpage, phone line, and local news.

Special instructions for evacuation of students with disabilities who are known to need assistance with evacuation (i.e. students registered with the Office for Students with Disabilities) are available through the Safety and Security Office.

### Fire Evacuation Procedures

1. Flashing strobe lights and emergency sirens will sound in the event of a fire.
2. Calmly exit the building via the nearest exit
3. Do not use elevators
4. Emergency Operations Management Team members and Safety and Security staff will provide direction and assistance
5. Evacuate to a safe distance and remain outside until the all clear message is given.

### Severe Weather Shelter Procedures

1. In the event of severe weather requiring campus occupants to seek shelter an emergency notification will be made advising the campus to proceed to the nearest Severe Weather Shelter area.
2. Calmly proceed to the designated severe weather shelter area in your building.
3. Emergency Operations Management Team members and Safety and Security staff may provide direction and assistance when available.
4. Remain in the Severe Weather Shelter area until an all-clear message is delivered.

### Campus Lockdown Procedure

1. In the event of an emergency or incident which has the potential for direct or immediate harm to the campus community the Campus may lockdown the campus.
2. The Campus will issue an emergency notification advising the campus of the lockdown.
3. Proceed to the nearest classroom or enclosed area and secure yourself inside
4. Shut off all sources of light (i.e. lights, computer monitors, television screens, etc.)
5. Stay away from windows and doors
6. Remain calm and quiet
7. Wait for instructions from law enforcement or campus Safety and Security

### Acts of Violence/Active Shooter

Lockdown isn't always the best option in an active shooter situation. If you find yourself in a situation where your safety is in jeopardy the college subscribes and has trained its employees to Run-Hide-Fight. Run-Hide-Fight is designed to give a person, or group of people, who may find themselves

in a violent, life threatening situation, some mental and physical tools that could play a vital role in their survival. The Program is designed so that anybody can employ the strategies.

Run – If it is possible for you to safely evade danger, do so and get yourself as far from the shooter as possible.

Hide – If escaping is not possible, hide in a quiet location that can be sealed from the inside and/or can be blockaded. Stay out of site and stay quiet. If others are in the room with you, then everyone is advised to spread out. Wait for the threat to be neutralized.

Fight – If neither of the first two scenarios are possible, your last resort should be to take on the shooter as aggressively as possible. Use any weapons available to neutralize the active shooter.

For more information visit <https://www.ready.gov/active-shooter>

## MONITORING & RECORDING ACTIVITY OFF CAMPUS

If an Inver Hills student is involved in an off-campus offense, Safety and Security may assist with the investigation in cooperation with local, state, or federal law enforcement. Police routinely work and communicate with campus officials on any serious incidents occurring on-campus or in the immediate neighborhood and business areas surrounding campus. Inver Hills operates no off-campus housing or off-campus student organization facilities.

## SECURITY AWARENESS AND CRIME PREVENTION

Inver Hills Community College takes a proactive approach to security and crime prevention. The college has undertaken numerous initiatives to eliminate or substantially reduce criminal opportunities, including extensive efforts to encourage students and employees to assume primary responsibility for their own personal safety and security. The following are examples of the college's security and crime prevention efforts:

1. **Escort Service:** Members of the campus community can receive a security escort to their vehicles, Monday through Friday, 7:00 a.m. until 11:00 p.m. through the Information Desk in the College Center or by dialing “3333” from any on-campus telephone.
2. **New Student Orientation:** Brochures and other printed materials are distributed to new students. Parking regulations, personal security and crime prevention issues are addressed in all new student orientations.
3. **Campus Safety and Security Committee:** The Campus Safety and Security Committee has college-wide representation and meets monthly, or as frequently as necessary, to review incident reports and submit recommendations to the college administration on issues of safety and security. The committee also serves as a clearinghouse for policies, procedures and recommendations regarding safety and security.
4. **Printed Crime Prevention Safety Materials:** Brochures, posters and announcements are available from Safety and Security Staff.
5. **Crime Prevention Publicity:** Crime prevention and security issues are published in the Student and Staff Bulletins and via email.
6. **Rape Awareness Education and Prevention:** The College Health Service distributes brochures and sponsors presentations to members of the campus community. In addition, seminars on the subject are often offered during Student Success Day each semester.
7. **Drug and Alcohol Education:** Inver Hills sponsors drug/alcohol awareness activities and information is available in the College Health Service. Additional materials may also be obtained from the Counseling Center. (See Inver Hills’ Alcohol and Other Drug Abuse Policy and Program for addition information.)

8. **Classroom Presentations and Curricular Offerings:** Instructors are encouraged to address safety and security issues. Run-Hide-Fight training is offered on a regular basis.
9. **Staff Training:** Faculty and Staff receive training in personal safety.

## PREPARATION OF CRIME STATISTICS

It is the policy of Inver Hills Community College that the Director of Safety and Security is recognized as the person responsible for the collection and publication of crime statistics as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Statistics in this report are gathered from the following sources: Security & Safety Incident Reports, Inver Grove Heights and Dakota County Law Enforcement Records, the Human Resources Department and the Student Affairs Office.

Statistical information is collected for the following categories: 1) On-campus; 2) Non-campus building or property; and 3) Public property that borders campus. All IHCC recognized organizations that are off-campus will be monitored by local police departments, who will share information with the college. In addition, for each of the categories listed above, separate statistics are included for crimes classified as hate crimes by the Uniform Crime Reporting system. Hate crimes are reportable when it has been determined that the crime was motivated by a victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, **national origin, gender identity**<sup>1</sup> or disability.

The statistical information that is required to be published in this document includes reports of crimes that allegedly occurred on or near campus. The required categories are:

- Homicide:
  - Murder and Non-negligent manslaughter
  - Negligent manslaughter
- Sex Offenses:
  - Forcible (rape or fondling)
  - Non-forcible (incest or statutory rape)
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Hate Crimes
  - Part I - Primary
    - Murder and Non-negligent manslaughter
    - Forcible sex offenses
    - Non-forcible sex offenses
    - Robbery
    - Aggravated assault
    - Burglary
    - Motor vehicle theft
    - Arson

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<sup>1</sup> Added in 2013 as part of the VAWA and SaVE.

- Part II- 2008 Additions Larceny-theft
  - Simple assault
  - Intimidation
  - Destruction/damage/vandalism of property
  
- 2014 Additions- Violence Against Women Act (VAWA)
  - Dating Violence
  - Domestic Violence
  - Stalking

The law further requires that statistical information in this document also include reports of arrests for the following categories of arrests or referrals for campus disciplinary action if an arrest was not made:

- Liquor Law Violations
- Drug Law Violations
- Illegal Weapons Possession

## Definitions

**Burglary:** The unlawful entry of a structure with the intent to commit a felony or theft.

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

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle.

**Aggravated Assault:** The unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury (broken bones, internal injuries, stitches required).

**Non-forcible Sex Offenses:** Incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included, Incest and Statutory Rape.

**Forcible Sex Offenses:** Any sexual act directed against another person, forcibly and/or against that persons will; or not forcibly or against the person's will where the victim is incapable of giving consent. Reported offenses may include: Forcible rape, forcible sodomy, sexual assault with an object and forcible fondling.

**Criminal Homicide-murder and Non-negligent manslaughter:** The willful (non-negligent) killing of one human being by another.

**Criminal Homicide manslaughter by negligence:** The killing of another person through gross negligence.

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

**Weapons law violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacturing, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors, and attempts to commit any of the aforementioned.

**Drug Abuse Violation:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

**Liquor Law Violation:** The violation of laws or ordinances prohibiting the manufacturing, sale, transporting, furnishing, possessing, of intoxicating liquor; maintaining unlawful drinking places, bootlegging, operating a still, furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a public conveyance, and all attempts to commit any of the aforementioned.

**Hate Crimes:** Any of the above crimes, crime involving bodily injury reported to local law enforcement or campus security, and/or crimes of larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property which manifest evidence or prejudice based on race religion, *national origin*<sup>2</sup>, sexual orientation, *gender identity*<sup>3</sup>, ethnicity, disability and gender.

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<sup>2</sup> National Origin added in 2014

<sup>3</sup> Gender Identity added in 2014

## CRIME STATISTICS

### Main Campus

**INVER HILLS MAIN CAMPUS - 2500 80th Street East, Inver Grove Heights, MN 55076**

OFFENSE	ON CAMPUS			Noncampus			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	7	0	0	0	0	0	0	0
Fondling	1	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assaults	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0

## Main Campus

INVER HILLS MAIN CAMPUS - 2500 80th Street East, Inver Grove Heights, MN 55076

VAWA (Violence Against Women Act, 2014)									
Offense	ON CAMPUS			Noncampus			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Domestic Violence	1	0	0	0	0	0	0	0	0
Dating Violence	1	1	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

ARREST									
Offense	ON CAMPUS			Noncampus			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Weapons	0	0	0	0	0	0	0	0	0
Drug Abuse	0	0	0	0	0	0	0	0	0
Liquor Laws	0	0	0	0	0	0	0	0	0

DISCIPLINARY ACTIONS									
Offense	ON CAMPUS			Noncampus			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Weapons	0	0	0	0	0	0	0	0	0
Drug Abuse	0	0	0	0	0	0	0	0	0
Liquor Laws	0	0	0	0	0	0	0	0	0

2020: No Hate Crimes Reported

2019: No Hate Crimes Reported

2018: No Hate Crimes Reported

*Inver Hills Community College does not operate any student housing facilities.*

South of the River Education Center

**SOUTH OF THE RIVER EDUCATION CENTER**

**2800 County Road 42 (Egan Drive), Burnsville, MN 55337**

OFFENSE	ON CAMPUS			Noncampus			Public Property		
	2018	2019	2020	2018	2019	2020	2018	2019	2020
Murder/Non-Negligent Manslaughter	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Negligent Manslaughter	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Rape	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Fondling	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Incest	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Statutory Rape	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Robbery	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Aggravated Assaults	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Burglary	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Motor Vehicle Theft	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Arson	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A

South of the River Education Center

SOUTH OF THE RIVER EDUCATION CENTER

2800 County Road 42 (Egan Drive), Burnsville, MN55337

<b>VAWA (Violence Against Women Act, 2014)</b>									
<b>Offense</b>	<b>ON CAMPUS</b>			<b>Noncampus</b>			<b>Public Property</b>		
	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Domestic Violence	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Dating Violence	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Stalking	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A

<b>ARREST</b>									
<b>Offense</b>	<b>ON CAMPUS</b>			<b>Noncampus</b>			<b>Public Property</b>		
	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Weapons	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Drug Abuse	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Liquor Laws	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A

<b>DISCIPLINARY ACTIONS</b>									
<b>Offense</b>	<b>ON CAMPUS</b>			<b>Noncampus</b>			<b>Public Property</b>		
	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Weapons	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Drug Abuse	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A
Liquor Laws	0	N/A	N/A	0	N/A	N/A	0	N/A	N/A

2020: No Hate Crimes Reported.

2019: No Hate Crimes Reported.

2018: No Hate Crimes Reported.

## DRUG & ALCOHOL-FREE CAMPUS

The possession, use, and sale of alcoholic beverages or illegal drugs are prohibited on the college campus or during any college sponsored activity, either on or off-campus for students, college employees and campus visitors. The only exception is the authorized use of alcoholic beverages for specified off-campus college functions. Only the President may authorize such exceptions.

Violations, including "underage" drinking, are of serious concern and are aggressively addressed through the College's Code of Conduct for Student Behavior, applicable employee bargaining unit agreements and state statutes and federal laws.

Education programs in the areas of alcohol and drug abuse are available on campus. Referrals to counseling and health agencies will be made for individuals needing rehabilitation or treatment. Measures of rehabilitation may be required for continued association with the college. The college's Drug and Alcohol-Free Campus Policy brochure outlines compliance measures, and is available in the college Health Service, the Dean of Students Office and on the college website. Complete copies of the policy and the college's Drug and Alcohol-Free Campus Act Biennial Review are available in the Dean of Students Office.

### Policy Alcoholic Beverages or Controlled Substances on Campus

As a member of the Minnesota State College and Universities System, Inver Hills Community College follows the Minnesota State Colleges and Universities Board Policy 5.18 Alcoholic Beverages or Controlled Substances on Campus and System Procedure 5.18.1 Alcohol use and controlled substances on campus.

Part 1. Policy Statement. It is the policy of the Board of Trustees that any college or university using alcohol and/or controlled substances will do so only in accordance with this policy.

Part 2. Use or Possession of Alcohol and Controlled Substances at Inver Hills Community College.

A. Compliance with Federal Law. In order to comply with Federal law, including, but not limited to, the Drug-Free Schools and Communities Act (34 CFR Part 86), the Drug-Free Workplace Act (34 CFR Part 85) and the Campus Security Act, the Minnesota State Colleges and Universities system office will adopt and implement a policy which is designed to prevent abuse of alcohol and the use of controlled substances.

B. Compliance with State Law. Minnesota State Colleges and Universities prohibit unlawful use, possession, production, manufacture, and distribution of alcohol and other drugs and controlled substances.

C. Policy. Except as provided in this policy, the possession, use, sale or distribution of alcoholic beverages and 3.2% malt liquor at Minnesota State Colleges and Universities and institution-sponsored events on or off campus is prohibited.

D. Exception for Instructional Purposes. Use of alcohol in laboratory and classroom instruction/experiments is not prohibited.

Part 3. Responsibilities. The chancellor for the system office and the president for the college or university are delegated authority to approve use of alcohol at specific special events on campus or college or university sponsored events off campus. Approval shall be consistent with the system office or campus drug and alcohol policy and with system procedures. The procedures shall address the following: compliance with local ordinances and state law relating to sale, possession or consumption of alcohol; providing adequate dram shop/public liability insurance; and any other matters deemed necessary by the chancellor.

Part 4. Accountability/Reporting. Records regarding approval of the use of alcohol at specific events shall be maintained by the college or university in accordance with approved records retention schedules.

### Procedure Alcohol Use and Controlled Substances on Campus

Part 1. Criteria/Definitions. The one-time (single event) use of alcohol or 3.2% malt liquor (beer) at specific college or university events shall be allowed under the following criteria: Compliance with local ordinances and state law with regard to licensing of the event; providing adequate dram shop/public liquor liability insurance; and such other details regarding sponsorship and nature of the event as may be determined by the chancellor or president to be necessary before granting authority for the event to proceed. Specifically, the chancellor or president shall ensure that the following minimum criteria are met:

(a) Liability and Indemnification: Any person (or group) possessing, using, consuming, selling, bartering, or furnishing any alcoholic beverages or 3.2% malt liquor upon the premises or grounds of a state college or university assumes all risk and liability for damage and injuries to persons and/or property which in any way results from such possession, use, consumption, sale, barter or furnishing of alcoholic beverages or 3.2% malt liquor.

(b) Insurance: All groups which serve, sell, barter, or furnish any alcoholic beverage or 3.2% malt liquor pursuant to Minn. Stat. Chapter 340A shall provide evidence of liability insurance as specified by the college or university that names the State of Minnesota, the Board of Trustees of the Minnesota State Colleges and Universities, the college or university, the officers, agents, employees, and students as the insured.

(c) Campus Policies Governing Alcoholic Beverage or 3.2 Malt Liquor Events: Possession, consumption or distribution of alcoholic beverages or 3.2% malt liquor are subject to all state college or university policies. The policies shall specify the limitations on the place and circumstances under which alcohol or 3.2 % malt liquor may be served. Permission of the college or university president is required before such an event may take place. [Until such time as the college or university regulations have been promulgated, permission to allow events where alcoholic beverages or 3.2% malt liquor is served shall be within the president's discretion.]

(d) Legal Age: It shall be unlawful for any person under the legal age as specified by Minnesota statutes to have in his or her possession any alcoholic beverage or 3.2% malt liquor upon the premises or grounds of a state college or university or at institution-sponsored off-campus events.

(e) Licensing: Where required by the local municipality, the campus will assure that all licensing requirements have been met.

(f) State Funds: No state funds may be used to purchase alcoholic or 3.2 malt liquor beverages, insurance, or be used in connection with the service of these beverages.

Part 2. Delegation to the President. The chancellor delegates to each college or university president authority to approve use of alcohol at specific campus events on campus or at college or university sponsored events off campus consistent with Board Policy 1A.9 and these procedures.

## CAMPUS SEX CRIMES PREVENTION ACT

The federal Campus Sex Crimes Prevention Act went into effect on October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information concerning registered sex offenders may be obtained. It also requires sex offenders already registered in a state to provide notice, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

Community Notification allows some information about some offenders to be converted from private or confidential information to public information. In Minnesota the amount of information, and the scope of individuals to whom information is released, is indicated by the risk level assigned to the offender by an End of Confinement Review Committee (ECRC) established by the notification law, and operated by the Department of Corrections (DOC). The higher number risk level assigned to the offenders, the more information can be released, and the broader the audience that will receive that information. Law enforcement agencies where the offenders reside have the responsibility for the notification of their communities under this law.

In compliance with the act Inver Hills Community College provides information on sex offenders as permitted by law. Information about level three offenders is available at the Department of Corrections website:

<https://coms.doc.state.mn.us/publicregistrantsearch>

Information concerning level two sex offenders is available from the Dakota County Sheriff's Office, 651-438-4700.

## Policy Regarding Sexual Assault, Programs and Procedures

In accordance with the Violence Against Women Reauthorization Act President Obama signed into law on March 7th, 2013 that includes language on The Campus Sexual Violence Elimination Act and as a member of the Minnesota State College and Universities System, Inver Hills Community College follows the Minnesota State Colleges and Universities Board Policy 1B.3 Sexual Violence and System Procedure 1B.3.1 Sexual Violence Procedure.

**Part 1. Policy Statement.** Sexual violence, domestic and dating violence, and stalking are an intolerable intrusion into the most personal and private rights of an individual, and is prohibited at Inver Hills Community College. Inver Hills Community College is committed to eliminating sexual violence in all forms and will take appropriate remedial action against any individual found responsible for acts in violation of this policy. Acts of sexual violence may also constitute violations of criminal or civil law, or other Inver Hills Community College policies that may require separate proceedings. To further its commitment against sexual violence, Inver Hills Community College provides reporting options, an investigative and disciplinary process, and prevention training as appropriate.

**Application of policy to students, employees, and others.** This policy applies to Inver Hills Community College students and employees and to others, as appropriate, where incidents of sexual violence on Inver Hills Community College property have been reported. Reports of sexual violence committed by a student at a location other than on Inver Hills Community College property are also covered by this policy. Reports of sexual violence committed by an Inver Hills Community College employee at a location other than Inver Hills Community College property are covered by this policy.

Reports of sexual violence committed on Inver Hills Community College property by individuals who are not students or employees are subject to appropriate actions by Inver Hills Community College, including, but not limited to, pursuing criminal or civil action against them.

Allegations of discrimination or harassment are governed by Minnesota State Colleges and Universities Board Policy 1B.1.

### Part 2. Definitions.

**Subpart A. Sexual violence.** Sexual violence includes a continuum of conduct that includes sexual assault, non-forcible sex acts, dating and relationship violence, stalking, as well as aiding acts of sexual violence.

**Subpart B. Sexual assault.** "Sexual assault" means an actual, attempted, or threatened sexual act with another person without that person's consent. Sexual assault is often a criminal act that can be prosecuted under Minnesota law, as well as form the basis for discipline under Inver Hills Community College student conduct codes and employee disciplinary standards. Sexual assault includes but is not limited to:

1. Involvement without consent in any sexual act in which there is force, expressed or implied, or use of duress or deception upon the victim. Forced sexual intercourse is included in this definition, as are the acts commonly referred to as "date rape" or "acquaintance rape." This definition also includes the coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another.
2. Involvement in any sexual act when the victim is unable to give consent.
3. Intentional and unwelcome touching, or coercing, forcing, or attempting to coerce or force another to touch a person's intimate parts (defined as primary genital area, groin, inner thigh, buttocks, or breast).

4. Offensive sexual behavior that is directed at another such as indecent exposure or voyeurism.

**Subpart C. Dating and relationship violence.** Dating and relationship violence includes physical harm or abuse, and threats of physical harm or abuse, arising out of a personal intimate relationship. This violence also may be called domestic abuse or spousal/partner abuse and may be subject to criminal prosecution under Minnesota state law.

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

**Subpart E. Consent.** Consent is informed, freely given and mutually understood. If coercion, intimidation, threats, and/or physical force are used, there is no consent. If the complainant is mentally or physically incapacitated or impaired so that the complainant cannot understand the fact, nature, or extent of the sexual situation, there is no consent; this includes conditions due to alcohol or drug consumption, or being asleep or unconscious. Silence does not necessarily constitute consent, and past consent of sexual activities does not imply ongoing future consent. Whether the respondent has taken advantage of a position of influence over the complainant may be a factor in determining consent.

**Subpart F. Non-forcible sex acts.** Non-forcible acts include unlawful sexual acts where consent is not relevant, such as sexual contact with an individual under the statutory age of consent, as defined by Minnesota law, or between persons who are related to each other within degrees wherein marriage is prohibited by law.

**Subpart G. Inver Hills Community College property.** “Inver Hills Community College property” means the facilities and land owned, leased, or under the primary control of Inver Hills Community College.

**Subpart H. Employee.** “Employee” means any individual employed by Inver Hills Community College, including student workers.

**Subpart I. Student.** The term “student” includes all persons who:

1. Are enrolled in one or more courses, either credit or non-credit, through a college or university;
2. Withdraw, transfer or graduate, after an alleged violation of the student conduct code;
3. Are not officially enrolled for a particular term but who have a continuing relationship with Inver Hills Community College; or
4. Have been notified of their acceptance for admission or have initiated the process of application for admission or financial aid; or

## Education and Resources

Inver Hills Community College educates the campus community about sexual assaults, relationship and dating violence, and stalking through presentations during new student orientation and various college-wide presentations given through the course of the academic year. Investigators and Decision-Makers receive annual training. Informational brochures regarding sexual violence are available through the

College Office of Security. College/University also conducts regular security patrols of the campus and provides safe walks.

#### If you are the Victim of a Sexual Assault:

1. Go to a safe place.
2. If you are on campus dial 9-911 from a campus phone or 911 from a non-campus phone.
3. Timely and prompt reporting of a sexual assault within 72 hours is critical in preserving evidence important in proving a criminal case against the assailant. Do not bathe, douche, use the toilet, or change clothing.
4. If you have been the victim of a sexual assault, you should seek medical attention immediately regardless of whether you report the matter to the police. Inver Hills Community College Health Services Clinic College Center CC109 or 651.450.3524. Woodwinds Hospital 651.232.0228. Regions Hospital 651.254.3456.
5. You may file a police report with the appropriate law enforcement agency.
6. If you would like assistance in filing a police report, Inver Hills Campus Security can assist you.
7. Inver Hills Community College has counselors available in its College Center Building. Mental health professionals are also available at Dakota County Crisis Intervention 952.891.7171. Safety and Security has information on additional resources. 360 Communities Sexual Assault Services- Dakota County 651.405.1500 and Sexual Offense Services- Ramsey County 651.643.3006 are additional resources available to victims of sexual violence both on campus and in the community.
8. In order to reduce contact between the victim and the alleged assailant, Inver Hills Community College will, at the request of the survivor, attempt to provide a change in classes, academic schedules, transportation or working arrangements as applicable and take other appropriate remedial measures. Inver Hills Community College will provide written notice to victims of these options. These options are available to victims regardless of whether the victim chooses to report the crime to law enforcement or campus authorities.
9. You have the right to petition for an Order for Protection (OFP) or a Harassment Restraining Order (HRO), [IHCC Security] has information available on how to file for and request an OFP or HRO. Inver Hills Community College may take actions it deems necessary or appropriate in response to all protection, restraining or no contact orders.
10. You may contact the Minnesota Crime Victims Reparations Board at 651.201.7300. The Crime Victims Reparations Board provides financial help to victims and their families for losses incurred as a result of a violence crime. You may also visit <https://dps.mn.gov> for additional information.
11. Inver Hills Community College will provide written notification to the victim of physical health, mental health, victim advocacy, legal assistance and other support services available on campus and in

the community as noted above as well as written explanation of his or her rights and options under Inver Hills Community College's Sexual Violence policy.

### Procedures for Campus Disciplinary Action for Sex Offenses:

Victims of sexual assault or those witnessing any type of sexual violence or relationship violence are strongly encouraged to report the incident to The Inver Hills Community College Security Department 651.450.3711; and/or CHRO, Laina Carlson 651.450.3305. The Security Department is the office of official record for reports of sexual assault, as it is in all reported law violations. A report with IHCC Security can ensure that proper steps are taken to ensure the safety of the survivor as well as the safety of the campus community as a whole. Filing a report with IHCC Security can also initiate the Inver Hills Community College's disciplinary process, and is an option for any person wishing to report a case of misconduct.

Inver Hills Community College will normally not take any disciplinary action against a member of the campus community without a complaint and the assistance of the complainant in the disciplinary process, unless Inver Hills Community College determines there is a danger to the victim or Campus community.

Because of laws concerning government data contained in the Minnesota Government Data Practices Act, Inver Hills Community College cannot guarantee confidentiality to those who report incidents of sexual violence except where those reports are privileged or confidential communications with licensed health care professionals or similar professionals. The college Counseling Department and the Campus Health Services Clinic are both confidential services on campus.

If the Director of Safety and Security determines that continued threat exists, information about the reported sexual assault will be released to the campus community. Taking care to protect the identity of the survivor, Safety and Security will release information regarding the location, date and time of the assault, and any information that might help identify the assailant. Safety and Security will inform the campus community of the reported sexual assault and may use such resources as flyers, email notices, and social media to communicate this information.

In order for Inver Hills Community College to proceed with an investigation, a complaint [whether by the victim or a third party] must be filed with The Dean of Students. Reports made through IHCC Security will be forwarded to the Dean of Students. After receiving a report/complaint, the Dean of Students, who must receive annual investigatory training, shall take the steps listed below to insure a prompt, fair, and impartial process following Minnesota State Colleges and Universities Board Policy 1B.3 Sexual Violence and System Procedure 1B.3.1 Sexual Violence Procedure:

1. Conduct a fact-finding inquiry or investigation into the complaint, including appropriate interviews and meetings. Both the complainant and respondent are allowed to have an advisor accompany them through the process. The advisor, however, will not normally be allowed to participate in questioning involving a student;
2. Investigate the complaint without identifying the complainant if, in the judgment of the designated officer, this would increase the likelihood of satisfactory resolution of the complaint;
3. The past sexual history of the complainant and respondent shall be deemed irrelevant except as that history may directly relate to the incident being considered;

4. Inform the complainant, respondent, witnesses and other involved individuals of the prohibition against retaliation and reprisal;
5. Create, gather and maintain investigative documentation as appropriate;
6. Disclose appropriate information to others only on a need to know basis consistent with state and federal law; and provide a data privacy notice (Tennessee warning) in accordance with state law;
7. Inform the complainant and respondent of the status of the investigation at reasonable times until final disposition of the complaint;
8. Conduct further investigation as deemed appropriate by the designated officer; prepare an investigation report for review by the decision-maker;
9. Take additional investigative measures as requested by the decision-maker;
10. Provide sufficient information to the respondent consistent with federal and state data privacy laws to allow the respondent to respond to the substance of the complaint;
11. Notify both the victim and the accused party in writing of the outcome of the investigation;
12. Provide the investigation report to the complainant or respondent upon request unless the information is protected under state or federal law.

Inver Hills Community College will complete an investigation and issue a written response within 60 days after a complaint is made, unless reasonable cause for delay exists. Inver Hills Community College will notify the complainant and respondent if the written response is not expected to be issued within the 60-day period.

The complainant and the respondent may appeal the decision of the decision-maker. An appeal must be filed in writing with the president or designee within ten (10) business days after notification of the decision. During the pendency of the appeal disciplinary or corrective action taken as a result of the decision shall be enforced. In addition, in cases involving sanctions of suspension for ten (10) days or longer, students shall be informed of their right to a contested case hearing under Minnesota Statutes, Chapter § 14.

Inver Hills Community College uses a preponderance of the evidence standard of evidence in determining violations of its Sexual Violence policy.

Students who are found to have violated the Sexual Violence policy could face sanctions up to and including suspension or expulsion from Inver Hills Community College. Employees found to violate the policy may be disciplined up to and including termination.

During and upon completion of the complaint process, the complaint file shall be positing in a secure location in the case has been assigned by the Dean of Students. Access to the data shall be in accordance with the respective collective bargaining agreement or personnel plan, the Minnesota Government Data Practices Act, the Family Educational Rights and Privacy Act or other applicable law.”

Acts of sexual violence are criminal behaviors and create a hostile environment contrary to the goals and mission of Inver Hills Community College. Acts of sexual violence include forcible, non-consensual sexual contact such as touching, grabbing, patting, or pinching another person's intimate parts; or threatening to do so; or non-forcible sex acts such as incest or statutory rape.

If a student has a question or report about sexual violence, the student should contact Campus Security at 651.450.3333 or the Dean of Students, upper level of the College Center, or call 651.450.3680. Employees should contact the Chief Human Resources Officer, Liberal Arts Building room 233, or call 651.450.3305.

To prevent sexual assault and harassment, Inver Hills Community College has undertaken educational efforts to inform employees and students of their responsibilities regarding such behavior, how to identify and eliminate potential sexual assault and harassment and what steps can be taken if instances of sexual assault and harassment are experienced.

These efforts include nightly security patrols of the campus, campus safe walks, Security Alerts, and ongoing campus inspections designed to identify and correct facility and grounds deficiencies. In addition, the Student Senate and Student Activities Committee, Health Service and the Counseling Center provide educational programs pertaining to sexual assault awareness, including acquaintance rape and other forcible and non-forcible sex offenses.

A guiding principle in the reporting of sexual assault is to avoid re-victimizing the sexual assault survivor by forcing the person into any plan of action. Sexual assault survivors may contact any one of several IHCC departments or community services for assistance. Resources listed above in this report provide immediate aid or on-going consultation for survivors of sexual assault.

#### **PROCEDURE FOR REPORTING SEXUAL ASSAULT**

Contact the IHCC Health Service (651-450-3524), the IHCC Security Department (651-450-3333) or the Inver Grove Heights Police Department (651-322-2323, or 911) as soon as possible after the offense. Victims should attempt to note everything about the location and remember that it is extremely important to preserve evidence.

Victims should not bath, douche, use the toilet, or change clothing. Rape victims should seek medical attention immediately, regardless of whether the matter is reported to the police. Inver Hills Community College will assist the student in notifying the proper authorities, if the student requests this assistance. Victims should obtain a description of the offender(s), including sex, age, race, hair, clothing, and other distinguishable features.

Victims should also attempt to obtain a description and license number of any vehicle involved, note the direction taken by offenders or vehicles and report this information to campus authorities or the police. Victims should also take care to preserve the crime scene. It is essential to refrain from touching any items involved in the incident, close off the area of the incident and to prevent people from entering the crime area until law enforcement officers arrive.

IHCC administrators and staff will attempt to maintain the anonymity of the sexual assault survivor. Every attempt will be made not to release names to the media, unless requested by the sexual assault survivor. Names and addresses of survivors are shared with the Inver Grove Heights Police Department or other local police department. Each report of sexual assault will be investigated in order to provide

better protection for sexual assault survivors and all members of the campus community. Sexual assault survivors should be aware of the college's responsibility to release information regarding the fact that an assault occurred for the protection and safety of others.

Counseling and medical services are available both on and off campus. The IHCC Health Service and Counseling Center will provide support and advice for sexual assault survivors. Victims of a sexual assault are encouraged to contact one or more of the resources listed in the previous section.

Sexual assault survivors have the right to make anonymous (third-party) reports to the Director of Safety and Security. However, third party reports may prevent the IHCC Security Department and the Inver Grove Heights Police Department from actively investigating the criminal activity.

The Director of Safety and Security maintains official records of reports of sexual assault, as is the case with all reported violations of the law. Students, faculty and staff are encouraged to contact the Director of Safety and Security to report any information regarding assaults. Each report will be logged as presented by the complainant. Appropriate criminal classifications will be determined after a review of all facts presented. If the Director of Safety and Security (or designee) determines that a threat continues to exist for the campus community, information about the reported sexual assault will be reported to the campus community, whether reported by a sexual assault survivor or through a third-party report. As much detail as possible will be released, such as location, date, time, and information that might help identify the assailant. The Director will inform the campus community of the reported sexual assault by posting "SecurityAlerts".

The college will take appropriate action to safeguard the survivor and, at the same time, protect the rights of the alleged perpetrator. If the survivor of a sexual assault requests, the college will attempt to provide, if reasonably available, an alternate or modified class schedule for the survivor.

The college will normally not take any disciplinary action against a member of the campus community without a written complaint and the assistance of the complainant in the disciplinary process, unless the college determines there is a clear danger to the victim or the college community

## CONTACTS FOR VICTIMS OF SEXUAL VIOLENCE

For Threats, Stalking, and Assault Complaints:

Contact the local police at 911

If calling from a campus telephone dial 9-911.

For Support, Assistance, and Referral:

IHCC Counseling Center 651.450.3508

College Center, Upper Level

IHCC Health Service 651.450.3524

College Center, Lower Level

360 Communities

Sexual Assault Services - Dakota County

24 Hour Crisis Line 651.405.1500

Sexual Offense Services- Ramsey County

24 Hour Crisis Line 651.643.3006