Annual Campus Security and Fire Report

2019

Safety and security information for the University of Nebraska-Kearney, including crime & fire statistics for the 2018 calendar year, and the information required by the Drug-Free Schools and Communities Act of 1989. This information was submitted to the U.S. Department of Education according to law.

The University of Nebraska at Kearney is responsive to University issues which support a diverse work and academic environment. The University of Nebraska at Kearney does not discriminate based on race, color, ethnicity, national origin, sex, pregnancy, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, marital status and/or political affiliation in its programs, activities or employment. This policy is applicable to all University administered programs including educational programs, financial aid, admission policies and employment policies. UNK is an Affirmative Action Equal Opportunity employer. Veterans or persons with disabilities are encouraged to apply. The University affirms a policy of equal education and employment opportunities, affirmative action in employment and nondiscrimination in providing services to the public. University employees, students and others associated with the University who have not received the benefits of these policies, are encouraged to contact the Chief Compliance Officer/ADA Coordinator.
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Annual Campus Security and Fire Safety Report and Clery Act Overview

The University of Nebraska-Kearney Police Department (UNKPD) has responsibility for the preparation and distribution of the University of Nebraska-Kearney’s (UNK) Annual Campus Security and Fire Safety Report (ASR). This is reviewed and updated annually as one cohesive document per the requirements of the federal law known as the Clery Act. To ensure the ASR is accurate and comprehensive, the UNKPD uses its own records as well as sends out formal requests for crime statistics and other necessary information to Campus Security Authorities (see description below) and any applicable law enforcement agencies that have jurisdiction over Clery Act geography (while statistical requests are made, the agencies are not required to provide their statistics and so not all do; all viable statistics that are received are included in the crime numbers provided later in this report. The data is compiled and reviewed to ensure that no duplication takes place and things are appropriately categorized. All records concerning the completion of the ASR (crime reports, daily incident logs, referrals for disciplinary action, copies of timely warnings, etc.) are maintained by the UNKPD. The ASR is completed and posted by October 1st of each year. The ASR and other crime prevention, safety and reporting information can be found on the UNKPD website: http://www.unk.edu/offices/police/

In accordance with the Student Right to Know and Campus Security Act of 1990, 20 U.S.C. Section 1092 the University of Nebraska at Kearney annually mails a post card and direct e-mails to all currently enrolled students and current employees notifying them of the Annual Campus Security and Fire Safety Report. A web site and e-mail is included on this post card directing individuals where to access the report. Copies of the report can also be obtained at the UNK Police Department office in the Facilities Building at 2501 19th Avenue or by calling (308) 865-8911. A link to this report is located on the employment web page and the student admissions web page. Upon request, applicants for enrollment or employment will also be given a copy of this report.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information about crime on and around their campuses. The "Clery Act" is named in memory of 19-year-old Lehigh University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986. The law is tied to an institution’s participation in federal student financial aid programs and it applies to most institutions of higher education both public and private. The Act is enforced by the United States Department of Education.

Among other things, the Clery Act requires colleges and universities to:

To disclose “statistics concerning the occurrence of certain criminal offenses reported to local law enforcement agencies or any official of the institution who is the CSA,” which means that CSAs are required to relay the type of crime reported and its location to UNKPD for statistical purposes and to determine if there is an ongoing threat to the campus community. This does not mean that law enforcement must be involved or charges filed, as this is up to the victim, and no names will ever be provided by the CSA without prior approval of the reporting party. Crimes may be reported to any CSA.
Publish an Annual Security Report (ASR) – by October 1st, documenting three calendar years of select campus crime statistics, including security policies, procedures and information on the basic rights guaranteed to victims of sexual assault, domestic violence, dating violence and stalking. The law requires that schools notify and make the report available to all current students, current employees, prospective students and prospective employees and provide a copy upon request. Schools may comply with this requirement via the internet if required recipients are notified and have provided exact information regarding the on-line location of the report.

Maintain a public crime log – Institutions with a police or security department are required to maintain a public crime log documenting the "nature, date, time and general location of each crime" and its disposition, if known. Incidents must be entered into the log within two business days. The log should be accessible to the public during normal business hours; remain open for sixty (60) days and, subsequently, made available within two business days upon request.

Disclose and provide to the U.S. Department of Education, crime statistics for incidents that occur on campus, in unobstructed public areas immediately adjacent to or running through the campus and at certain non-campus facilities, including Greek housing and remote classrooms – The statistics must be gathered from campus police or security, local law enforcement and other school officials who have "significant responsibility for student and campus activities,” (Campus Security Authority) (CSA) The Clery Act requires reporting of crimes in seven major categories, some with significant sub-categories and conditions:

1. Criminal Homicide
   a. Murder & Non-negligent manslaughter
   b. Negligent manslaughter
2. Sex Offenses
   a. Rape
   b. Fondling
   c. Incest
   d. Statutory Rape
3. Robbery
4. Aggravated Assault
5. Burglary
6. Motor Vehicle Theft
7. Arson

Hate crimes must be reported by category of prejudice, including race, gender, religion, national origin, sexual orientation, gender identity, ethnicity and/or disability. In addition to the above-noted crimes, if the crime committed is classified as a hate crime, statistics are required for the following four additional crime categories:

1. Larceny/Theft
2. Simple Assault
3. Intimidation
4. Destruction/Damage/Vandalism of Property
The statistics for the following incidents must be reported in addition to those above:

1. Domestic Violence
2. Dating Violence
3. Stalking

Institutions are required to report statistics for the following categories of arrests or referrals for campus disciplinary action (if an arrest was not made):

1. Liquor Law Violations
2. Drug Law Violations
3. Illegal Weapons Possession

**Issue timely warnings about Clery Act crimes which pose a serious or ongoing threat to students and employees** – Institutions must provide timely warnings in a manner likely to reach all members of the campus community. Timely warnings are limited to those crimes and incidents an institution is required to report and include in its ASR. There are differences between what constitutes a timely warning and an emergency notification; however, both systems are in place to safeguard students and campus employees.

**Devise an emergency response, notification and testing policy** – Institutions are required to inform the campus community about a “significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.” An emergency response expands the definition of timely warning as it includes both Clery Act crimes and other types of emergencies (i.e., a fire or infectious disease outbreak). Colleges and universities with and without on-campus residential facilities must have emergency response and evacuation procedures in place. Institutions are mandated to disclose a summary of these procedures in their ASR. Additionally, compliance requires one test of the emergency response procedures annually and policies for publicizing those procedures in conjunction with the annual test.

**Compile and report fire data to the federal government and publish an annual fire safety report** – Similar to the ASR and the current crime log, institutions with on-campus housing must report fires that occur in on-campus housing, generate both an annual fire report and maintain a fire log that is accessible to the public. If specifically identified as such, the fire report can be combined with the annual crime report, and the fire log can be combined with the crime log (UNK combines the reports and logs).

**Enact policies and procedures to handle reports of missing students** – This requirement is intended to minimize delays and confusion during the initial stages of a missing student investigation. Institutions must designate one or more positions or organizations to which reports of a student living in on-campus housing can be filed if it’s believed that a student has been missing for 24-hours.
Campus Security Authority (CSA) – if someone has significant responsibility for student and campus activities, he or she is a campus security authority. This is to include but not limited to the Chancellor, Senior Vice Chancellor of Academic/Student Affairs, Dean of Student Affairs, Police Officers, Community Service Officers, Student Conduct Officer, Residence Life staff, Student Activities staff, Student Health Care staff, Director of Counseling and Student Health, Part-time Victim Advocate, Athletics, Human Resources, Ombudsperson, Title IX Specialist and student organization advisors. Other officials may be identified by additional policy generated by the Chancellor or his/her designee as deemed necessary and the university will maintain, revise and disseminate procedures as required to effectuate this legislation. Professional mental health, pastoral and other licensed counselors when functioning in that capacity are not considered campus security authorities; however, all members of the university community including the above listed are encouraged to report crimes or criminal activity utilizing the CSA Reporting form or directly to the UNK Police Department or anonymously at the University’s “Silent Witness” web page http://www.unk.edu/offices/police/police_services/unk_silent_witness.php. This gives employees and students the ability to report a crime voluntarily and confidentially. Further, professional mental health, pastoral and other licensed counselors are encouraged to let their clients know their options for reporting such crimes.

Student Code of Conduct – The University of Nebraska at Kearney (UNK) is a community of scholars that values the freedoms of inquiry and expression. The Student Code of Conduct is intended to present a clear statement of student rights and responsibilities and to set forth the procedures established by the University of Nebraska at Kearney to protect those rights and address the abdication of those responsibilities. The Student Code of Conduct describes the types of acts that are not acceptable in an academic community, as well as the general processes used to address those acts.

The UNK Student Code of Conduct procedures act as an educationally-based fact-finding process, not a court of law. Its proceedings are not civil or criminal trials. The hearings are not adversarial proceedings but rather inquiries conducted by the Conduct Officer and/or Board. Students do not relinquish their rights or shed their responsibilities as citizens by becoming members of the University community. Students must also be aware that, as citizens, they are subject to all federal and state laws in addition to all University regulations governing student conduct and responsibilities.

Law Enforcement on campus – The UNK Police Department, which has 10 certified officers having full police and arrest powers, is in charge of coordinating all campus safety and security measures. UNK Police Department officers enforce University regulations and laws of the State of Nebraska on the University of Nebraska Kearney campus. These men and women complete courses of certification at the State Law Enforcement Training Center and are commissioned by the State of Nebraska as Special Deputy Sheriffs. They undergo continuous training to upgrade and maintain their professional skills as law enforcement officers.

UNK Police Department officers enforce University regulations, laws of the State of Nebraska within their jurisdiction which includes all university-owned, leased or controlled property and the streets adjoining and adjacent to the university and support of the Kearney Police Department.

UNK Police Department officers are responsible for a full range of public safety services, including investigations, medical emergencies, fire emergencies, traffic accidents, enforcement of state and local laws and all other incidents requiring police assistance to include arresting necessary persons.
UNK Police Department officers conduct foot, bicycle and motorized patrol of campus 24-hours a day, 365-days a year. UNK Police Department works closely with the Kearney Police Department, the Buffalo County Sheriff’s Office and the Nebraska State Patrol. Although there are no written memoranda of Understandings between these agencies, all agencies actively assist each other as needed. Incidences that cross jurisdictions or require additional personnel or equipment beyond the University’s abilities will be conducted jointly with another agency. The Kearney Police Department also responds to any off-campus incident involving student activities within the city limits. UNKPD will assist them upon their request. University police officers have direct radio communication with both the Kearney Police Department and the Buffalo County Sheriff’s Department and are part of the Buffalo County 911 Emergency Center as they dispatch for the university.

A request is sent annually for information from KPD & BCSO to see if any crimes were responded to in our geographical area. In addition, a letter is sent requesting KPD & BCSO’s assistance in notifying UNKPD immediately if they become aware of a situation that is a significant emergency or danger, that may pose an immediate or ongoing threat to the health and safety of students and/or employees on campus. We request information from KPD & BCSO for any locations for non-campus functions where student activities are held.

To report a crime UNKPD can be contacted by telephone, in person, or by e-mail:

1. **Phone:** Contact UNKPD at 308-865-8911
2. **Email:** unkpd@unk.edu
3. **Emergency:** If it is an emergency, simply dial 911. All law enforcement agencies in Buffalo County work from the same dispatch system. If dialing 911, the call will automatically be dispatched to the agency having primary jurisdiction.
4. **In person:** Stop in the UNKPD, located at 2501 19th Avenue, if you see an UNKPD officer in a vehicle, on foot, bicycle, get their attention and they will assist you.

UNK is further equipped with eight (8) outdoor emergency telephones. These phones are programmed to dial 911 when activated. To activate a phone simply push the button displayed on the phone.

Upon receipt of a call, UNK Police Officers are dispatched to the site of the complaint to investigate the situation. They prepare and submit incident reports for the use of UNK authorities, other law enforcement agencies, and city, county, state or federal prosecutors. All incident reports involving UNK students or reports that occur in the residence halls are forwarded to the Student Conduct Officer and or the Office of Residence Life for review and potential disciplinary action. Incidents of sexual misconduct are forwarded to the University Title IX Specialist. To keep anonymity while seeking assistance, contact the Student Health and Counseling department at (308) 865-8248. Regardless of how a report is made, it is important to report incidents promptly so that an investigation can be conducted promptly and evidence preserved.

Reporting will assist the university in taking steps to ensure the safety of yourself and others. With such information, the university can also keep accurate records of the number of incidents occurring on University property, determine where there is a pattern of crime and alert the campus community to potential dangers.

Revised January 14, 2020
Every month, the UNKPD provides its Uniform Crime Report to the Nebraska State Patrol as required for inclusion of crime statistics that is published by the Federal Bureau of Investigation.

The UNKPD also employs full time Community Service Officers (CSOs) whose primary purpose is to provide security on campus. CSOs do not have arrest powers (non-commissioned); however, they do undergo training in the areas of security, life safety, and the handling of situations with which they may be confronted. CSOs patrol the buildings and surrounding areas, maintaining constant radio contact with the UNKPD officers, requesting officer assistance when necessary.

**Crime Statistics**

The following criminal offenses were reported to the University police, designated Campus Security Authority or to local law enforcement agencies for university owned, leased or controlled property and the public property immediately adjacent to the main campus. To view a map of UNK campus you can go to this link: [http://www.unk.edu/about/fastfacts/maps-directions.php](http://www.unk.edu/about/fastfacts/maps-directions.php). All years reflect a 12-month calendar year. The definitions for these crime categories are taken from the FBI’s Uniform Crime Reporting Program and the Violence Against Women Act (VAWA).

A hate crime is: A crime that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias in a belief whether actual or perceived of the victim’s race, gender, religion, national origin, sexual orientation, gender identity, ethnicity or disability.

From time to time, an agency will receive a complaint that is determined, through investigation, to be false or baseless. In other words, no crime occurred. If the investigation shows no crime occurred, nor was attempted, the complaint will be counted as an unfounded crime. Only after a thorough investigation is completed by the UNK Police Department, the Director of the UNK Police Department or his/her designee can classify a complaint as an unfounded crime.

**Only sworn or commissioned law enforcement personnel may determine the crime to be unfounded.**

Incidents shown in the “On-Campus Residential” category are also included in the statistics shown in the “On Campus” category.

In 2018, 2017 and 2016, the University Study Abroad program held classes and stayed at the Park Lodge Hotel located at Galway Ireland. In 2018 and 2017, statistics were not included as the information provided was for regions rather than specific locations and was not detailed enough for these purposes. In 2016, we were unable to get responses back from the agency for this location.
<table>
<thead>
<tr>
<th>Type of Crime</th>
<th>Year</th>
<th>On-Campus</th>
<th>On-Campus Residential</th>
<th>Non-Campus</th>
<th>Public Property</th>
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*If a homicide occurred during the commission of a sex offense, both the sex offense and homicide will appear in the statistics.

**These crimes are non-hierarchical, meaning they are reported separately; the crime may have occurred in conjunction with one of the above-noted crimes.
Reported Hate Crimes

Hate crimes on campus:
2018 – No hate crimes were reported.
2017 – Two (2) vandalisms based on sexual orientation; one (1) intimidation based on race.
2016 – One (1) intimidation based on sexual orientation; one (1) harassment based on sexual orientation.

Hate crimes in on-campus housing:
2018 – No hate crimes were reported.
2017 – Two (2) vandalisms based on sexual orientation; one (1) intimidation based on race.
2016 – No hate crimes were reported.

Hate crimes non-campus:
2018 – No hate crimes were reported.
2017 – No hate crimes were reported.
2016 – No hate crimes were reported.

Hate crimes on public property:
2018 – No hate crimes were reported.
2017 – No hate crimes were reported.
2016 – No hate crimes were reported.

Unfounded Crimes

Unfounded crimes on campus:
2018 – No unfounded crimes.
2017 – No unfounded crimes.
2016 – No unfounded crimes.

University Notification

UNK believes that dissemination of information is the key to educating our community about the occurrence of crime on campus. Efforts are made to advise members of the campus community on a timely basis about university crime and crime-related problems. These efforts include the following:

1. Annual Report - An annual report of crime-related information is compiled. A post card is mailed and an e-mail is sent to university members telling them where to access the report.

2. Uniform Crime Report - UNK Police Department monthly submits crime statistics to the Uniform Crime Report which are published yearly by the Federal Bureau of Investigation. The yearly report provides detailed statistical information and is available at public libraries.
3. Daily Crime and Fire Log - UNK Police Department document a daily crime and fire log that details the date, time, general location, description of the crimes or fires and a disposition of the complaint that occurred in their patrol district. The log **does not** include names or specific locations, such as residence hall room numbers. This log is updated within 2 business days of the initial report being taken or any new information being obtained unless there is clear convincing evidence that the release of such information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence, such information may be withheld until that damage is no longer likely to occur. This log is available to the general public at the UNK Police Department Office located in the Facilities Building, at 2501 19th Avenue Kearney, NE and is maintained for a minimum of 60-days. Requests for crime log information in excess of the 60-day period will be honored within 2 business days.

4. UNKAlert - Is a notification system that allows the university to notify campus community members of a campus threat. Messages can be sent by e-mail, text message and phone. They further can be posted to the University website, Twitter and Facebook pages.

The release of information to the public shall be in compliance with all federal, state and local laws.
Timely Warnings

1. PURPOSE – Timely Warnings are issued by the University of Nebraska Kearney Police Department (UNKPD), or their designee and are used to notify the campus community in a timely manner of specific crimes that occur within the University Clery geographic area that pose a serious or continued threat to the campus community members. This notification is intended to aid in the prevention of future crimes and allow community members and visitors to take steps to aid in their own safety. Timely Warnings withhold the victim’s Personal Identifying Information. In order to disseminate emergency information to the larger community. Contact Buffalo county dispatch for them to utilize their alert system.

It is further the policy of this department to maintain compliance with applicable features of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

2. DEFINITIONS -
   A. Campus Security Authority: A Campus Security Authority (CSA) is any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution. This includes anyone with security responsibility or anyone who has a significant responsibility for student and campus activities, including but not limited to, the following:
      Chancellor
      Senior Vice Chancellor of Academic/ Student Affairs
      Dean- Student Affairs
      Police Officers
      Community Service Officers
      Student Conduct
      Housing Director, Resident Assistants, and Residential Life Specialist
      Student Activities staff
      Student Health Care
      Athletics Director and Coaches
      Human Resources
      Ombudsperson
      Title IX Specialist
      Student Organization Advisors
      Part-time Victim’s Advocate

   B. The Clery Act requires reporting of crimes in seven major categories, some with significant sub-categories and conditions:
      a. Criminal Homicide
         i. Murder & Non-negligent Manslaughter
         ii. Manslaughter by Negligence
b. Sex Offenses
   i. Rape
   ii. Fondling
   iii. Incest
   iv. Statutory Rape

c. Robbery

d. Aggravated Assault

e. Burglary

f. Motor Vehicle Theft

g. Arson

C. Hate crimes must be reported by category of prejudice, including race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, and/or disability. In addition to the above-noted crimes, if the crime committed is classified as a hate crime, statistics are required for the following four additional crime categories:
   a. Larceny/Theft
   b. Simple Assault
   c. Intimidation
   d. Destruction/Damage/Vandalism of Property

D. The statistics for the following incidents must be reported in addition to those above:
   a. Domestic Violence
   b. Dating Violence
   c. Stalking

E. Institutions are required to report statistics for the following categories of arrests or referrals for campus disciplinary action (if an arrest was not made):
   a. Liquor Law Violations
   b. Drug Law Violations
   c. Illegal Weapons Possession

F. Clery Geographic Area -
   a. Campus – Any building or property owned or controlled by an institution 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. This includes residence halls and any building or property that is within or reasonably contiguous and owned by the institution but controlled by another person, is frequently used by students and supports the institutional purposes (such as food or retail vendors).

   b. Non-campus building or property –
      Any building or property owned or controlled by a student organization that is officially recognized by the institution or 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. It is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.
c. Public Property –
   All public property, including thoroughfares, streets, sidewalks or parking facilities that is within the campus or immediately adjacent to and accessible from the campus.

G. Pastoral Counselor -
   A person who is associated with a religious order or denomination and is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor.

H. Professional Counselor -
   A person whose official responsibilities include providing mental health counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the institution but are under contract to provide counseling at the institution.

3. POLICY STATEMENT -
   The University of Nebraska at Kearney, in compliance with Clery Act – 20 USC 1092, will notify the campus community of Clery-specified crimes reported to UNKPD occurring in Clery geographic areas that represent a serious or continued threat to students and employees, by providing timely warnings.

4. PROCEDURES -
   A. Campus Security Authorities (CSA’s) are required to notify UNKPD any time that they believe an incident has occurred that may be a Clery reportable crime within the predetermined Clery geographic areas. Due to the confidential nature of their job responsibilities, Pastoral or Professional Counselors are exempt from reporting to the police.
   B. UNKPD can be notified by calling 308-865-8911 or 911.
   C. Local law enforcement agencies also have been asked to notify UNKPD if they become aware of a situation that warrants a notice.
   D. If this emergency is a serious health matter, he or she should contact Student Health and Counseling at 308-865-8218, or 911.
   E. A timely warning must be issued for any Clery reportable crime that occurs in any Clery geographic areas and which poses a serious or continuing threat to the campus community.
   F. A timely warning may be issued for other incidents as deemed necessary by UNKPD taking into consideration the seriousness of the threat, its likelihood to continue to be a threat to the community, and the frequency of the incidents.
   G. The UNKPD Supervisor or the designee is responsible for making the decision whether a timely warning will be issued. He or she can do this in consultation with other University and city departments if needed.
   H. When assessing if a notification is necessitated, officers will determine if the incident was a Clery crime, if the incident happened on Clery geographic area and if there is a serious or continuing threat to the campus.
5. Determining Whether a Continued Threat Exists -
Whether a reported crime constitutes a continuing threat must be decided on a case-by-case basis in light of all the facts surrounding a crime. This includes factors such as the nature of the crime, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts.

6. Determine who will receive the Notification
   1. Notification shall be sent to the appropriate segment or segments of the University that will be directly impacted by the incident. This will be determined by the agency confirming the facts of the incident.
   2. In order to disseminate emergency information to a larger community (other than UNK) we would contact the Buffalo County dispatch for them to utilize their alert system.

7. Timely Warning Notice Content -
   A. The timely warning must contain sufficient information about the nature of the threat in order to allow members of the campus community to take action to protect themselves. The timely warning should include information that would promote safety and that would aid in the prevention of similar crimes.
   B. A timely warning may include but is not limited to the following, unless issuing any of this information would risk compromising law enforcement efforts:
      a. Date and time of the incident;
      b. A brief description of the incident;
      c. Information that will promote safety and potentially aid in the prevention of similar crimes (crime prevention or safety tips);
      d. Suspect description(s) when deemed appropriate and if there is sufficient detail (the description of subjects in a case will only be included in a timely warning if there is a sufficient amount of detail to describe the individual. If the only known descriptors are sex and race, they will not be included in the notification);
      e. UNKPD contact information.
      f. These warnings will withhold the names of the victims associated with any crimes;
      g. Unless exigent circumstances exist, UNKPD will draft correspondence containing the proposed timely warning and forward it to UNK Communications and Marketing for review. At that point, it will be reviewed and then forwarded on for distribution. If exigent circumstances exist, the notification will be sent without the review process.

8. Timing of the Timely Warning -
   A. Although federal regulations provide no clear guidelines on the length of time between the receipt of a crime report and the dissemination of timely warnings, the University will take no more time than necessary to analyze the threat, determine the need for the notice and disseminate the timely warning. Due to necessity, a timely warning may be issued with few facts and then updated as more information is provided, if needed.
   B. Unless exigent circumstances exist, the UNKPD Director or designee, the Communications and Community Relations office and other departments as deemed necessary will determine the content of any follow-up messages and will use some or all of the below distribution methods to communicate updated information about the threat to the University community. This does not
preclude UNKPD personnel from issuing follow-up messages independently if the nature of the emergency changes and continues to pose a threat to the university community.

9. Distribution -
   a. The timely warning must be distributed in a manner reasonably likely to reach the entire campus community as well as visitors.

   b. Depending on the circumstances any of the following methods, or combination thereof, may be used, including but not limited to:
      i. UNKAlert which utilizes any or all of the following: e-mails, text-messages (SMS), phone calls, a post to Facebook, Twitter and the UNK website home page
      ii. Campus-wide Announce e-mail to employees
      iii. Campus-wide Announce or Student Bulletin e-mail to students
      iv. Voice Over Fire Alarm system
      v. News release or media statement

10. This policy is not applicable if a notification is sent out under the Immediate Notification Policy.

11. System Testing
    a. The UNKAlert system is tested a minimum of once a semester by the UNKPD, unless it has already been activated for a real event prior to the scheduled drill.
    b. The Voice Over Fire Alarm Speaker system is tested annually.
    c. Any issues or concerns discovered during testing or during issuance of any message will be immediately addressed.
Immediate Notification Policy

A. PURPOSE -
Immediate Notifications are issued by the University of Nebraska Kearney Police Department (UNKPD), or their designee and are used to notify the campus community and visitors immediately upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees and visitors on campus.

It is further the policy of this department to maintain compliance with applicable features of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

B. DEFINITIONS -
A. Significant Emergency or Dangerous Situation – Any situation which encompasses an imminent or impending threat to the campus. This could include:
   1. Serious criminal incidents
   2. Active shooter/ armed intruder
   3. Hostage/barricade incident
   4. Civil unrest or rioting
   5. Suspicious package, bomb or explosives confirmation
   6. Severe structural damage or fire
   7. Serious health outbreaks
   8. Biological threat
   9. Terrorist incidents
   10. Approaching tornado, or extreme weather conditions
   11. Gas leak

B. Responsible Authorities – Those persons who are receiving, responding to, or investigating the possibility of a significant emergency or dangerous situation.

C. Clery Geographic Area -
1. Campus – Any building or property owned or controlled by an institution 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. This includes residence halls and any building or property that is within or reasonably contiguous and owned by the institution but controlled by another person, is frequently used by students and supports the institutional purposes (such as food or retail vendors).

2. Non-campus building or property –
   Any building or property owned or controlled by a student organization that is officially recognized by the institution or 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. It is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.
3. Public Property –
   All public property, including thoroughfares, streets, sidewalks or parking facilities that is within the campus or immediately adjacent to and accessible from the campus.

4. Pastoral Counselor -
   A person who is associated with a religious order or denomination and is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor.

5. Professional Counselor -
   A person whose official responsibilities include providing mental health counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the institution but are under contract to provide counseling at the institution.

C. POLICY -
   Per the Higher Education Opportunity Act, the University of Nebraska Kearney will immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees and visitors on campus.

   This notification is intended to allow community members to take steps to aid in their own safety. The university will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system. However, if issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

D. PROCEDURES -
   A. How to Report –
      1. Campus Security Authorities (CSA’s) are required to notify UNKPD any time that they believe an incident has occurred that may be a Clery reportable crime within the predetermined Clery geographic areas. Due to the confidential nature of their job responsibilities, Pastoral or Professional Counselors are exempt from reporting to the police.
      2. UNKPD can be notified by calling 308-865-8911 or 911.
      3. Local law enforcement agencies also have been asked to notify UNKPD if they become aware of a situation that warrants a notice.
      4. If this emergency is a serious health matter, (serious health out-break of illness), he / she should contact Student Health and Counseling at 308-865-8218 or 911.
      5. An Immediate Notification may be issued for other incidents as deemed necessary by UNKPD taking into consideration the seriousness of the threat, its likelihood to continue to be a threat to the community, and the frequency of the incidents.
      6. The UNKPD Supervisor or the designee is responsible for making the decision whether an Immediate Notification will be issued. He or she can do this in consultation with other University and city departments if needed.
B. Process to Confirm -
   1. Once a report has been received, UNK Police Department or UNK Student Health and Counseling will, without delay, gather the necessary facts through investigations or through collaboration with other departments to determine if a threat exists as described above.
   2. During this process, UNK Student Health and Counseling will notify UNK Police Department of the investigation.

C. Determine who will Receive the Notification -
   1. Notification shall be sent to the appropriate segment or segments of the University that will be directly impacted by the incident. This will be determined by the agency confirming the facts of the incident.
   2. In order to disseminate emergency information to a larger community (other than UNK) we would contact the Buffalo County dispatch for them to utilize their alert system.

D. Determine the Content of the Message -
   1. Once facts are present to show there is a significant emergency or dangerous situation involving the immediate threat to the campus community, the agency confirming these facts will draft the content of the message.
   2. This notification will warn people in the affected area of the emergency and list any precautionary steps to take, if known.
   3. This notification will withhold the names of the victims associated with any emergency.
   4. Unless exigent circumstances exist, the Department of Communications and Marketing will determine the content of any follow-up messages with the assistance, as needed, from the Incident Commander, responding agencies and collaborating agencies. Any follow-up message will use some or all of the distribution systems available to the university.

E. Any messages that need to be sent can be sent using at least two (2) of the following methods:
   1. UNKAlert
   2. Campus-wide announcement e-mail to employees.
   3. Campus-wide announcement or Student Bulletin e-mail to students.
   5. UNK website(s).
   7. Text messages.
   8. News release or media statement.
   9. Voice message over various public address systems
   10. Determine how it will be Sent -

F. Determine how it will be Sent -
   1. Based on the above determination, the emergency and who is affected, UNKPD or their assisting agency will determine what modes of communication will be used.
2. The methods of communication below may be utilized in the event of an Immediate Notification, including but not limited to:
   a. UNKAlert which utilizes any or all of the following: e-mails, text-messages (SMS), phone calls, a post to Facebook, Twitter and the UNK website home page
   b. Campus-wide Announce e-mail to employees
   c. Campus-wide Announce or Student Bulletin e-mail to students
   d. Voice Over Fire Alarm system
   e. News release or media statement

G. Initiation of the System and any Follow Up Messages -
   1. For immediacy, the initial message will be sent by UNKPD.
   2. If other departments are available at the time of the incident UNKPD may request assistance in sending the message. Other departments who have access and the ability to send the Immediate Notification message are:
      a. Communications and Marketing
      b. Emergency Planning and Management
      c. Risk Management
   3. Unless exigent circumstances exist, the Department of Communications and Marketing will determine the content of any follow-up messages with the assistance, as needed, from the Incident Commander, responding agencies and collaborating agencies. Any follow-up message will use some or all of the distribution systems available to the University.
   4. If this policy is utilized the Timely Warning policy is not relevant. Federal law specifies that “an institution that follows its Immediate Notification procedure is not required to issue a timely warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.
   5. EXTERNAL NOTIFICATIONS -
      All external notifications will be handled by Communications and Marketing unless external media was used in the initial notification. Communications and Marketing will be the contact department for all external media unless otherwise determined through the Incident Command Process.
   6. SYSTEM TESTING -
      a. The UNKAlert system is tested a minimum of once a semester by the UNK Police Department unless it is activated for a real event prior to the scheduled drill.
      b. The Voice over Fire Alarm Speaker system is tested annually.
      c. Any issues or concerns discovered during testing or during issuance of any message will be immediately addressed.
Emergency Response Procedures
UNK has an Emergency Operation Team (EOT), which has plans in place to deal with emergency situations on the University of Nebraska at Kearney campus. This plan is designed to provide guidance to the University’s responders and the campus community applicable to all emergencies. It has identified functional responsibilities of various organizations and offices within the University.

To view the Emergency Operation Plan or request a copy, contact UNKPD at (308) 865-8911 or at 2501 19th Avenue or go to: http://www.unk.edu/about/files/emergency-operations-plan.pdf

All new employees were given a copy of the Emergency Procedures. Posters of Emergency Procedures are also placed on public bulletin boards in academic buildings.

Upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of students or employees, the University will immediately notify the campus community of the situation.

The EOT designs and implements exercises and trainings throughout the year to test the University’s emergency operations plans. These exercises are conducted for both the University as a whole and for single departments or areas. This committee also oversees annual evacuation drills for academic buildings and residence halls. For these drills, occupants are made aware of a date range the drill will be held but not the time. Building evacuation plans are reviewed, updated and sent out at this same time. These drills are documented and any issues of concern are forwarded to the proper department to be addressed.

In 2018 some of the exercises and/or trainings the University conducted or participated in were:

- **Evacuation Drills**
  - Time frame is announced
  - Academic Buildings – August 27th through September 21st
  - Residential Buildings – completed August 29th
  - No drills were conducted in Martin, Nebraska Safety Center or the North Field House. Martin is unoccupied at this time and used as storage. The Nebraska Safety Center (NSC) does not have a fire system. The plans were updated and the NSC trained all employees on these plans. The North Field House has a fire system but no pull stations or a way to manually activate the alarm. The building was walked through and the alarm box was viewed and was operational.

- **Tornado Drill**
  - Announced prior to drill
  - Drill held: March 28, 2018, 10:00 a.m.
  - This is the same day as the Statewide Tornado Drill. We use this day to educate the campus about the University Emergency Operation Plan and shelter locations.
• **Severe Weather Awareness Week**
  - Announced prior
  - March 26 – 30, 2018, 2:00 p.m.
  - Used to train on what to do in various severe weather situations.
  - Tornado drills, conducted campus wide
  - Daily safety tips posted on Campus Facebook page

• **RA Fire Drill**
  - Announced prior
  - August 17, 2018, 10:00 a.m.
  - Used to train RA’s what their role would be in an emergency.

• **Evacuation (Fire) Drills**
  - August 28, 2018, 8:42 a.m. – 1:57 p.m.
  - August 29, 2018, 2:11 p.m. – 3:56 p.m.
  - August 31, 2018, 1:35 p.m. – 1:59 p.m.
  - September 6, 2018, 8:34 a.m. – 9:02 a.m.
  - September 7, 2018, 10:47 a.m. – 10:51 a.m.
  - September 11, 2018, 8:35 a.m. – 9:40 a.m.
  - September 12, 2018, 9:30 a.m. – 10:20 a.m.
  - November 16, 2018, 11:07 a.m. – 11:12 a.m.

• **UNK Alert Tests**
  - Announced prior for tests; however, can also be actual alerts.
  - Tested on March 28, 2018, 10:30 a.m. and December 7, 2018, 10:30 a.m.
  - Actual alert on July 18, 2018, 6:25 p.m. – 6:30 p.m.

• **EOT Advisory Tabletop with WPS/GETS**
  - Used to inform EOT Advisory of WPS and GETS use.
  - July 26, 2018

• **Kearney Community Tabletop**
  - Used to prepare for full scale drill to be held in January 2019
  - December 11, 2018

• **Trainings**
  - January 14, 2018 – Active shooter webinar
  - March 14-25, 2018 – Sport Risk Management training – AWR167
  - March 28-29, 2018 – Event Evacuation Management training – MGT412
  - April 11, 2018 – Recovery Webinar
  - April 18, 2018 – Disaster Prep Webinar
  - May 17, 2018 – WPS/GETS Webinar
  - July 18, 2018 – UNK Alert (actual use for Tornado warning)
  - August 14-15, 2018 – Sport Event Risk Management training
  - November 29, 2018 – WPS/GETS Webinar
- December 6, 2018 – EOT Advisory training on NARCAN and EOP updates

- **Other**
  - Quarterly meetings with UNL, UNO, and UNMC Emergency Managers
    - January 7th, July 6th and November 5th, 2018
  - Attended the South Central Nebraska Emergency Management meeting on May 2\textsuperscript{nd}, 2018
  - Design exercise training
  - NIMS IS 300 and 400
  - NIMS 100,200 and 700 for new EOT Members
  - Trained EOT on snow emergencies
  - Wireless Priority Service (WPS) training
  - EOT Exec trained on UNKAlert
  - University-wide Emergency Management trainings
University of Nebraska Kearney Shelter-In-Place Plan

1. Purpose -
   A. To provide for the timely and orderly process to shelter in place all or part of the University of Nebraska at Kearney campus when it is determined that such action is the most effective means available for protecting the population.

2. Definitions of Shelter-In-Place
   A. The action of seeking immediate shelter indoors following the announcement of an emergency situation.

3. Responsibilities
   A. EOT Emergency Coordinator -
      Oversee the dissemination of internal information related to the emergency. Including: activating UNKAlert to notify the campus that they should shelter in place. Coordinate support activities, work with outside entities and manage resources for the response. Serve as a liaison between the University administrative group, the EOC, the Incident Commander and the city EOC.
   B. Incident Commander -
      Responsible for the overall control of the incident. Identify the emergency and make decisions as to shelter in place or not.
   C. Building Emergency Coordinator -
      Implement shelter-in-place procedures after receiving official notification. Keep occupants calm and informed regarding reason for shelter-in-place and possible duration. Provide notification and status updates to Incident Commander. Restore building to normal function following an all-clear.
   D. UNK Police Department -
      Responsible to coordinate security for the affected area(s).
   E. Facilities -
      Responsible for managing all HVAC systems to preserve life safety, the building and its contents, generator operations, lead and advise the EOC and the Incident Command for all HAZMAT events and assist in securing University buildings occupied by Facilities staff. Facilities will assist in determining any damage to campus property and the ability of the University to occupy/utilize them.
   F. Student Health and Counseling -
      Available for telephone triage regarding health issues.
   G. Human Resources -
      Responsible for advising the EOC on any employee information needed. Afterwards, Human Resources would advise the campus community on payroll matters for the affected time, coordinate and provide EAP services and handle the need for any altered work schedules for the future of recruitment to replace any employees.
   H. Residential Life -
      Responsible for communicating shelter-in-place plans to all residents and locking residence hall doors.
   I. University Relations -
      Responsible for the dissemination of external information related to the emergency and evacuation, maintain and post an emergency webpage, and monitor and control rumors both internally and externally.
J. Information Technology Services -
Responsible for maintaining network and application service to include SAP, PeopleSoft and integrated applications, e-mail, and the University web page as long as possible. Arrange for activation of the alternate hosting site for the UNK web pages if needed. Establish Internet connectivity for Incident Command and EOC. Secure and shut down network equipment when it becomes imperative.

K. Academic Affairs -
Responsible for advising the EOC of sensitive functions or areas of campus that may need special response consideration such as animal labs or radioactive/hazmat materials. After the initial sheltering is concluded, Academic Affairs will advise the EOC on COOP (Continuity of Operation Plan) matters.

L. Student Affairs -
Coordinate all student response efforts

M. Disabilities Services -
Coordinate and execute preplanning for emergency situations with students registered with a disability

N. Business Services
Responsible for activating the emergency alert system for the University cable television. Assist in establishing telecommunications services for the Incident Command and the Emergency Operation Center.

O. Buffalo County Emergency Manager
1. Responsible for advising the UNK Emergency Management Coordinator on city decisions, coordinate support activities and manage resources.

P. American Red Cross
1. Responsible for coordinating mass care activities including registration, lodging and feeding individuals who were off campus when the shelter-in-place was declared and now cannot access their homes. This effort will be supported by the Salvation Army and other service organizations.

4. Concept of Operation
A. Shelter-In-Place Order
1. Shelter-in-place orders will be made by the Chancellor of the University or his/her designee or by the direction of the City of Kearney.
2. In situations where rapid deployment of shelter-in-place is critical to ensure the continued health and safety of the community, the on-scene command has authority to order the shelter-in-place.

B. Shelter-In-Place Decision Consideration
1. When deciding whether to shelter-in-place care must be exercised by decision-makers to ensure that a directed shelter-in-place will not place the affected population into a more dangerous situation than posed by the primary hazard or alternative response actions. When making this decision the following considerations should be addressed;
   a. Weather conditions
   b. How quickly the different responses can be implemented
   c. How safely the different responses can be implemented
   d. Availability of alternative shelters
C. Shelter-In-Place Area Definition
   1. The definition of the area to be sheltered will be determined by those officials recommending or ordering the shelter-in-place based on the advice of appropriate advisory agencies.
   2. Public Notification
   3. Shelter-In-Place Warning
      a. All possible warning modes will be utilized to direct the affected population to shelter-in-place. This includes the use of UNKAlert System to notify individuals by phone, e-mail and text message. The University will also post information on the University web page and television scrolling, if possible. Whenever possible, the university building evacuation personnel will walk through the building, going door to door to notify occupants.

D. Public Information
   1. UNK Communications and Marketing will ensure that emergency information is disseminated to the media in a timely manner. Instructions to the public and situation updates will be issued as the information becomes available.

E. Building Emergency Personnel

F. For the purpose of this plan, Emergency Personnel and their alternates are regular employees who have been selected to ensure that building sheltering is carried out as planned. Building emergency personnel and their alternates shall be selected by the Building Supervisor among building occupants and on a voluntary basis. For the identification of your building’s emergency personnel refer to your building evacuation plan.

G. Following is a list of building emergency personnel and their corresponding duties.

H. PLEASE NOTE: Assigned duties are to be carried out only if you are not putting yourself in danger or risking your personal safety.
   1. Work Area Representative -
      a. Maintain a current list of employees, including part time and student employees and their work schedule;
      b. Instruct area occupants to shelter-in-place when notified of an emergency.
      c. Assist and/or direct occupants with limited mobility to their safe rooms
      d. Check off co-workers who have sheltered-in-place.
      e. Report emergency situations and missing persons to the Emergency Coordinator.
      f. Transmit the All-Clear signal to building occupants.
   2. Floor Monitor -
      a. Check all rooms, corridors and restrooms on assigned floors to ensure building occupants have been notified of the shelter-in-place order
      b. Make sure windows, doors and fire doors on enclosed stairways and exits are closed.
      c. Assist and/or direct occupants with limited mobility to their safe rooms
      d. Report emergency situations and missing persons to the Emergency Coordinator.
      e. Transmit the All-Clear signal to building occupants
3. Emergency Coordinator -  
   a. Secure and lock all exterior doors as needed  
   b. Collect information on building occupants from Floor Monitors and Work Area Reps.  
   c. Report information to first responders or the UNK EOC on occupants needing assistance or those who may be missing.  
   d. Relay information and updates to building occupants about the situation as they become available.  
   e. Transmit the All-Clear signal to Floor Monitors and Work Area Reps.  
   f. Supply the EOT with necessary information and assist them with any necessary debriefings.  

I. Procedures  
1. Upon notification of sheltering in place, emergency personnel will complete the job tasks listed above. It is the responsibility of all building occupants to follow any emergency directions and immediately proceed to a safe location within the building. Faculty are responsible for dismissing their classes and relaying all emergency directions to their students. University employees and students are responsible for relaying all emergency directions to their visitors/customers.  
2. Contract workers will be made familiar with the procedure outlined herein and are expected to shelter upon notification.  
3. Designated essential personnel needed to continue or shut down critical operations while a shelter-in-place is underway are responsible for recognizing and/or determining when to abandon the operation and shelter themselves.  

J. Sheltering Instructions by Types  
1. If sheltering for a tornado, go to the predetermined tornado shelter in your building.  
2. If you are sheltering due to a civil disturbance/Hostage/Active shooter situation;  
   a. Lock and barricade doors.  
   b. Turn off lights, close the blinds and block any windows.  
   c. Turn off or silence anything that makes noise radios, cell phones and computers.  
   d. Keep yourself and occupants calm, quiet and out of sight. Take adequate cover/protection i.e. concrete walls, thick desks, filing cabinet (cover may protect you from bullets).  
   e. As quietly as possible have one person call 911. Give detailed information about the situation.  
   f. Stay alert and adjust your plan as the situation changes.
3. If you are sheltering due to hazardous materials, harmful contaminants or weather conditions.
   a. Close and lock all windows, exterior doors and any other opening to the outside.
   b. Close window shades, blinds or curtains.
   c. If possible seal gaps around doors and windows.
   d. Select an interior room above the ground floor, with the fewest windows or vents. Avoid overcrowding and avoid rooms with mechanical equipment.
   e. Close the interior door to the room you are sheltering in.
   f. Shut down all experiments.
   g. Consider having a room with a standard landline phone available in case radios or cell phones systems fail during the emergency.
   h. Anyone showing obvious symptoms of exposure to a contaminant must be separated from others. They should wash/shower with soap and water and place contaminated clothing in a sealed bag if possible.

K. Disability Procedures
   1. Any person unable to sheltering-in-place or who needs assistance with sheltering-in-place should inform a building occupant or a floor monitor. Move to an interior room. If it is unsafe to do so, remain in your office/classroom/residence.

   2. Supervisory personnel and course instructors are responsible for identifying and escorting to safety individuals with disabilities located in their offices/classrooms, if possible.
      a. Access Control
         i. If possible building emergency personnel will lock all building outside doors to limit access to the building when necessary.
      b. Re-Entry
         i. Remain indoors until “All Clear” message is received and then follow any directions given. If needed Facilities will inspect university buildings and property to ensure they are able to be utilized after a shelter-in-place event.
Evacuation Procedures

Building Evacuation -
At the sound of the Emergency Alarm, it is the responsibility of all building occupants to evacuate immediately and proceed to predetermined assembly points, away from the building.

Building occupants are also responsible for ensuring that their visitors/customers follow the evacuation procedure described herein, and leave the building along with all other occupants.

Faculty are responsible for dismissing their classes and directing students to leave the building by the nearest exit upon hearing the alarm or being notified of an emergency.

Designated essential personnel necessary to continue or shut down critical operations while an evacuation that is underway are responsible for recognizing and/or determining when to abandon the operation and evacuate themselves.

Contract workers will be made familiar with the procedure outlined herein and are expected to leave the building when the alarm sounds.

Evacuation Instructions –
Whenever you hear the building alarm or are informed of a general building emergency:

- Do not panic or ignore the alarm.
- Dismiss classes in session and leave the building in an orderly fashion immediately.
- Do not go back to your office or classroom area for any reason.
- Do not use the elevators.
- Follow the quickest evacuation route from where you are currently located.
- Proceed to the designated emergency assembly point for your area. If the designated assembly point/area is unsafe or blocked due to the emergency, proceed to the alternate assembly point.
- Report to your Work Area Rep or Instructor at the assembly point to be checked off as having evacuated safely. In addition, report any knowledge you may have of missing persons.
- Return to the building only after emergency officials or building monitors give the all-clear signal. (The silencing of the alarm does not mean the emergency is over.)

Any person unable to evacuate or who needs assistance should proceed to the nearest stairwell. If it is unsafe to do so, remain in your office/classroom/residence. Emergency evacuation personnel will check stairwells and ensure emergency response and rescue personnel are notified if someone has taken refuge there.

- Supervisory personnel and course instructors are responsible for identifying and escorting individuals with disabilities that are located in their offices/classrooms to safety, if possible. If they are not able to evacuate the individual, they need to at least get them to a stairwell and notify rescue personnel.

- If you are on a building floor WITHOUT an exit that goes directly to the outside and you hear a fire alarm or are informed of an evacuation:
  - Go to a stairwell immediately.
  - Inform and/or ask someone, a building occupant or a floor monitor in particular, to alert the first arriving emergency responders of your presence and location.
o Call 911 to ensure rescue personnel are notified of your location and your need for assistance in order to evacuate.
o Provide operator with your exact location, building name, floor and room number(s).
o Give the phone number you are calling from.
o If possible, remain by phone. The officers on the phone have radio contact with officers at scene and will keep you informed of the situation. (The information you provide to the emergency operator will be relayed to emergency and rescue personnel arriving at the scene, who will assist in your safe evacuation, if circumstances warrant.)

Campus Evacuation –
Responsibility for issuing an evacuation order rests with the Chancellor, his/her designee or by direction of the City of Kearney. When there is an immediate need to protect lives and provide for public safety, the on-scene commander can make the decision to evacuate. Individual responsibility should be taken by all faculty, staff, students and guests to ensure their own safety.

Public Notification -
Persons to be evacuated should be given as much warning time as possible. On slow moving events, pre-evacuation notice will be given to affected residents. All warning modes will be utilized to direct the affected population to evacuate campus. This will include use of the UNKAlert system to notify individuals by phone, e-mail and text message. The University will also post information on the University website and UNK’s primary social media channels. Wherever possible, the University building evacuation plans will be implemented and work-area reps and floor monitors will walk through buildings going door-to-door to notify occupants.

Communications and Marketing will ensure emergency and evacuation information is disseminated to the news media on a timely basis. Instructions to the public such as traffic routes to be followed, location(s) of temporary reception centers and situation updates will be issued as information becomes available.

Movement -
It is anticipated that the primary evacuation mode will be in private vehicle. Evacuation routes will be selected by law enforcement officials at the time the evacuation decision is made. If at all possible, two-way traffic will be maintained on all evacuation routes to allow continued access for emergency vehicles. Movement instructions will be part of the warning and subsequent public information releases.
Transportation -
The Incident Commander will determine the need for special transportation, coordinate the use of transportation resources to support the evacuation and announce convenient centralized locations as assembly areas. There could be cases where elderly, infirm or persons with a disability in the evacuation area will not be able to get to the assembly point or would need a special type of transportation. Provisions will be made for vehicles to transport these individuals. The public will be instructed how to notify EOC of any special transportation problems. The University Child Development Center will take priority when assessing transportation needs.

Access Control -
During times of evacuation, University buildings will be locked down. In certain situations, buildings will be pinned so that only authorized emergency personnel have access. A perimeter would be established and enforced by the UNK Police Department. An access pass system would be established.

Re-entry -
The re-entry decision and order will be made by the Chancellor or his/her designee after the threat has passed and the evacuated area has been inspected by all necessary safety personnel.

Firearms and Weapons Policy
Possession of firearms, explosives, destructive devices, dangerous chemicals, fireworks or any other item defined by Nebraska state statutes (Chapter 28, Article 12) as a deadly weapon are prohibited on property controlled by the University of Nebraska at Kearney, in University vehicles and at events sponsored by the University. This prohibition applies to all members of the general public, students and University employees, except University employees who are specifically so authorized as part of their job responsibilities and authorized law enforcement personnel performing official duties. Exceptions to this policy may only be authorized by the Vice Chancellor for Business and Finance or his/her designee. Any person violating this policy is subject to University discipline up to and including expulsion/termination and/or may be charged with the appropriate criminal offense.

The possession of concealed weapons on property controlled by the University of Nebraska is prohibited (State statute 69-2441). This ban applies to University of Nebraska vehicles and events sponsored by the University. This prohibition applies to all members of the general public, students, and University employees, except University employees who are specifically authorized to carry concealed weapons as part of their job responsibilities and authorized law enforcement personnel performing official duties.

For the purpose of this policy, the term “property controlled by the University of Nebraska” shall mean and include all property owned by the University, all property leased by or licensed to the University and all fraternity houses, sorority houses or other student housing facilities recognized by the University.
A. STANDARDS OF CONDUCT FOR EMPLOYEES AND STUDENTS REGARDING ALCOHOL AND DRUGS

The illegal possession, use, or distribution of drugs or alcohol by students and employees is a violation of University rules as well as State and Federal laws. The Board of Regents of the University of Nebraska has directed officers of the University to cooperate with State and Federal agencies in the prevention of drug abuse. See Board of Regents of the University of Nebraska, Minutes, Vol. 29, pp. 90–91 (September 12, 1967).

In satisfaction of this mandate and in order to fulfill its obligations under the Drug Free Workplace Act of 1988 and the Safe and Drug-Free Schools and Communities Act of 1994, the University has formulated standards of conduct for both its employees and its students which prohibit the following acts:

1. use, possession, manufacture, distribution, or sale of illegal drugs or drug paraphernalia on University premises or while on University business or at University activities, or in University supplied vehicles either during or after working hours;
2. unauthorized use or possession or manufacture, distribution, or sale of a controlled substance as defined by the Federal Controlled Substances Act, 21 U.S.C. §§ 801 et seq., or Nebraska’s Uniform Controlled Substances Act, Neb. Rev. Stat. §§ 28-401 et seq., (Reissue 2008, Cum. Supp. 2016), available at http://nebraskalegislature.gov/laws, on University premises, or while engaged in University business or attending University activities or in University supplied vehicles, either during or after working hours;
3. unauthorized use, manufacture, distribution, possession, or sale of alcohol on University premises or while on University business, at University activities, or in University-supplied vehicles, either during or after working hours;
4. storing in a locker, desk, vehicle, or other place on University owned or occupied premises any unauthorized controlled substances, drug paraphernalia, or alcohol;
5. use of alcohol off University premises that adversely affects an employee’s or student’s work or academic performance, or an employee's or student's safety or the safety of others;
6. possession, use, manufacture, distribution, or sale of illegal drugs off University premises that adversely affects the employee’s work performance or the student's academic performance, or an employee's or student's safety or the safety of others;
7. violation of State or Federal laws relating to the unauthorized use, possession, manufacture, distribution, or sale of alcohol, controlled substances, or drug paraphernalia;

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(8) in the case of employees, failure to notify an employee's supervisor of an employee's arrest or conviction under any criminal drug statute as a result of a violation of law which occurs at the University of Nebraska workplace.

[The Standards of Conduct were approved by the Regents in 1990. See Board of Regents of the University of Nebraska, Minutes, Vol. 55, p. 205 (October 12, 1990).]

B. DESCRIPTION OF APPLICABLE LEGAL SANCTIONS UNDER FEDERAL, STATE OR LOCAL LAW FOR UNLAWFUL POSSESSION OR DISTRIBUTION OF ILLICIT DRUGS AND ALCOHOL

The information on the following pages summarizes selected provisions of Federal, State, and local laws that provide criminal and civil penalties for unlawful possession or distribution of drugs and alcohol.

FEDERAL PENALTIES AND SANCTIONS FOR ILLEGAL POSSESSION OF CONTROLLED SUBSTANCES

21 U.S.C. § 844(a)
First Conviction: Up to 1 year imprisonment and fine of at least $1,000 or both. After one prior drug conviction: At least 15 days in prison, not to exceed 2 years, and a fine of at least $2,500. After 2 or more prior drug convictions: at least 90 days in prison, not to exceed 3 years, and a fine of at least $5,000.

21 U.S.C. §§ 853(a) and 881 (a)
Forfeiture of tangible and intangible personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. Forfeiture of vehicles, boats, aircraft, or any other conveyance used, or intended for us, to transport or in any manner to facilitate the transportation, sale, receipt, possession, or concealment of controlled substances.

21 U.S.C. § 844a
Denial of Federal benefits, such as financial aid grants, contracts, student loans, and professional and commercial licenses, for individuals convicted of distributing controlled substances (drug trafficking). The denial can last up to 5 years for the first conviction and up to 10 years for the second conviction. Those who have three or more convictions will be permanently ineligible for all Federal benefits.

Ineligible to receive or possess a firearm or ammunition.

Miscellaneous
Authority to revoke certain Federal licenses and benefits, e.g. pilot licenses, public housing tenancy, etc., is vested with the officials of individual Federal agencies.

Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

The United States Drug Enforcement Administration publishes information that summarizes trafficking penalties under Federal law for various types of drugs; it is available on two charts found at: http://www.dea.gov/druginfo/ftp3.shtml.¹

STATE PENALTIES AND SANCTIONS FOR ILLEGAL POSSESSION OF CONTROLLED SUBSTANCES

The framework for the regulation of most drugs, also called controlled substances, is set out in the Uniform Controlled Substances Act. In addition, other Nebraska State laws establish penalties for various drug-related offenses as summarized below. Charts 2 and 3 summarize the sanctions under Nebraska law for possession or distribution of various drugs.²
CRIMES INVOLVING MINORS:

Any person 18 years of age or older who knowingly or intentionally manufactures, distributes, delivers, dispenses, or possesses with intent to manufacture, distribute, deliver or dispense a controlled substance or a counterfeit controlled substance (i) to a person (under the age of 18 years); (ii) in, on, or within 1,000 feet of a school, college, university, or playground; or (iii) within 100 feet of a youth center, public swimming pool, or video arcade shall be punished more severely. The law also provides for an enhanced penalty for anyone 18 years of age or older to knowingly and intentionally employ, hire, use, cause, persuade, coax, seduce, or coerce any person under the age of 18 years to manufacture, transport, distribute, carry, deliver, dispense, prepare for delivery, offer for delivery, or possess with intent to do the same a controlled substance or a counterfeit controlled substance. See Neb. Rev. Stat. § 28-416(4)(a) and (5)(a) (Reissue 2016).

Persons under the age of eighteen who violate the drug laws may be subject to additional sentencing provisions found in Neb. Rev. Stat. § 28-416 (18) and (19) (Reissue 2016), these include impounding licenses or permits issued under the Motor Vehicle Operator’s License Act, completion of community service, and attending drug education classes.

PROBATION CONDITIONS:


TAX PROVISIONS:

Anyone who possesses or sells the following amounts of controlled substances or imitation controlled substances must pay the appropriate taxes to the Nebraska Department of Revenue and have the stamps attached to the controlled substances. Marijuana is not included in the definition of “controlled substances” here but is also taxed, as follows:

Illegal marijuana is taxed at $100 for each ounce or portion of an ounce. Neb. Rev. Stat. § 77-4303 (Reissue 2009).

Revised January 14, 2020
Any controlled substance that is sold by weight or volume (i.e., cocaine, crack, methamphetamine, etc.) is taxed at $150 for each gram or portion of a gram. Neb. Rev. Stat. § 77-4303 (Reissue 2009).

Any controlled substance that is not sold by weight (i.e., LSD, Quaaludes, methamphetamine in tablets, PCP, etc.) is taxed at $500 for each 50 dosage units or portion thereof. Neb. Rev. Stat. § 77-4303 (Reissue 2009).

Failure to have the proper tax stamps attached to the controlled substance is a Class IV felony, with a criminal penalty of up to a 2-year imprisonment and 12-month post-release supervision or a $10,000 fine or both. If imprisonment is imposed, there will be a minimum of a 9-month post-release supervision. Neb. Rev. Stat. § 28-105(1) (Reissue 2016) available at http://nebraskalegislature.gov/laws; Neb. Rev. Stat. §§ 77-4301 to 77-4316 (Reissue 2016).

PROPERTY FORFEITURE:

Property used to manufacture, sell, or deliver controlled substances can be seized and forfeited to the State. Property subject to forfeiture may include cash, cars, boats, and airplanes, as well as drug paraphernalia, books, records, and research, including formulas, microfilm, tapes, and data. Neb. Rev. Stat. § 28-431 (Reissue 2016).

BEING UNDER THE INFLUENCE OF ANY CONTROLLED SUBSTANCE FOR UNAUTHORIZED PURPOSE:

It is a violation of Nebraska law to be under the influence of any controlled substance for a purpose other than the treatment of a sickness or injury as prescribed or administered by a practitioner. In a prosecution, the State need not prove that the accused was under the influence of a specific controlled substance, only that the accused manifested symptoms or reactions caused by the use of any controlled substance. Neb. Rev. Stat. § 28-417(1)(g) (Reissue 2016).

DRUG PARAPHERNALIA OFFENSES:

It is a violation of Nebraska law to use, or to possess with intent to use, drug paraphernalia to manufacture, inject, ingest, inhale, or otherwise introduce into the human body a controlled substance. Neb. Rev. Stat. § 28-441(1) (Reissue 2016).

"Drug paraphernalia" is defined to include such things as hypodermic syringes, needles, pipes, bongs, roach clips, and other items used, intended for use, or designed for use with controlled substances. Neb. Rev. Stat. § 28-439 (Reissue 2016).

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It is unlawful to deliver, possess with intent to deliver, or manufacture with intent to deliver drug paraphernalia knowing, or under circumstances in which one should reasonably know, that it will be used to manufacture, inject, ingest, inhale, or otherwise introduce into the human body a controlled substance. This section does not apply to pharmacists who sell hypodermic syringes or needles for the prevention of the spread of infectious diseases. Neb. Rev. Stat. § 28-442 (Reissue 2016).

It is a violation of Nebraska law for a person 18 years of age or older to deliver drug paraphernalia to a person under the age of 18 who is at least 3 years his or her junior. Neb. Rev. Stat. § 28-443 (Reissue 2016).

A violation of Neb. Rev. Stat. § 28-441 (use or possession of drug paraphernalia) is punishable on the first offense by a fine of up to a maximum of $100; a second offense within two years of the first is punishable by a fine not less than $100 and not more than $300; a third offense within two years of the second is punishable by a fine of not less than $200 and not more than $500. Neb. Rev. Stat. §§ 28-441 and 29-436 (Reissue 2016). The penalty for violation of Neb. Rev. Stat. § 28-442 (delivery or manufacture of drug paraphernalia) is not more than a 6-month imprisonment or a $1,000 fine or both.

IMITATION CONTROLLED SUBSTANCES:

It is a violation of Nebraska law to knowingly or intentionally manufacture, distribute, deliver, or possess with intent to distribute or deliver an imitation controlled substance. Neb. Rev. Stat. § 28-445 (Reissue 2016). "Imitation controlled substance" is a substance that is not a controlled substance or controlled substance analogue but which is represented to be an illicit controlled substance or controlled substance analogue. Neb. Rev. Stat. § 28-401 (29) (Reissue 2016). First offense violations of this law are punishable by a 3-month imprisonment or a $500 fine or both. A second offense violation of this statute is punishable by not more than a 6-month imprisonment or a $1,000 fine or both. Neb. Rev. Stat. § 28-445 (Reissue 2016) and § 28-106(1) (Reissue 2016).

CONTROLLED SUBSTANCE ANALOGUES:

For purposes of Nebraska's Uniform Controlled Substance Act, controlled substance analogues (often called "designer drugs") are treated as controlled substances. Such an analogue is defined as (i) substantially similar in chemical structure to the chemical structure of a controlled substance or (ii) having a stimulant, depressant, analgesic or hallucinogenic effect on the central nervous system that is substantially similar to or greater than the effect of a controlled substance. Neb. Rev. Stat. § 28-401(30)(a) (Reissue 2016).

SELECTED ALCOHOL OFFENSES

MINOR IN POSSESSION:

It is against the law for a person under the age of 21 years to sell, dispense, consume, or possess alcohol. Neb. Rev. Stat. § 53-180.02 (Reissue 2010). Penalties for violation of this law may include one or more of the following: the impoundment of the offender's license for thirty days or more; the requirement to attend an alcohol education class; the requirement to complete twenty hours or more of community service; or submission to an alcohol assessment by a licensed counselor. Neb. Rev. Stat. § 53-180.05(4) and § 53-181 (Cum. Supp. 2016); § 28- 106(1) (Reissue 2016).
SAFE HARBOR:

A penalty may not be imposed on a person who otherwise violated this law if the person (i) requested emergency medical assistance in response to the possible alcohol overdose of himself or herself or another person as soon as the emergency situation is apparent; (ii) was the first person to make the request for medical assistance; and (iii) when emergency medical assistance was requested for the possible alcohol overdose of another person: (A) remained on the scene until the medical assistance arrived; and (B) cooperated with medical assistance and law enforcement personnel. Neb. Rev. Stat. § 53-180.05(4) and § 53-181(3) (Cum. Supp. 2016).

PROCURING ALCOHOL:

It is a violation of Nebraska law to sell, furnish, give away, exchange, deliver, or permit the sale, gift, or procuring of any alcoholic liquors to or for any minor or to any person who is mentally incompetent. Neb. Rev. Stat. § 53-180 (Cum. Supp. 2016). Violation of this law is generally punishable by not more than a one-year imprisonment or a $1,000 fine or both. Neb. Rev. Stat. § 53-180.05(1) (Cum. Supp. 2016) and § 28-106(1) (Reissue 2016). However, if alcohol is knowingly and intentionally provided to a minor and the minor’s consumption of the alcohol or impaired condition attributed to the alcohol leads to the serious bodily injury or death of any person, the person who provided the alcohol shall be guilty of a Class IIIA felony and serve a mandatory minimum of at least 30 days’ imprisonment. The penalty for a Class IIIA felony is a 3-year imprisonment and 18-month post release supervision or a $10,000 fine or both and a minimum of a 9-month post-release supervision if imprisonment is imposed. See Neb. Rev. Stat. § 53-180.05(2) (Cum. Supp. 2016) and Neb. Rev. Stat. § 28-105(1) (Reissue 2016) available at http://nebraskalegislatuure.gov/laws.

CONSUMPTION ON PUBLIC PROPERTY:

It is a violation of Nebraska law for any person to consume alcoholic liquors upon property owned or controlled by the State or any governmental subdivision thereof, unless authorized by the governing bodies having jurisdiction over such properties. Neb. Rev. Stat. § 53-186 (Cum. Supp. 2016). A violation of this statute is punishable on the first offense by a fine of up to a maximum of $100; a second offense within 2 years of the first is punishable by a fine not less than $100 and not more than $300; a third offense within 2 years of the second is punishable by a fine of not less than $200 and not more than $500. Neb. Rev. Stat. § 53-186 (Cum. Supp. 2016) and § 29-436 (Reissue 2016).
DRIVING WHILE INTOXICATED:

Operating or being in physical control of a vehicle while under the influence of alcoholic liquors or drugs is a violation of Nebraska law when such person has a concentration of eight-hundredths (.08) of 1 gram or more by weight of alcohol per 100 milliliters of blood or per 210 liters of breath. Neb. Rev. Stat. § 60-6,196 (Cum. Supp. 2016).

Violation of this law is punishable on first offense by not more than 60 days but not less than 7 days of imprisonment and a $500 fine. Neb. Rev. Stat § 60-6,197.03 (Cum. Supp. 2016) and § 28-106(1) (Reissue 2016). In addition, an offender’s driver’s license is revoked for 6 months and the offender is ordered not to drive any motor vehicle for any purpose for a like period. Neb. Rev. Stat. § 60-6,197.03(1) (Cum. Supp. 2016). Suspended sentence or probation includes a mandatory requirement that probation or suspension be conditioned on an order that the offender will not drive any motor vehicle for any purpose for 60 days and pay a $500 fine. Neb. Rev. Stat. § 60-6,197.03(1) (Cum. Supp. 2016).

Penalties for a second conviction include a $500 fine and a maximum of a 6-month imprisonment, with no less than a mandatory 30-day imprisonment. Neb. Rev. Stat. § 60-6,197.03 (Cum. Supp. 2016) and § 28-106(1) (Reissue 2016). As part of the judgment of conviction, the offender’s operator’s license is revoked for 18 months. Neb. Rev. Stat. § 60-6,197.03(3) (Cum. Supp. 2016). If an offender is placed on probation or the sentence is suspended, a mandatory condition is that the offender must not drive any motor vehicle for any purpose for a period of 18 months. Neb. Rev. Stat. § 60-6,197.03(3) (Cum. Supp. 2016). In addition, the probation order shall include as one of its conditions the payment of a $500 fine and confinement in the city or county jail for 10 days or the imposition of not less than 240 hours of community service. Neb. Rev. Stat. § 60-6,197.03(3) (Cum. Supp. 2016).

Penalties for a third conviction include a $1,000 fine and a maximum of a one-year imprisonment, with a minimum 90-day imprisonment, and an order of license revocation for 15 years. Neb. Rev. Stat. § 28-106(1) (Reissue 2016) and Neb. Rev. Stat. § 60-6,197.03(4) (Cum. Supp. 2016). If an offender is placed on probation, or the sentence is suspended, a mandatory condition is that the offender’s operator’s license shall be revoked for a period of at least 2 years but not more than 15 years. Neb. Rev. Stat. § 60-6,197.03(4) (Cum. Supp. 2014). In addition, the probation order shall include the payment of a $1,000 fine and as one of its conditions confinement in the city or county jail for 30 days. Neb. Rev. Stat. § 60-6,197.03(4) (Cum. Supp. 2016).

Fourth convictions are a Class IIIA felony. Neb. Rev. Stat. § 60-6,197.03(7) (Cum. Supp. 2016). Offenders in this class will have their licenses revoked for a period of 15 years and the offender must spend at least 180 days imprisoned in a

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city or county jail or an adult correctional facility. Neb. Rev. Stat. § 60-6,197.03(7) (Cum. Supp. 2016). Probation or suspension of sentence must be conditioned so that the offender’s license is revoked for a period of 15 years. The revocation order shall require that the offender not drive for 45 days after which he or she may apply for an ignition interlock permit and installation of such device. Neb. Rev. Stat. § 60-6,197.03(7) (Cum. Supp. 2016). In addition, the probation order shall include as one of its conditions a $2,000 fine and confinement in the city or county jail for no less than 90 days with required use of a continuous alcohol monitoring device and abstention from alcohol use for no less than 90 days after release. Neb. Rev. Stat. § 60-6,197.03(7) (Cum. Supp. 2016).

Fifth and subsequent convictions are a Class IIA felony. Neb. Rev. Stat. § 60-6,197.03(9) (Cum. Supp. 2016). Offenders in this class will have their licenses revoked for a period of 15 years and the offender must spend at least two years’ in prison. Neb. Rev. Stat. § 60-6,197.03(9) (Cum. Supp. 2016). Probation or suspension of sentence must be conditioned so that the offender’s license is revoked for a period of 15 years. The revocation order shall require that the offender not drive for 45 days after which he or she may apply for an ignition interlock permit and installation of such device. Neb. Rev. Stat. § 60-6,197.03(9) (Cum. Supp. 2016). In addition, the probation order shall include as one of its conditions a $2,000 fine and confinement in the city or county jail for 180 days with required use of a continuous alcohol monitoring device and abstention from alcohol use for no less than 180 days after release. Neb. Rev. Stat. § 60-6,197.03(9) (Cum. Supp. 2016).

Persons with a higher concentration of alcohol, fifteen-hundredths (.15) of 1 gram or more by weight of alcohol per 100 milliliters of blood or per 210 liters of breath on a first conviction and subsequent conviction, are subject to even stiffer penalties. Neb. Rev. Stat. § 60-6,197.03(2), (5), (6), (8) and (10) (Cum. Supp. 2016). Where a person has three prior convictions and then has another conviction involving this higher alcohol concentration, he or she shall be guilty of a Class IIA felony with a minimum sentence of one year of imprisonment, and has his or her license revoked for a period of 15 years. Neb. Rev. Stat. § 60-6,197.03(8) (Cum. Supp. 2016). In addition, any probation order shall be applied as previously indicated under Neb. Rev. Stat. § 60-6,197.03(7) (Cum. Supp. 2016).

Persons convicted of a DWI violation may be ordered to have an ignition interlock device installed at their expense on each motor vehicle operated by the convicted person during the period of revocation. Neb. Rev. Stat. §§ 60-6,197.03 and 60-6,211.05 (Cum. Supp. 2016). DWI convictions also have an impact on the ability of a person to obtain both automobile and life insurance coverage.

Local laws may also make it a crime to operate a motor vehicle under the influence of alcohol or to commit certain acts involving the consumption or possession of alcohol, e.g. “open container” laws.

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C. DESCRIPTION OF HEALTH RISKS ASSOCIATED WITH USE OF ILlicit
DRUGS AND ABUSE OF ALCOHOL

Serious health risks are associated with the use of illicit drugs and alcohol. The
National Institute on Drug Abuse states that most drugs of abuse can alter a person’s
thinking and judgment, leading to health risks, including addiction, drugged driving
and infectious disease. Most drugs could potentially harm an unborn baby; pregnancy-related issues are listed for drugs where there is enough scientific evidence
to connect the drug use to specific negative effects. These drugs and their effects are
more thoroughly described by the National Institute on Drug Abuse through charts
available at: http://www.drugabuse.gov/drugs-abuse/commonly-abused-drugs-
charts.  

D. ASSISTANCE, UNIVERSITY SANCTIONS, AND OTHER INFORMATION

ASSISTANCE

Employees and students needing help in dealing with drug or alcohol problems are encouraged to make voluntary use of their campus Employee Assistance Programs and Student Counseling Centers. The Employee Assistance Programs and Student Counseling Centers can help by offering the following services:

- Objectively assessing the situation and referring employees or students to
  the proper resources.
- Supplying short-term personal counseling and problem solving.
- Providing education and training to supervisors on how to intervene
  with troubled employees.

UNIVERSITY SANCTIONS

In the event a faculty or staff member violates this policy or is convicted of
unlawful manufacture, distribution, dispensation, possession or use of controlled
substances or alcohol on University property or as part of any University activity, the
University will take appropriate action.

For Administrators, staff, and faculty not included in the UNK or UNO collective
bargaining units, one or more of the following actions may be taken:
- Referral to the Faculty/Employee Assistance Program for evaluation and
  assessment to determine the appropriate treatment for rehabilitation;
- Participation in a drug rehabilitation program;
- Disciplinary action, up to and including termination of employment and
  referral for prosecution.

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3 Last visited on September 20, 2017.
For faculty included in the UNK or UNO collective bargaining units, conviction of drug law offenses may be considered adequate cause for imposition of the disciplinary process provided in the Collective Bargaining Agreement. Violation of this policy may also be considered adequate for imposition of the disciplinary process and referral for prosecution.

As required by 41 U.S.C. § 8102(1), part of the Drug-Free Workplace Act of 1988, faculty and staff involved in the performance of federal contracts or grants must notify their supervisor within five days if they are convicted of any criminal drug statute as a result of violation of the law that occurs at the workplace. The term “conviction” means a finding of guilt (including a plea of nolo contendre) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violation of the Federal or State criminal drug statutes. The supervisor will immediately notify the Academic Affairs Office when faculty members are affected or the Human Resources Office when staff members are affected. The University, in turn, will notify the applicable granting or contracting agency or agencies of the conviction within ten days after receiving notice of an employee’s criminal drug statute conviction.

REVIEW

Biennially the University will review its Substance Abuse Policy/Program to determine its effectiveness and to ensure that the sanctions required for violations of the policy are consistently enforced.

Any student in violation of the law may be arrested or referred to Student Conduct. If a faculty/staff is found in violation, they will be referred and enforced.
# Federal Trafficking Penalties for Schedules I, II, III, IV, and V (except Marijuana)

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Substance/Quantity</th>
<th>Penalty</th>
<th>Substance/Quantity</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>II</td>
<td>Cocaine 500-4999 grams mixture</td>
<td><strong>First Offense:</strong> Not less than 5 yrs. and not more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than $5 million if an individual, $25 million if not an individual.</td>
<td>Cocaine 5 kilograms or more mixture</td>
<td><strong>First Offense:</strong> Not less than 10 yrs. and not more than life. If death or serious bodily injury, not less than 20 yrs. or more than life. <strong>Fine of not more than $10 million</strong> if an individual, $50 million if not an individual.</td>
</tr>
<tr>
<td>II</td>
<td>Cocaine Base 28-279 grams mixture</td>
<td></td>
<td>Cocaine Base 280 grams or more mixture</td>
<td></td>
</tr>
<tr>
<td>II</td>
<td>Fentanyl 40-399 grams mixture</td>
<td><strong>Second Offense:</strong> Not less than 10 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than $8 million if an individual, $50 million if not an individual.</td>
<td>Fentanyl 400 grams or more mixture</td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>Fentanyl Analogue 10-99 grams mixture</td>
<td></td>
<td>Fentanyl Analogue 100 grams or more mixture</td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>Heroin 100-999 grams mixture</td>
<td></td>
<td>Heroin 1 kilogram or more mixture</td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>LSD 1-9 grams mixture</td>
<td></td>
<td>LSD 10 grams or more mixture</td>
<td></td>
</tr>
<tr>
<td>II</td>
<td>Methamphetamine 5-49 grams pure or 50-499 grams mixture</td>
<td></td>
<td>Methamphetamine 50 grams or more pure or 500 grams or more mixture</td>
<td></td>
</tr>
<tr>
<td>II</td>
<td>PCP 10-99 grams pure or 100-999 grams mixture</td>
<td></td>
<td>PCP 100 grams or more pure or 1 kilogram or more mixture</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Substance/Quantity</th>
<th>Penalty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Any Amount Of Other Schedule I &amp; II Substances</td>
<td><strong>First Offense:</strong> Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine $1 million if an individual, $5 million if not an individual.</td>
</tr>
<tr>
<td>Any Drug Product Containing Gamma Hydroxybutyric Acid</td>
<td><strong>Second Offense:</strong> Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine $2 million if an individual, $10 million if not an individual.</td>
</tr>
<tr>
<td>Flunitrazepam (Schedule IV) 1 Gram</td>
<td></td>
</tr>
<tr>
<td>Any Amount Of Other Schedule III Drugs</td>
<td><strong>First Offense:</strong> Not more than 10 yrs. If death or serious bodily injury, not more than 15 yrs. Fine not more than $500,000 if an individual, $2.5 million if not an individual.</td>
</tr>
<tr>
<td></td>
<td><strong>Second Offense:</strong> Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than $1 million if an individual, $5 million if not an individual.</td>
</tr>
<tr>
<td>Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)</td>
<td><strong>First Offense:</strong> Not more than 5 yrs. Fine not more than $250,000 if an individual, $1 million if not an individual.</td>
</tr>
<tr>
<td></td>
<td><strong>Second Offense:</strong> Not more than 10 yrs. Fine not more than $500,000 if an individual, $2 million if other than an individual.</td>
</tr>
<tr>
<td>Any Amount Of All Schedule V Drugs</td>
<td><strong>First Offense:</strong> Not more than 1 yr. Fine not more than $100,000 if an individual, $250,000 if not an individual.</td>
</tr>
<tr>
<td></td>
<td><strong>Second Offense:</strong> Not more than 4 yrs. Fine not more than $200,000 if an individual, $500,000 if not an individual.</td>
</tr>
</tbody>
</table>
### CHART 1

**FEDERAL TRAFFICKING PENALTIES**

<table>
<thead>
<tr>
<th>Substance Description</th>
<th>First Offense</th>
<th>Second Offense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marijuana 1,000 kilograms or more</td>
<td>Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than $10 million if an individual, $50 million if other than an individual.</td>
<td>Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than $20 million if an individual, $75 million if other than an individual.</td>
</tr>
<tr>
<td>Marijuana 100 to 999 kilograms mixture</td>
<td>Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than $5 million if an individual, $25 million if other than an individual.</td>
<td>Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than $8 million if an individual, $50 million if other than an individual.</td>
</tr>
<tr>
<td>Marijuana 50 to 99 kilograms mixture</td>
<td>Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine $1 million if an individual, $5 million if other than an individual.</td>
<td>Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine $2 million if an individual, $10 million if other than an individual.</td>
</tr>
<tr>
<td>Hashish More than 10 kilograms</td>
<td>Not more than 5 yrs. Fine not more than $250,000, $1 million if other than an individual.</td>
<td>Not more than 10 yrs. Fine $500,000 if an individual, $2 million if other than individual.</td>
</tr>
<tr>
<td>Hashish Oil More than 1 kilogram</td>
<td>Not more than 5 yrs. Fine not more than $250,000, $1 million if other than an individual.</td>
<td>Not more than 10 yrs. Fine $500,000 if an individual, $2 million if other than individual.</td>
</tr>
</tbody>
</table>

Revised January 14, 2020
<table>
<thead>
<tr>
<th>Drug</th>
<th>Quantity</th>
<th>Penalty for &quot;simple&quot; possession</th>
<th>Penalty for manufacture, distribution, delivery, dispensation, or possession with intent to manufacture, distribute, deliver or dispense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anabolic Steroids(^4) Schedule III(d)</td>
<td>Any detectable amount</td>
<td>Up to 2 years imprisonment and 12 months post-release supervision (with 9-month minimum post-release supervision if imprisoned) or $10,000 fine, or both. Class IV felony.</td>
<td>Up to 20 years imprisonment; Class IIA felony.</td>
</tr>
<tr>
<td>Hashish or Concentrated Cannabis(^2) Schedule I(c)(16)</td>
<td>Any detectable amount</td>
<td>Up to 2 years imprisonment and 12 months post-release supervision (with 9-month minimum post-release supervision if imprisoned) or $10,000 fine, or both. Class IV felony.</td>
<td>Up to 20 years imprisonment; Class IIA felony.</td>
</tr>
</tbody>
</table>
| Marijuana\(^3\) Schedule I(c)(7)  
Or  
Synthetically Produced Cannabinoids\(^4\) Schedule I(c)(25) | Any detectable amount up to 1 ounce | 1st offense - $300 fine and possible assignment to controlled substances course. Infraction.  
2nd offense - $400 fine and up to five days imprisonment. Class IV misdemeanor.  
3rd and subsequent offenses - $500 fine and imprisonment not to exceed 7 days. Class IIIA misdemeanor. | Up to 20 years imprisonment; Class IIA felony. |
| More than 1 ounce but less than 1 pound | Up to 3 months imprisonment or $500 fine or both. Class IIII misdemeanor. | |
| More than one pound | Up to 5 years imprisonment or $10,000 fine or both. Class IV felony. | |

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1 "Anabolic steroid shall mean any drug or hormonal substance, chemically and pharmacologically related to testosterone (other than estrogens, progestins, and corticosteroids), that promotes muscle growth and includes any controlled substance in Schedule III(d) of Section 28-405. "Neb. Rev. Stat. § 28-401(31) (Reissue 2016).
2 "Hashish or concentrated cannabis shall mean (a) The separated resin, whether crude or purified, obtained from a plant of the genus cannabis or (b) any material, preparation, mixture, compound, or other substance which contains ten percent or more by weight of tetrahydrocannabinols." Neb. Rev. Stat. § 28-401(27) (Reissue 2016).
4 Nomenclature for these cannabinoids is not internationally recognized and may change; so as long as the chemical structure of a drug fits into this drug’s enumerated categories, it shall be included. See Neb. Rev. Stat. § 28-405, Schedule I(c)(25) (Reissue 2016).

Last reviewed 09/2017

[2017 0213 0139 Chart 2 2017 NE Law Sanctions for Unlawful Possession or Distribution of Substances UPDATED.doc; 1]
## CHART 3

### SANCTIONS UNDER NEBRASKA LAW FOR UNLAWFUL POSSESSION OR DISTRIBUTION OF ILLICIT DRUGS

<table>
<thead>
<tr>
<th>Drug(^1)</th>
<th>Quantity</th>
<th>Penalty for &quot;simple&quot; possession</th>
<th>Penalty for manufacture, distribution, delivery, dispensation, possession with intent to manufacture, distribute, deliver or dispense</th>
</tr>
</thead>
</table>
| Methamphetamine  
"Meth" or "Speed"  
Schedule II(c)(3) | Any detectable amount up to 10 grams | Up to 2 years imprisonment and 9-12 months post-release supervision or $10,000 fine or both. Class IV felony. | Not less than 1 year imprisonment and not more than 50 years imprisonment. Class II felony. |
| | At least 10 grams but less than 28 grams | | Not less than 3 years imprisonment and not more than 50 years imprisonment. Class ID felony. |
| | At least 28 grams but less than 140 grams | | Not less than 5 years imprisonment and not more than 50 years imprisonment. Class IC felony. |
| | 140 grams or more | | Not less than 20 years imprisonment and not more than life imprisonment. Class 1B felony. |
| Heroin  
Schedule I(b)(11) | Any detectable amount up to 10 grams | Up to 2 years imprisonment and 9-12 months post-release supervision or $10,000 fine or both. Class IV felony. | Not less than 1 year imprisonment and not more than 50 years imprisonment. Class II felony. |
| | At least 10 grams but less than 28 grams | | Not less than 3 years imprisonment and not more than 50 years imprisonment. Class ID felony. |
| | At least 28 grams but less than 140 grams | | Not less than 5 years imprisonment and not more than 50 years imprisonment. Class IC felony. |
| | 140 grams or more | | Not less than 20 years imprisonment and not more than life imprisonment. Class 1B felony. |
| Cocaine or Base Cocaine  
"Crack"  
Cocaine  
Schedule II(a)(4) | Any detectable amount up to 10 grams | Up to 2 years imprisonment and 9-12 months post-release supervision or $10,000 fine or both. Class IV felony. | Not less than 1 year imprisonment and not more than 50 years imprisonment. Class II felony. |
| | At least 10 grams but less than 28 grams | | Not less than 3 years imprisonment and not more than 50 years imprisonment. Class ID felony. |
| | At least 28 grams but less than 140 grams | | Not less than 5 years imprisonment and not more than 50 years imprisonment. Class IC felony. |
| | 140 grams or more | | Not less than 20 years imprisonment and not more than life imprisonment. Class 1B felony. |
| Phencyclidine  
"PCP" or "Angel Dust" Schedule | Any detectable amount | Up to 2 years imprisonment and 9-12 months post-release supervision or $10,000 fine or both. Class IV felony. | Not less than 1 year imprisonment and not more than 50 years imprisonment. Class II felony. |
| Lysergic Acid Diethylamide  
"LSD"  
Schedule I(c)(6) | Any detectable amount | Up to 2 years imprisonment and 9-12 months post-release supervision or $10,000 fine or both. Class IV felony. | Up to 4 years imprisonment and 9-24 months post-release supervision or $25,000 fine or both. Class III felony. |
| Fentanyl  
"China White"  
Schedule | Any detectable amount | Up to 2 years imprisonment and 9-12 months post-release supervision or $10,000 fine or both. Class IV felony. | Not less than 1 year imprisonment and not more than 50 years imprisonment. Class II felony. |
| "Exceptionally Hazardous Drugs"\(^2\) | Any detectable amount | Up to 2 years imprisonment and 9-12 months post-release supervision or $10,000 fine or both. Class IV felony. | Not less than 1 year imprisonment and not more than 50 years imprisonment. Class II felony. |
| Schedule I/II/III drugs not classified as "Exceptionally Hazardous Drugs" | Any detectable amount | Up to 2 years imprisonment and 9-12 months post-release supervision or $10,000 fine or both. Class IV felony. | Up to 20 years imprisonment. Class IIA felony. |
| Any Controlled Substances classified in Schedule IV or V | Any detectable amount | Up to 2 years imprisonment and 9-12 months post-release supervision or $10,000 fine or both. Class IV felony. | Up to 3 years imprisonment and 9-18 months post-release supervision or $10,000 or both. Class IIIA felony. |

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Revised January 14, 2020
1 All references are to the controlled substances schedules enumerated in Neb. Rev. Stat. § 28-405 (Reissue 2016).
CHART 4: COMMONLY ABUSED DRUGS AND HEALTH RISKS


<table>
<thead>
<tr>
<th>Alcohol</th>
<th>Possible Health Effects</th>
<th>Ayahuasca</th>
<th>Possible Health Effects:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Drinking too much – on a single occasion or over time – can take a serious toll on your health. According to the National institute on Alcohol Abuse and Alcoholism, alcohol can interfere with the healthy functioning of various parts of your body and cause problems with your brain, heart, liver, pancreas, and immune system. It may increase your risk of developing certain cancers such as mouth, esophagus, throat, liver, and/or breast. Alcohol can disrupt fetal development at any stage during a pregnancy. Drinking during pregnancy can cause brain damage, leading to a range of developmental, cognitive, and behavioral problems, which can appear at any time during childhood. Fetal Alcohol Spectrum Disorders (FASD) is the umbrella term for the different diagnoses. Combining alcohol with many of the drugs listed below increases the negative health risks associated with the drugs.</td>
<td>Street Name: Aya, Yagé, Hoasca</td>
<td>Short-Term: Strong hallucinations including perceptions of otherworldly imagery, altered visual and auditory perceptions; increased blood pressure; vomiting.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Commercial Name: None</td>
<td>Other Health-Related Issues: Unknown</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Common Forms: Brewed as tea</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Common Ways Taken: Swallowed as tea</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DEA Schedule: DMT is Schedule I, but plants containing it are not controlled</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bath Salts (Synthetic Cathinones)</th>
<th>Possible Health Effects:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Name</td>
<td>Bloom, Cloud Nine, Cosmic Blast, Ivory Wave, Lunar Wave, Scarface, Vanilla Sky, White Lightning</td>
</tr>
<tr>
<td>Commercial Name</td>
<td>None</td>
</tr>
<tr>
<td>Common Forms</td>
<td>White or brown crystalline powder sold in small plastic or foil packages labeled &quot;not for human consumption&quot; and sometimes sold as jewelry cleaner; tablet, capsule, liquid</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Swallowed, snorted, or injected</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Schedule I</td>
</tr>
<tr>
<td></td>
<td>Some formulations have been banned by the DEA</td>
</tr>
<tr>
<td></td>
<td>Short-Term: Increased heart rate and blood pressure; euphoria; increased sociability and sex drive; paranoia, agitation, and hallucinations; psychotic and violent behavior; nosebleeds; sweating; nausea, vomiting; insomnia; irritability; dizziness; depression; suicidal thoughts; panic attacks; reduced motor control; cloudy thinking.</td>
</tr>
<tr>
<td></td>
<td>Long-Term: Breakdown of skeletal muscle tissue; kidney failure; death.</td>
</tr>
<tr>
<td></td>
<td>Other Health-Related Issues: Risk of HIV, hepatitis, and other infectious diseases from shared needles.</td>
</tr>
<tr>
<td>Substance</td>
<td>Street Name</td>
</tr>
<tr>
<td>-----------</td>
<td>-------------</td>
</tr>
<tr>
<td>Cocaine</td>
<td>Blow, Bump, C, Candy, Charlie, Coke, Crack, Flake, Rock, Snow, Toot</td>
</tr>
<tr>
<td>DMT</td>
<td>DMT, Dimitri</td>
</tr>
<tr>
<td>GHB</td>
<td>G, Georgia Home Boy, Goop, Grieving Bodily Harm, Liquid Ecstasy, Liquid X, Soap, Scoop</td>
</tr>
</tbody>
</table>
### Hallucinogens and dissociative drugs

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Acid, Angel Dust, and Vitamin K</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>None</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Varies by type. See hallucinogens - LSD, Psilocybin, DMT, &amp; Ayahuasca; See also dissociative drugs – PCP, ketamine, dextromethorphan, and Salvia</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Varies by type. See hallucinogens - LSD, Psilocybin, DMT, &amp; Ayahuasca; See also dissociative drugs – PCP, ketamine, dextromethorphan, and Salvia</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Schedule I</td>
</tr>
</tbody>
</table>

**Possible Health Effects:**

**Short-Term:** Disrupt a person’s ability to think and communicate rationally, or even recognize reality; some results in bizarre or dangerous behavior; some cause emotions to swing wildly and real-world sensations to appear unreal; feel out of control; feeling of disconnection from body or environment.

**Long-Term:** Associated with psychotic-like episodes long after a person has taken the drug; respiratory depression; heart rate abnormalities; withdrawal syndrome.

### Heroin

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Brown sugar, China White, Dope, H, Horse, Junk, Skag, Skunk, Smack, White Horse With OTC cold medicine and antihistamine: Cheese</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>None</td>
</tr>
<tr>
<td>Common Forms</td>
<td>White or brownish powder, or black sticky substance known as &quot;black tar heroin&quot;</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Injected, smoked, snorted</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Schedule I</td>
</tr>
</tbody>
</table>

**Possible Health Effects:**

**Short-Term:** Euphoria; warm flushing of skin; dry mouth; heavy feeling in the hands and feet; clouded thinking; alternate wakeful and drowsy states; itching; nausea; vomiting; slowed breathing and heart rate.

**Long-Term:** Collapsed veins; abscesses (swollen tissue with pus); infection of the lining and valves in the heart; constipation and stomach cramps; liver or kidney disease; pneumonia.

**Other Health-Related Issues:** Pregnancy: miscarriage, low birth weight, neonatal abstinence syndrome. Risk of HIV, hepatitis, and other infectious diseases from shared needles. Dangerous slowdown of heart rate and breathing, coma, death. Restlessness, muscle and bone pain, insomnia, diarrhea, vomiting, cold flashes with goose bumps ("cold turkey"), leg movements.

### Inhalants

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Poppers, snappers, whips, laughing gas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>Various</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Paint thinners or removers, degreasers, dry-cleaning fluids, gasoline, lighter fluids, correction fluids, permanent markers, electronics cleaners and freeze sprays, glue, spray paint, hair or deodorant sprays, fabric protector sprays, aerosol computer cleaning products, vegetable oil sprays, butane lighters, propane tanks, whipped cream aerosol containers, refrigerant gases, ether, chloroform, halothane, nitrous oxide</td>
</tr>
</tbody>
</table>

**Possible Health Effects:**

**Short-Term:** Confusion; nausea; slurred speech; lack of coordination; euphoria; dizziness; drowsiness; disinhibition, lightheadedness, hallucinations/delusions; headaches; sudden sniffing death due to heart failure (from butane, propane, and other chemicals in aerosols); death from asphyxiation, suffocation, convulsions or seizures, coma, or choking. Nitrites: enlarged blood vessels enhanced sexual pleasure, increased heart rate, brief sensation of heat and excitement, dizziness, headache.

**Long-Term:** Liver and kidney damage; bone marrow damage; limb spasms due to nerve damage; brain damage from lack of oxygen that can cause problems with thinking.
### Common Ways Taken
- Inhaled through the nose or mouth

### DEA Schedule
- Not scheduled.

### Ketamine

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Cat Valium, K, Special K, Vitamin K</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>Ketalar®</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Liquid, white powder</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Injected, snorted, smoked (powder added to tobacco or marijuana cigarettes), swallowed</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Schedule III</td>
</tr>
</tbody>
</table>

**Possible Health Effects:**

**Short-Term:** Problems with attention, learning, and memory; dreamlike states, hallucinations; sedation; confusion and problems speaking; loss of memory; problems moving, to the point of being immobile; raised blood pressure; unconsciousness; slowed breathing that can lead to death.

**Long-Term:** Problems with attention, learning, and memory; dreamlike states, hallucinations; sedation; confusion and problems speaking; loss of memory; problems moving, to the point of being immobile; raised blood pressure; unconsciousness; slowed breathing that can lead to death.

**Other Health-Related Issues:** Sometimes used as a date rape drug. Risk of HIV, hepatitis, and other infectious diseases from shared needles.

### Khat

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Abyssinian Tea, African Salad, Cathe, Chat, Kat, Oat</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>None</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Fresh or dried leaves</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Chewed, brewed as tea</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Cathinone is a Schedule I drug, making khat use illegal, but the khat plant is not controlled</td>
</tr>
</tbody>
</table>

**Possible Health Effects:**

**Short-Term:** Euphoria, increased alertness and arousal, increased blood pressure and heart rate, depression, inability to concentrate, irritability, loss of appetite, insomnia.

**Long-Term:** Tooth decay and gum disease; gastrointestinal disorders such as constipation, ulcers, stomach inflammation, and increased risk of upper gastrointestinal tumors; cardiovascular disorders such as irregular heartbeat, decreased blood flow, and heart attack. In rare cases associated with heavy use: psychotic reactions such as fear, anxiety, grandiose delusions (fantastical beliefs that one has superior qualities such as fame, power and wealth), hallucinations, and paranoia.

**Other Health-Related Issues:** Unknown

### Kratom

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Herbal Speedball, Biak-biak, Ketum, Kahuam, Ithang, Thom</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>None</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Fresh or dried leaves, powder, liquid, gum</td>
</tr>
</tbody>
</table>

**Possible Health Effects:**

**Short-Term:** Sensitivity to sunburn, nausea, itching, sweating, dry mouth, constipation, increased urination, loss of appetite; Increased energy, sociability, alertness with low doses; Sedation, euphoria, decreased pain with high doses.
<table>
<thead>
<tr>
<th><strong>Common Ways Taken</strong></th>
<th>Chewed (whole leaves); eaten (mixed in food or brewed as tea); occasionally smoked</th>
<th><strong>Long-Term:</strong> Anorexia, weight loss, insomnia, skin darkening, dry mouth, frequent urination, constipation; hallucinations with long-term use at high doses in some users. <strong>Other Health-Related Issues:</strong> Unknown</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEA Schedule</strong></td>
<td>Not scheduled.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>LSD</strong></th>
<th><strong>Possible Health Effects:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Street Name</strong></td>
<td>Acid, Blotter, Blue Heaven, Cubes, Microdot, Yellow Sunshine</td>
<td><strong>Short-Term:</strong> Rapid emotional swings; distortion of a person’s ability to recognize reality, think rationally, or communicate with others; raised blood pressure, heart rate, body temperature; dizziness and insomnia; loss of appetite; dry mouth; sweating; numbness; weakness; tremors; enlarged pupils. <strong>Long-Term:</strong> Frightening flashbacks (called Hallucinogen Persisting Perception Disorder [HPPD]); ongoing visual disturbances, disorganized thinking, paranoia, and mood swings. <strong>Other Health-Related Issues:</strong> Unknown</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>None</td>
<td></td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>Tablet; capsule; clear liquid; small, decorated squares of absorbent paper that liquid has been added to</td>
<td></td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed, absorbed through mouth tissues (paper squares)</td>
<td></td>
</tr>
<tr>
<td><strong>DEA Schedule</strong></td>
<td>Schedule I</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Marijuana (Cannabis)</strong></th>
<th><strong>Possible Health Effects:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Street Name</strong></td>
<td>Blunt, Bud, Dope, Ganja, Grass, Green, Herb, Joint, Mary Jane, Pot, Reefer, Sinsemilla, Skunk, Smoke, Trees, Weed; Hashish: Boom, Gangster, Hash, Hemp</td>
<td><strong>Short-Term:</strong> Enhanced sensory perception and euphoria followed by drowsiness/relaxation; slowed reaction time; problems with balance and coordination; increased heart rate and appetite; problems with learning and memory; hallucinations; anxiety; panic attacks; psychosis. <strong>Long-Term:</strong> Mental health problems, chronic cough, frequent respiratory infections. <strong>Other Health-Related Issues:</strong> Youth: possible loss of IQ points when repeated use begins in adolescence. Pregnancy: babies born with problems with attention, memory, and problem solving. Irritability, trouble sleeping, decreased appetite, anxiety.</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>Various brand names in states where the sale of marijuana is legal</td>
<td></td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>Greenish-gray mixture of dried, shredded leaves, stems, seeds, and/or flowers; resin (hashish) or sticky, black liquid (hash oil)</td>
<td></td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Smoked, eaten (mixed in food or brewed as tea)</td>
<td></td>
</tr>
<tr>
<td><strong>DEA Schedule</strong></td>
<td>Schedule I</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>MDMA (Ecstasy/Molly)</strong></th>
<th><strong>Possible Health Effects:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Street Name</strong></td>
<td>Adam, Clarity, Eve, Lover's Speed, Peace, Uppers</td>
<td><strong>Short-Term:</strong> Lowered inhibition; enhanced sensory perception; confusion; depression; sleep problems; anxiety; increased heart rate and blood pressure; muscle tension; teeth clenching; nausea; blurred vision; faintness; chills or sweating; sharp rise in body temperature leading to liver,</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>None</td>
<td></td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>Colorful tablets with imprinted logos, capsules, powder, liquid</td>
<td></td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed, snorted</td>
<td></td>
</tr>
</tbody>
</table>
### DEA Schedule

<table>
<thead>
<tr>
<th>Mescaline (Peyote)</th>
<th>DEA Schedule</th>
<th>Schedule I</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Street Name</strong></td>
<td>Buttons, Cactus, Mesc</td>
<td>Schedule I</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>None</td>
<td>Schedule I</td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>Fresh or dried buttons, capsule</td>
<td>Schedule I</td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed (chewed or soaked in water and drunk)</td>
<td>Schedule I</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mescaline (Peyote)</th>
<th><strong>Possible Health Effects:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short-Term:</strong></td>
<td>Enhanced perception and feeling; hallucinations; euphoria; anxiety; increased body temperature, heart rate, blood pressure; sweating; problems with movement</td>
</tr>
<tr>
<td><strong>Long-Term:</strong></td>
<td>Unknown. May increase risk of cell and organ damage. Fatigue, loss of appetite, depression, trouble concentrating</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Methamphetamine</th>
<th>DEA Schedule</th>
<th>Schedule II</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Street Name</strong></td>
<td>Crank, Chalk, Crystal, Fire, Glass, Go Fast, Ice, Meth, Speed</td>
<td>Schedule II</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>Desoxyn®</td>
<td>Schedule II</td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>White powder or pill; crystal meth looks like pieces of glass or shiny blue-white “rocks” of different sizes</td>
<td>Schedule II</td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed, snorted, smoked, injected</td>
<td>Schedule II</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Methamphetamine</th>
<th><strong>Possible Health Effects:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short-Term:</strong></td>
<td>Increased wakefulness and physical activity; decreased appetite; increased breathing, heart rate, blood pressure, temperature; irregular heartbeat</td>
</tr>
<tr>
<td><strong>Long-Term:</strong></td>
<td>Anxiety, confusion, insomnia, mood problems, violent behavior, paranoia, hallucinations, delusions, weight loss, severe dental problems (“meth mouth”), intense itching leading to skin sores from scratching</td>
</tr>
<tr>
<td><strong>Other Health-Related Issues:</strong></td>
<td>Pregnancy: premature delivery; separation of the placenta from the uterus; low birth weight; lethargy; heart and brain problems. Risk of HIV, hepatitis, and other infectious diseases from shared needles. When combined with alcohol, it masks the depressant effect of alcohol, increasing risk of alcohol overdose; may increase blood pressure and jitters. Withdrawal symptoms include depression, anxiety, and tiredness</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Over-the-counter Cough/Cold Medicines (Dextromethorphan or DMX)</th>
<th>Possible Health Effects:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Street Name</strong></td>
<td>Robotripping, Robo, Triple C</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>Various (many brand names include &quot;DM&quot;)</td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>Syrup, capsule</td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Over-the-counter Cough/Cold Medicines (Dextromethorphan or DMX)</th>
<th><strong>Possible Health Effects:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Short-Term:</strong></td>
<td>Euphoria; slurred speech; increased heart rate, blood pressure, temperature; numbness; dizziness; nausea; vomiting; confusion; paranoia; altered visual perceptions; problems with movement; buildup of excess acid in body</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Not scheduled</td>
</tr>
<tr>
<td>--------------</td>
<td>---------------</td>
</tr>
</tbody>
</table>

**PCP**

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Angel Dust, Boat, Hog, Love Boat, Peace Pill</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>None</td>
</tr>
<tr>
<td>Common Forms</td>
<td>White or colored powder, tablet, or capsule; clear liquid</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Injected, snorted, swallowed, smoked (powder added to mint, parsley, oregano, or marijuana)</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Schedule I, II</td>
</tr>
</tbody>
</table>

**Possible Health Effects:**

**Short-Term:** Delusions, hallucination, paranoia, problems thinking, sense of distance from one’s environment, anxiety. Slight increase in breathing rate; increased blood pressure and heart rate; shallow breathing; face redness & sweating; numbness of the hands or feet; problems with movement in low doses. Lowered blood pressure, pulse rate, breathing rate; nausea; vomiting; blurred vision; flicking up and down of the eyes; drooling; loss of balance; dizziness; violence; suicidal thoughts; seizures, coma, & death with high doses.

**Long-Term:** Memory loss, problems with speech and thinking, depression, weight loss, anxiety.

**Other Health-Related Issues:** PCP has been linked to self-injury. Risk of HIV, hepatitis, and other infectious diseases from shared needles. Increased risk of coma. Headaches, sweating.

**Prescription Opioids**

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Captain Cody, Cody, Lean, Schoolboy, Sizzurp, Purple Drank with glutethimide: Doors &amp; Fours, Loads, Pancakes and Syrup</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>Codeine (various brand names)</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Tablet, capsule, liquid</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Injected, swallowed (often mixed with soda and flavorings)</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Schedule II, III, V</td>
</tr>
</tbody>
</table>

**Possible Health Effects:**

**Short-Term:** Pain relief, drowsiness, nausea, constipation, euphoria, confusion, slowed breathing, death.

**Long-Term:** Unknown.

**Other Health-Related Issues:** Pregnancy: Miscarriage, low birth weight, neonatal abstinence syndrome.

Older adults: higher risk of accidental misuse or abuse because many older adults have multiple prescriptions, increasing the risk of drug-drug interactions, and breakdown of drugs slows with age; also, many older adults are treated with prescription medications for pain. Risk of HIV, hepatitis, and other infectious diseases from shared needles. In combination with alcohol, dangerous slowing of heart rate and breathing leading to coma and death. Withdrawal symptoms include restlessness, muscle and bone pain, insomnia, diarrhea, vomiting, cold flashes and other symptoms.

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Apache, China Girl, China White, Dance Fever, Friend, Goodfella, Jackpot, Murder 8, Tango and Cash, TN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>Fentanyl (Actiq®, Duragesic®, Sublimaze®)</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Lozenge, sublingual tablet, film, buccal tablet</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Injected, smoked, snorted</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Schedule II</td>
</tr>
</tbody>
</table>

**Prescription Opioids (continued)**

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Vik, Watson-387</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>Hydrocodone or dihydrocodeinone (Vicodin®, Lortab®, Lorcet®, and others)</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Capsule, liquid, tablet</td>
</tr>
</tbody>
</table>

**Possible Health Effects:**

See Prescription Opioids, page 4

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Revised January 14, 2020
<table>
<thead>
<tr>
<th>Common Ways Taken</th>
<th>Swallowed, snorted, injected</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEA Schedule</td>
<td>Schedule II</td>
</tr>
</tbody>
</table>

**Prescription Opioids (continued)**

<table>
<thead>
<tr>
<th>Street Name</th>
<th>M, Miss Emma, Monkey, White Stuff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>Morphine (Duramorph®, Roxanol®)</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Tablet, liquid, capsule, suppository</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Injected, swallowed, smoked</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Schedule II</td>
</tr>
</tbody>
</table>

**Prescription Opioids (continued)**

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Biscuits, Blue Heaven, Blues, Mrs. O, O Bomb, Octagons, Stop Signs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Name</td>
<td>Oxymorphone (Opana®)</td>
</tr>
<tr>
<td>Common Forms</td>
<td>Tablet</td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Swallowed, snorted, injected</td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Schedule II</td>
</tr>
<tr>
<td>Prescription Sedatives</td>
<td>Possible Health Effects:</td>
</tr>
<tr>
<td>------------------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td><strong>Street Name</strong></td>
<td>Barbs, Phennies, Red Birds, Reds, Tooies, Yellow Jackets, Yellows</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>Barbiturates: pentobarbital (Nembutal®), phenobarbital (Luminal®)</td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>Pill, capsule, liquid</td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed, injected</td>
</tr>
<tr>
<td><strong>DEA Schedule</strong></td>
<td>Schedule II, III, IV</td>
</tr>
<tr>
<td><strong>Prescription Sedatives (continued)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Street Name</strong></td>
<td>Candy, Downers, Sleeping Pills, Tranks</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>Benzodiazepines: alprazolam (Xanax®), chlorodiazepoxide (Limbritol®), diazepam (Valium®), lorazepam (Ativan®), triazolam (Halicon®)</td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>Pill, capsule, liquid</td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed, injected</td>
</tr>
<tr>
<td><strong>DEA Schedule</strong></td>
<td>Schedule IV</td>
</tr>
<tr>
<td><strong>Prescription Sedatives (continued)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Street Name</strong></td>
<td>Forget-me Pill, Mexican Valium, R2, Roche, Roofies, Roofinol, Rope, Roofies</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>Sleep Medications: Eszopiclone (Lunesta®), zaleplon (Sonata®), zolpidem (Ambien®)</td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>Pill, capsule, liquid</td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed, injected</td>
</tr>
<tr>
<td><strong>DEA Schedule</strong></td>
<td>Schedule IV</td>
</tr>
<tr>
<td><strong>Prescription Stimulants</strong></td>
<td>Possible Health Effects:</td>
</tr>
<tr>
<td><strong>Street Name</strong></td>
<td>Bennies, Black Beauties, Crosses, Hearts, LA Turnaround, Speed, Truck Drivers, Uppers</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>Amphetamine (Adderall®, Benzedrine®)</td>
</tr>
<tr>
<td><strong>Common Forms</strong></td>
<td>Tablet, capsule</td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed, snorted, smoked, injected</td>
</tr>
<tr>
<td><strong>DEA Schedule</strong></td>
<td>Schedule II</td>
</tr>
<tr>
<td><strong>Prescription Stimulants (continued)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Street Name</strong></td>
<td>JIF, MPH, R-ball, Skippy, The Smart Drug, Vitamin R</td>
</tr>
<tr>
<td><strong>Commercial Name</strong></td>
<td>Methylphenidate (Concerta®, Ritalin®)</td>
</tr>
<tr>
<td><strong>Common Form</strong></td>
<td>Liquid, tablet, chewable tablet, capsule</td>
</tr>
<tr>
<td><strong>Common Ways Taken</strong></td>
<td>Swallowed, snorted, smoked, injected, chewed</td>
</tr>
<tr>
<td><strong>DEA Schedule</strong></td>
<td>Schedule II</td>
</tr>
<tr>
<td>Drug</td>
<td>Street Name</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>------------------------------------</td>
</tr>
<tr>
<td>Psilocybin</td>
<td>Little Smoke, Magic Mushrooms, Purple Passion, Shrooms</td>
</tr>
<tr>
<td>Rohypnol® (Flunitrazepam)</td>
<td>Circles, Date Rape Drug, Forget Pill, Forget-Me Pill, La Rocha, Lunch Money, Mexican Valium, Mind Eraser, Pingus, R2, Reynolds, Rib, Roach, Roach 2, Roaches, Roaches, Roopies, Rochas Dos, Roofies, Rope, Rophies, Row-Shay, Rufflies, Trip-and-Fall, Wolfies</td>
</tr>
<tr>
<td>Salvia</td>
<td>Magic mint, Maria Pastora, Sally-D, Shepherdess’s Herb, Diviner’s Sage</td>
</tr>
</tbody>
</table>
### Steroids (Anabolic)

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Commercial Name</th>
<th>Common Forms</th>
<th>Common Ways Taken</th>
<th>DEA Schedule</th>
<th>Possible Health Effects:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juice, Gym Candy, Pumpers, Roids</td>
<td>Nandrolone (Oxandrin®), oxandrolone (Anadrol®), oxymetholone (Winstrol®), stanozolol (Durabolin®), testosterone cypionate (Depo-testosterone®)</td>
<td>Tablet, capsule, liquid drops, gel, cream, patch, injectable solution</td>
<td>Injected, swallowed, applied to skin</td>
<td>Schedule III</td>
<td>Short-Term: Headache, acne, fluid retention (especially in the hands and feet), oily skin, yellowing of the skin and whites of the eyes, infection at the injection site. Long-Term: Kidney damage or failure; liver damage; high blood pressure, enlarged heart, or changes in cholesterol leading to increased risk of stroke or heart attack, even in young people; aggression; extreme mood swings; anger (“Roid rage”); paranoid jealousy; extreme irritability; delusions; impaired judgment. Other Health-Related Issues: Males: shrunken testicles, lowered sperm count, infertility, baldness, development of breasts, increased risk for prostate cancer. Females: facial hair, male-pattern baldness, menstrual cycle changes, enlargement of the clitoris, deepened voice. Adolescents: stunted growth. Risk of HIV, hepatitis, and other infectious diseases from shared needles. Increased risk of violent behavior.</td>
</tr>
</tbody>
</table>

### Synthetic Cannabinoids ("K2" / "Spice")

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Commercial Name</th>
<th>Common Forms</th>
<th>Common Ways Taken</th>
<th>DEA Schedule</th>
<th>Possible Health Effects:</th>
</tr>
</thead>
<tbody>
<tr>
<td>K2, Spice, Black Mamba, Bliss, Bombay Blue, Fake Weed, Fire, Genie, Moon Rocks, Skunk, Smacked, Yucatan, Zohai</td>
<td>None</td>
<td>Dried, shredded plant material that looks like potpourri and is sometimes sold as “incense”</td>
<td>Smoked, swallowed (brewed as tea)</td>
<td>Schedule I</td>
<td>Short-Term: Increased heart rate; vomiting; agitation; confusion; hallucinations, anxiety, paranoia; increased blood pressure and reduced blood supply to the heart; heart attack. Long-Term: Unknown. Other Health-Related Issues: Use of synthetic cannabinoids has led to an increase in emergency room visits in certain areas.</td>
</tr>
<tr>
<td>Tobacco</td>
<td>Possible Health Effects:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street Name</td>
<td>None</td>
<td>Short-term: Increased blood pressure, breathing, and heart rate.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commercial Name</td>
<td>Multiple brand names</td>
<td>Long-Term: Greatly increased risk of cancer, especially lung cancer when smoked and oral cancers when chewed; chronic bronchitis; emphysema; heart disease; leukemia; cataracts; pneumonia.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Common Forms</td>
<td>Cigarettes, cigars, bidis, hookahs, smokeless tobacco (snuff, spit tobacco, chew)</td>
<td>Other Health-Related Issues: Pregnancy: miscarriage, low birth weight, premature delivery and stillbirth, and learning and behavior problems.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Common Ways Taken</td>
<td>Smoked, snorted, chewed, vaporized</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DEA Schedule</td>
<td>Not Scheduled</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## University of Nebraska at Kearney
### Conduct Sanction Guidelines

<table>
<thead>
<tr>
<th>Violation</th>
<th>1st Violation</th>
<th>2nd Violation</th>
<th>3rd Violation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alcohol</td>
<td>Warning &amp; 3rd Millennium Online Course</td>
<td>Probation, Referral to Counseling for Alcohol Assessment &amp; Educational Sanction</td>
<td>Refer to Assistant Dean/Conduct Board</td>
</tr>
<tr>
<td>Drugs/ Controlled Substances</td>
<td>Warning &amp; 3rd Millennium Online Course</td>
<td>Probation, Referral to Counseling for Assessment &amp; Educational Sanction</td>
<td>Refer to Assistant Dean/Conduct Board</td>
</tr>
<tr>
<td>Smoking/ Tobacco</td>
<td>Warning &amp; Restitution (if applicable)</td>
<td>Probation, Restitution &amp; Educational Sanction</td>
<td>Refer to Assistant Dean/Conduct Board</td>
</tr>
<tr>
<td>Theft</td>
<td>Warning/ Probation, Educational Sanction &amp; Restitution</td>
<td>Probation, Educational Sanction &amp; Restitution/Refer to Assistant Dean/Conduct Board</td>
<td>Refer to Assistant Dean/Conduct Board</td>
</tr>
<tr>
<td>Damage</td>
<td>Warning/ Probation &amp; Restitution</td>
<td>Warning/ Probation &amp; Restitution or Refer to Assistant Dean</td>
<td>Warning/ Probation &amp; Restitution or Refer to Assistant Dean</td>
</tr>
<tr>
<td>Disorderly Conduct</td>
<td>Warning/ Probation &amp; Educational Sanction</td>
<td>Warning/ Probation &amp; Educational Sanction or Refer to Assistant Dean</td>
<td>Refer to Assistant Dean/Conduct Board</td>
</tr>
<tr>
<td>False Reports/ Fire Safety</td>
<td>Probation, Fine &amp; Educational Sanction</td>
<td>Probation, Fine &amp; Educational Sanction/Refer to Assistant Dean/Conduct Board</td>
<td>Refer to Assistant Dean/Conduct Board</td>
</tr>
<tr>
<td>Residence Hall Violation(s)</td>
<td>Warning &amp; Restitution and/or Educational Sanction</td>
<td>Warning/Probation &amp; Restitution and/or Educational Sanction</td>
<td>Probation, Restitution and/or Educational Sanction or Refer to Assistant Dean/Conduct Board</td>
</tr>
<tr>
<td>Weapons/ Firearms</td>
<td>Refer to Assistant Dean/Conduct Board</td>
<td>Refer to Assistant Dean/Conduct Board</td>
<td>Refer to Assistant Dean/Conduct Board</td>
</tr>
<tr>
<td>Failure to Complete Assigned Sanction(s)</td>
<td>Warning &amp; Hold on Student Account</td>
<td>Warning/ Probation &amp; Hold on Student Account</td>
<td>Probation &amp; Hold on Student Account or Refer to Assistant Dean</td>
</tr>
</tbody>
</table>

All recommended sanctions listed in the “University of Nebraska at Kearney Conduct Sanction Guidelines” should be considered the minimum sanction(s) for a student held “in violation” of the Student Code of Conduct. Should a violation occur that is particularly egregious stronger and/or more sanctions may be imposed by the conduct hearing officer. All cases that may involve a potential suspension, expulsion and/or a large restitution must be referred to the Student Conduct Board. More information about the Student Conduct Board can be found in the Student Code of Conduct. ([https://www.unk.edu/offices/reslife/_documents/university-of-nebraska-at-kearney-student-code-of-conduct.pdf](https://www.unk.edu/offices/reslife/_documents/university-of-nebraska-at-kearney-student-code-of-conduct.pdf))

All questions related to sanctioning should be referred to the Assistant Dean for Student Affairs.

Revised January 14, 2020
Missing Persons Policy

The purpose of this policy is to provide guidelines regarding the handling of any residential student who is believed to be missing. This policy applies to all students of University Housing. This policy is a direct result of the passing of the Higher Education Act of 2008.

This policy contains the official notification procedures of the University of Nebraska Kearney for missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act (HEOA). This policy is intended to promote the safety and welfare of members of the University community through compliance with the HEOA.

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she must immediately notify the University of Nebraska Kearney Police Department (UNKPD) at (308) 865-8911. The UNKPD will make all appropriate notifications, determined by the circumstances of each individual case. UNKPD will generate a missing person report and initiate an investigation.

In addition to registering an emergency contact, students may also designate a confidential missing person contact to be notified in the event that the student is determined to be missing that only authorized campus officials and law enforcement officers in the furtherance of a missing persons investigation may access. University administration will utilize the confidential missing person contact when a student has been missing for less than 24 hours.

If the confidential missing person contact cannot be reached, does not know the location of the missing person, or more than 24 hours have passed, regardless of whether a confidential contact person has been registered by the student, the UNKPD will notify the student’s emergency contact and enter the missing person on NCIS and NCIC in order for law enforcement officials throughout Nebraska and the United States to be aware of the circumstances. For missing students who are under the age of 18 and not emancipated, a parent or legal guardian must be notified of the situation, in accordance with HEOA.

The procedures outlined above may be implemented in less than 24 hours after a student has been determined missing if circumstances warrant a faster implementation.

Students will be given the opportunity to designate an individual or individuals to be contacted by the University no more than 24 hours after the time the student is determined to be missing in accordance with the procedures set forth below. This individual will further be updated as to the progress of the investigation into the missing person. This designated emergency contact will remain in effect until changed or revoked by the student.
1. **PROCEDURE**  

A. Students Living on Campus will be given the opportunity during the time of move-in to designate an individual or individuals to be contacted by the University no more than 24 hours after the time the student is determined to be missing in accordance with the procedures set forth below. A designation will remain in effect until changed or revoked by the student. This information will be maintained in the Housing Office. Students enrolled at UNK but do not live on campus will be able to identify a confidential contact person or persons who will be notified within 24 hours in the event that a determination is made by one of the UNK Police Department that the student is missing through MyBlue.

B. In the event a student who is under the age of 18 and is not emancipated is determined to be missing pursuant to the procedures set forth below, the University is required to notify a custodial parent or guardian, in addition to the student’s designated contact, no more than 24 hours after the student is determined to be missing in accordance with the procedures set forth below.

C. Official notification procedures for missing students:

i. Any individual who believes a residential student may be missing must notify either the Office of Residence Life at 308-865-8519, 2615 11th Avenue, Conrad Hall or UNKPD at 308-865-8911, 2501 19th Avenue as soon as possible.

ii. If an individual who lives off campus is believed to be missing, the reporting person will be immediately referred to their local police department. All University departments will work with these agencies to assist them in their investigation.

iii. The Office of Residence Life and UNKPD will work together to gather all essential information about the residential student to determine the validity and credibility of the report. UNKPD will gather all essential information about the resident from the reporting person and from the resident’s acquaintances. Appropriate campus staff will be notified to aid in the search for the resident.

iv. If the above actions are unsuccessful in locating the student or it is apparent immediately that the student is a missing person (e.g., witnessed abduction) UNKPD will report the missing person to the National Crime Information Center of the Department of Justice and contact the appropriate law enforcement agency to report the student as a missing person and request their assistance as the lead investigating agency on the case.

v. No later than 24 hours after determining that a residential student is missing, the Office of Residence Life will notify the emergency contact for the students. In addition, the parent/guardian for the students under the age of 18 will be contacted.

vi. The University’s Administrative and Emergency Operation Teams will also be notified at this time. The lead investigating agency will be the contact point for the release of any information pertaining to the case. This agency may consult with Communications and Marketing. All inquiries to the University regarding the missing student’s case, or information provided to any individual about a missing student, shall be referred to the UNKPD, who shall refer such inquiries and information to the lead investigating agency.
Sexual Misconduct Policy
UNK does not discriminate on the basis of sex in its educational programs and sexual harassment, dating violence, domestic violence and stalking are types of sex discrimination. As a result, UNK issues this statement of policy to inform the community of our comprehensive plan addressing sexual misconduct, educational programs, and procedures that address sexual assault, domestic violence, dating violence, and stalking, whether the incident occurs on or off campus and when it is reported to a University official. In this context, UNK prohibits these offenses and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community.

Whenever an incident of sexual misconduct is reported to a University official or the UPD by a student or employee, regardless of whether the offense occurred on or off campus, the individual will be provided with a pamphlet(s) that provides written notification of existing counseling, health, mental health, victim advocacy, visa and immigration assistance, student financial aid and other available services, both within the University and the community.

UNK SEXUAL MISCONDUCT POLICY AND PROCEDURES

1. STATEMENT OF POLICY
A. Beginning with the University of Nebraska charter in 1869, Nebraska law has provided that no person shall be deprived of the privileges of this institution because of sex. Discrimination on the basis of sex is also prohibited by federal law. The University of Nebraska has programs to promote awareness of and to help prevent domestic violence, dating violence, sexual assault, and stalking and to assist members of the university community who are affected by such behavior. Rape, acquaintance rape, domestic violence, dating violence, sexual assault, sexual harassment and stalking are against the law and are unacceptable behaviors under University of Nebraska policy. These unacceptable behaviors are hereafter referred to as “sexual misconduct”. Sexual misconduct is conduct in violation of the University policy and state and federal law that the University will take action to eliminate, prevent and redress once the University has notice that sexual misconduct has occurred.

B. The President and Chancellor shall implement procedures to address the rights of all individuals involved in cases of alleged sexual misconduct. This policy applies to all University of Nebraska employees and students regardless of sexual orientation or gender identity and to all programs and activities under the jurisdiction of the University of Nebraska. The University may respond to complaints of sexual misconduct whether they are alleged to have occurred on or off University premises and to complaints of misconduct committed by third parties who are not employees or students.
2. AWARENESS, EDUCATION, PREVENTION AND TRAINING PROGRAMS
   A. As required by federal statutes and administrative regulations, the Office of the President and each Chancellor shall publicize and conduct ongoing programs for new students and employees and other members of the University community to promote awareness of the problems caused by sexual misconduct and to help prevent and attempt to reduce the risk of the occurrence of sexual misconduct. These programs shall include instruction on safe and positive options for bystander intervention that may be carried out by individuals to prevent harm or intervene when there is a risk of sexual misconduct being inflicted on another person. Training shall be provided to all persons designated as campus security authorities and those involved in responding to charges of sexual misconduct.

3. ASSISTANCE TO PERSONS SUBJECTED TO SEXUAL MISCONDUCT
   A. Persons subjected to sexual misconduct may be helped—sometimes anonymously—whether or not a complaint of any kind is filed. Changes in academic, living, transportation, and working situations may be made available on a confidential basis by the University as remedies to protect persons, complainants, or witnesses. The President and Chancellor shall disseminate information about university programs and resources available to assist persons who have been subjected to sexual misconduct and about agencies outside the university located throughout the state that provide related services. In addition to identifying resources available to provide counseling and medical treatment, university sexual misconduct programs must provide instruction on the importance of preserving evidence as proof of sexual misconduct and on the availability of protection orders and other remedies that may be afforded to persons who have been subjected to sexual misconduct. Preservation of evidence is required of all parties. Concealment or destruction of evidence is prohibited under university rules and the law.
   B. A person who has or had been involved in a dating relationship or who has, or had, a marital, shared residential or familial relationship with the actor may obtain either a harassment or domestic protection order. Persons who have not been involved in a dating relationship may qualify for a harassment protection order. Violation of harassment or domestic protection orders issued by courts of this or another state or tribal courts can result in a violator’s arrest and subject the violator to criminal penalties.
   C. The Protection from Domestic Abuse Act makes the Nebraska Department of Health and Human Services (DHHS) responsible to provide victims of domestic abuse emergency services, support programs, limited medical help and legal assistance in obtaining a protection order.
4. COMPLAINTS, REPORTING AND INVESTIGATION PROCESS

A. A person subjected to sexual misconduct may be helped whether or not a complaint or report of any kind is filed. Changes in academic, living, transportation and working situations may be made available by the University as remedies to protect persons, complainants or witnesses. There are several avenues potentially available to make a report or formal complaint of sexual misconduct. A report of sexual misconduct could be made to the University, a civil suit could be filed against the actor responsible for the sexual misconduct, a criminal charge could be filed as a result of a law enforcement investigation, and/or an administrative complaint can be made to the United States Department of Education, Office of Civil Rights (OCR). A person may also choose not to make a report or take any further action.
Complaints to the University

A. Students, employees and third parties may complain of violations of the university policy against sexual misconduct. Complaints of sexual misconduct can be made to Campus Security Authorities (CSAs), Investigators, Human Resources or Student Affairs Officers and Title IX Specialist. Information on how to file complaints will be publicized by the President and Chancellors.

B. The University will protect the privacy of the parties involved in a sexual misconduct case to the extent possible under the law. In some situations, including those in which disciplinary action is a possible outcome, the law may require disclosure to respondents.

C. The University may be required by law to investigate complaints of sexual misconduct, but that investigation may be limited by the information provided by the Complainant and the Complainant's willingness to pursue a formal complaint.

D. If the Complainant wishes to avoid revealing his or her identity, the University will make every reasonable effort to abide by Complainant’s wishes to remain anonymous; however, the University is required to balance such a request with interest in protecting the safety of other members of the community.

   1. Factors that will be considered in determining whether to disclose a report of sexual misconduct, a complaint, or the identity of the Complainant to a Respondent include: the seriousness of the alleged conduct; the Complainant's age; whether there have been other complaints about the same individual and the Respondent’s rights to receive information about the allegations.

E. If the University proceeds with an investigation or other response to the Report of sexual misconduct, then the Investigator will notify the Complainant before the Respondent is contacted. Retaliation against the Complainant or a third party in an attempt to prevent or otherwise obstruct the reporting or remediation of sexual misconduct is prohibited. The Complainant and others contacted during the course of an investigation should be notified of the University's anti-retaliation policy.

Handling of Confidential Reports

A. If the Complainant would like to remain anonymous, the Investigator will:

   1. Explain that the University endeavors to investigate the allegations as presented without revealing the Complainant's identity, but that the University cannot ensure complete confidentiality and it may be limited in its ability to take disciplinary action if the Complainant desires to remain anonymous;

   2. Advise the Complainant that the University has an obligation to investigate and document allegations of sexual misconduct, to include general information about reports of criminal sexual misconduct in annual security report statistics which do not identify either the person claiming to have been subject to criminal sexual misconduct or the actor alleged to have committed criminal sexual misconduct;

   3. To the extent practicable, provide resources and internally manage the Complainant's situation, as the University would if the Complainant did not request anonymity; and
4. Ask the Complainant to acknowledge and sign a document confirming that s/he has requested anonymity and that may mean that the University is unable to take disciplinary action against the Respondent.

Investigation by University
A. The University will investigate and act upon information that is provided to it about allegations of sexual misconduct.
B. The University is committed to the following when investigating sexual misconduct complaints:
   1. Assigning investigators who receive annual training on the issues related to domestic violence, dating violence, sexual assault, sexual harassment and stalking and how to conduct an investigation that protects the safety of persons involved;
   2. Basing findings on the greater weight of the evidence standard;
   3. Treating all parties fairly and equally;
   4. Notifying all parties that the investigation will be impartial, prompt and equitable; and
   5. Providing all parties an opportunity to be heard.

University Disciplinary Procedures
A. Investigations of allegations against students will be handled using the Response to Allegations of Student Sexual Misconduct disciplinary procedures.
B. Investigations of allegations against employees will be handled using the Response to Allegations of Employee Sexual Misconduct disciplinary procedures.
C. University internal investigations and any disciplinary or remedial actions are independent of any civil, criminal or external administrative investigation. The University may pursue an investigation, take appropriate remedial action and/or impose disciplinary sanctions against a member of the university community at the same time the actor is facing criminal charges for the same incident, even if the criminal prosecution is pending, has been dismissed, if the charges have been reduced.
D. If the victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

5. POSSIBLE SANCTIONS AFTER SEXUAL MISCONDUCT FINDING
A. Institutional sanctions that may be imposed against students for sexual misconduct range from warning to expulsion. Sanctions against students may be imposed by the Student Affairs Officer, Conduct Officer or Conduct Board. Institutional sanctions against employees range from warning to termination. Institutional sanctions against employees will be recommended by the Investigator to the person or persons authorized to impose employee sanctions. Institutional sanctions against third parties range from loss of privileges to trespass exclusion orders. Notice of the outcome of a sexual misconduct complaint must be provided to both complainant and respondent.
6. **DEFINITIONS**

For purposes of addressing complaints of sexual misconduct against or by University students and employees, the following uniform definitions shall be used by the University.

a. “Actor” means a person accused of sexual misconduct.

b. “Advisor” means any person, including legal counsel, who assists the Respondent, Complainant or Investigator during a Conduct proceeding.

c. “Bodily injury” shall mean physical pain, illness, or any impairment of physical condition.

d. “Campus security authority” (CSA) is a University official charged with the duty to report incidents of sexual misconduct to the person in charge of Clery Act reporting. All officers of a university police department or a campus security department are campus security authorities, but there are other CSAs outside of those offices. The Office of the President and each Chancellor shall prepare and publicize a list of designated campus security authorities.

e. “Complainant” means any individual who comes forward to complain of sexual misconduct against or by a member of the University community or a third party.

f. “Confidentiality” means that the University will not disclose the names of individuals involved in sexual misconduct cases to others except on a need to know basis or as required by law. The University will instruct employees and students about the requirement not to disclose confidential information. Confidentiality is not the same as anonymity, where an individual is not named or personally identified.

g. “Consent” means agreement, approval, or permission as to some act or purpose, given voluntarily by a competent person. Nebraska law states “without consent” means:

   (1) (i) The person was compelled to submit due to the use of force or threat of force or coercion, or (ii) the person expressed a lack of consent through words, or (iii) the person expressed a lack of consent through conduct, or (iv) the consent, if any was actually given, was the result of the actor's deception as to the identity of the actor or the nature or purpose of the act on the part of the actor;

   (2) The person need only resist, either verbally or physically, so as to make the person's refusal to consent genuine and real and so as to reasonably make known to the actor the person's refusal to consent; and

   (3) A person need not resist verbally or physically where it would be useless or futile to do so.
(4) In the above text, the word “person” means the individual against whom a wrongful act was allegedly committed, and the word “actor” is the individual alleged to have committed a wrongful act. When the actor knew or should have known that a person was mentally or physically incapable of resisting or understanding the nature of his or her conduct, there is no consent. A person may be incapacitated due to intoxication, mental illness or deficiency or by physical illness or disability to the extent that personal decision-making is impossible. Surprise may also prevent resistance, as where a person is grabbed from behind.

There are some persons who the law presumes are incapable of consenting to sexual contact or penetration by an actor by reason of their age. Under Nebraska law an actor nineteen years of age or older may not subject a person under the age of sixteen years of age to sexual penetration, or a person under fifteen years of age to sexual contact.

h. “Dating violence” is included within the definition of “domestic assault.”

i. “Domestic assault” has three definitions which depend on the harm threatened or inflicted by an actor on a person. An actor commits domestic assault if he or she (i) intentionally and knowingly causes bodily injury to his or her intimate partner; (ii) threatens an intimate partner with imminent bodily injury; or (iii) threatens an intimate partner in a menacing manner. An actor commits a more severe form of domestic assault if he or she intentionally and knowingly causes bodily injury to his or her intimate partner with a dangerous instrument. An actor commits the worst form of domestic assault if he or she intentionally and knowingly causes serious bodily injury to his or her intimate partner.

j. “Domestic violence” is included with the definition of “domestic assault.”

k. “Force or threat of force” means (a) the use of physical force which overcomes the person’s resistance or (b) the threat of physical force, express or implied, against the person or a third party that places the person in fear of death or in fear of serious personal injury to the person of a third party where the person reasonably believes that the actor has the present or future ability to execute the threat.

l. “Intimate partner” means a spouse; a former spouse; persons who have a child in common whether or not they have been married or lived together at any time; and persons who are or were involved in a dating relationship. For purposes of this definition, dating relationship means frequent, intimate associations primarily characterized by the expectation of affection or sexual involvement, but does not include a casual relationship or an ordinary association between persons in a business or social context.

m. “Intimate parts” means the genital area, groin, inner thighs, buttocks or breasts.

n. The term “Investigator” means a University official authorized to investigate and recommend remediation of complaints of sexual misconduct.

o. “In violation” means that it is more likely than not that an actor has committed one or more acts of sexual misconduct. In other words, a greater weight of the evidence standard must be used to find sexual misconduct.
p. The term “may” is used in the permissive sense.

q. “Member of the University community” includes any individual who is a student, staff, faculty member, University official, or any other individual employed by, or acting on behalf of, the University. An individual’s status in a particular situation shall be determined by the Investigator or Title IX Coordinator.

r. The term “not in violation” means that it is more likely than not that a member of the University community did not commit one or more acts of sexual misconduct.

s. “Past sexual behavior” means a person’s sexual behavior other than when the sexual misconduct is alleged to have occurred.

t. “Person” means the individual who allegedly was, or was determined to have been, subjected to sexual misconduct.

u. “Rape” is included under the definition of sexual assault and means an actor’s sexual penetration of a person without consent.

v. “Respondent” is any member of the University who is charged with one or more acts of sexual misconduct.

w. “Retaliation” includes intimidation, threats, harassment, and other adverse action threatened or taken against the Complainant or a third party in an attempt to prevent or otherwise obstruct the reporting of sexual misconduct.

x. “Serious bodily injury” shall mean bodily injury which involves a substantial risk of death, or which involves substantial risk of serious physical disfigurement, or protracted loss or impairment of the function of any part or organ of the body.

y. “Serious personal injury” means great bodily injury or disfigurement, extreme mental anguish or mental trauma, pregnancy, disease, or loss or impairment of a sexual or reproductive organ.
z. “Sexual assault” is committed when an actor subjects a person to sexual penetration (i) without the consent of the person, (ii) when the actor knew or should have known that the person was mentally or physically incapable of resisting or appreciating the nature of the person’s own conduct, (iii) when the actor is at least nineteen years of age and the person is under twelve, or (iv) when the actor is twenty-five years of age or older when the person is at least twelve years of age but less than sixteen years of age.

Sexual assault is also committed when an actor subjects a person to sexual contact (a) without consent of the person, or (b) when the actor knew or should have known that the person was physically or mentally incapable of resisting or appraising the nature of the person’s own conduct. Sexual assault by contact should be punished more severely if the actor causes serious personal injury to a person than if the actor shall not have caused serious personal injury.

aa. “Sexual contact” means the intentional touching of a person’s intimate parts or the intentional touching of a person’s clothing covering the immediate area of the person’s intimate parts. Sexual contact also means the touching by the person of the actor’s intimate parts or the clothing covering the immediate area of the actor’s intimate parts when such touching is intentionally caused by the actor. Sexual contact shall include only such conduct which can be reasonably construed as being for the purpose of sexual arousal or gratification of either party.

bb. “Sexual harassment” is unwelcome conduct or behavior of a sexual nature. Both violent and non-violent sexual harassment is prohibited.

Sexual harassment can include unwelcome sexual advances, requests for sexual favors and other verbal, nonverbal, or physical conduct of a sexual nature. Conduct that is sufficiently serious to limit or deny a person’s ability to participate in or benefit from the University’s educational program creates a hostile environment, and is prohibited. Examples of sexual harassment include, but are not limited to: (1) an exposure of an actor’s genitals done with the intent to affront or alarm any person, and (2) viewing a person in a state of undress without his or her consent or knowledge.

c. “Sexual misconduct” includes dating violence, domestic assault, domestic violence, rape, sexual assault, sexual harassment, and stalking.

dd. “Sexual penetration” means sexual intercourse in its ordinary meaning, cunnilingus, fellatio, anal intercourse or any intrusion, however slight, of any part of the actor’s or person’s body or any object manipulated by the actor into the genital or anal openings of the person’s body which can be reasonably construed as being for nonmedical or nonhealth purposes. Sexual penetration does not require emission of semen.

ee. The term “shall” is used in the imperative sense.
ff. “Stalking” means to engage in a knowing and willful course of conduct directed at a specific person or a family or household member of such person with the intent to injure, terrify, threaten, or intimidate.

gg. The term “student” includes all individuals taking courses at the University, whether full-time or part-time, pursuing undergraduate, graduate, or professional studies, whether or not they reside in the University residence halls. Individuals who withdraw after having allegedly committed sexual misconduct, or who are not officially enrolled for a particular term, but who have an expected continued academic relationship with the University, may be considered “students.”

hh. The “Student Affairs Officer” is the individual authorized by the University and the University Chancellor to be responsible for the administration of the Student Disciplinary Code, and in certain circumstances includes his or her designee.

ii. The “Title IX Coordinator” is the individual designated by the campus to respond to allegations of sexual misconduct by members of the university community, and in some circumstances can include his or her designee.

jj. The term “University” means University of Nebraska.

kk. The term “University business day” means any calendar day where the campus offices are open for business, excluding weekends and national holidays.

OR

The term “University business day” means any calendar day where the campus offices are open for business and classes are in session, excluding weekends and national holidays.

ll. “University official” includes any individual employed by, associated with, or performing assigned administrative or professional responsibilities in the interests of the University. University officials who are designated as campus security authorities must report crimes to the person in charge of Clery Act reporting. Counselors and Healthcare Professionals are bound by professional rules that may preclude their reporting violations of University rules when they are acting within the scope of their counseling or professional responsibilities.

mm. The term “University premises” includes all land, buildings, facilities, University approved housing and other property in the possession of, or owned, used, or controlled by the University, including adjacent streets and sidewalks.
State Statute Definitions and Penalties

Consent to Sexual Activity (R.R.S. Neb. §28-318):

*Consent*” means agreement, approval, or permission as to some act or purpose, given voluntarily by a competent person.

1. “Without consent” means:
   A. The person was compelled to submit due to the use of force or threat of force or coercion;
   or
   B. The person expressed a lack of consent through words;
   C. The person expressed a lack of consent through conduct;
   or
   D. The consent, if any was actually given, was the result of the actor’s deception as to the identity of the actor or the nature or purpose of the act on the part of the actor.

In the above text, the word “person” means the individual against whom a wrongful act was allegedly committed, and the word “actor” is the individual alleged to have committed a wrongful act. When the actor knew or should have known that a person was mentally or physically incapable of resisting or understanding the nature of his or her conduct, there is no consent. A person may be incapacitated due to intoxication, mental illness or deficiency or by physical illness or disability to the extent that personal decision-making is impossible. Surprise may also prevent resistance, as where a person is grabbed from behind.

There are some persons who the law presumes are incapable of consenting to sexual contact or penetration by an actor by reason of their age. Under Nebraska law an actor nineteen years of age or older may not subject a person under the age of sixteen years of age to sexual penetration, or a person under fifteen years of age to sexual contact.

Sexual Assault

**28-317 Sexual Assault** It is the intent of the Legislature to enact laws dealing with sexual assault and related criminal sexual offenses which will protect the dignity of the victim at all stages of judicial process, which will insure that the alleged offender in a criminal sexual offense case have preserved the constitutionally guaranteed due process of law procedures, and which will establish a system of investigation, prosecution, punishment, and rehabilitation for the welfare and benefit of the citizens of this state as such system is employed in the area of criminal sexual offenses.

**28-318. Terms, defined.**

As used in sections 28-317 to 28-322.04, unless the context otherwise requires:

1. Actor means a person accused of sexual assault;
2. Intimate parts means the genital area, groin, inner thighs, buttocks or breasts;
3. Past sexual behavior means sexual behavior other than the sexual behavior upon which the sexual assault is alleged;
4. Serious personal injury means great bodily injury or disfigurement, extreme mental anguish or mental trauma, pregnancy, disease or loss or impairment of a sexual or reproductive organ;

Revised January 14, 2020
5. Sexual contact means the intentional touching of the victim's sexual or intimate parts or the intentional touching of the victim's clothing covering the immediate area of the victim's sexual or intimate parts. Sexual contact shall also mean the touching by the victim of the actor's sexual or intimate parts or the clothing covering the immediate area of the actor's sexual or intimate parts when such touching is intentionally caused by the actor. Sexual contact shall include only such conduct which can be reasonably construed as being for the purpose of sexual arousal or gratification of either party. Sexual contact shall also include the touching of a child with the actor's sexual or intimate parts on any part of the child's body for purposes of sexual assault of a child under sections 28-319.01 and 28-320.01;

6. Sexual penetration means sexual intercourse in its ordinary meaning, cunnilingus, fellatio, anal intercourse or any intrusion, however slight, of any part of the actor's or victim's body or any object manipulated by the actor into the genital or anal openings of the victim's body which can be reasonably construed as being for nonmedical or non-health purposes. Sexual penetration shall not require emission of semen;

7. Victim means the person alleging to have been sexually assaulted;

8. Without consent means:
   A. (i) The victim was compelled to submit due to the use of force or threat of force or coercion, or (ii) the victim expressed a lack of consent through words, or (iii) the victim expressed a lack of consent through conduct, or (iv) the consent, if any was actually given, was the result of the actor's deception as to the identity of the actor or the nature or purpose of the act on the part of the actor;
   B. The victim need only resist, either verbally or physically, so as to make the victim's refusal to consent genuine and real and so as to reasonably make known to the actor the victim's refusal to consent; and
   C. A victim need not resist verbally or physically where it would be useless or futile to do so; and

9. Force or threat of force means:
   A. The use of physical force which overcomes the victim's resistance or
   B. The threat of physical force, express or implied, against the victim or a third person that places the victim in fear of death or in fear of serious personal injury to the victim or a third person where the victim reasonably believes that the actor has the present or future ability to execute the threat.

28-319. Sexual assault; first degree; penalty.

1. Any person who subjects another person to sexual penetration
   A. Without the consent of the victim, or
   B. Who knew or should have known that the victim was mentally or physically incapable of resisting or appraising the nature of his or her conduct, or
   C. When the actor is nineteen years of age or older and the victim is at least twelve but less than sixteen years of age is guilty of sexual assault in the first degree.
2. Sexual assault in the first degree is a Class II felony. The sentencing judge shall consider whether the actor caused serious personal injury to the victim in reaching a decision on the sentence.

3. Any person who is found guilty of sexual assault in the first degree for a second time when the first conviction was pursuant to this section or any other state or federal law with essentially the same elements as this section shall be sentenced to a mandatory minimum term of twenty-five years in prison.

28-319.01. Sexual assault of a child; first degree; penalty.

1. A person commits sexual assault of a child in the first degree:
   A. When he or she subjects another person under twelve years of age to sexual penetration and the actor is at least nineteen years of age or older; or
   B. When he or she subjects another person who is at least twelve years of age but less than sixteen years of age to sexual penetration and the actor is twenty-five years of age or older.

2. Sexual assault of a child in the first degree is a Class IB felony with a mandatory minimum sentence of 15-years in prison for the first offense.

3. Any person who is found guilty of sexual assault of a child in the first degree under this section and who has previously been convicted
   A. Under this section,
   B. Under section 28-319 of first degree or attempted first degree sexual assault,
   C. Under section 28-320.01 before July 14, 2006, of sexual assault of a child or attempted sexual assault of a child,
   D. Under section 28-320.01 on or after July 14, 2006, of sexual assault of a child in the second or third degree or attempted sexual assault of a child in the second or third degree, or
   E. In any other state or federal court under laws with essentially the same elements as this section, section 28-319, or section 28-320.01 as it existed before, on, or after July 14, 2006, shall be guilty of a Class IB felony with a mandatory minimum sentence of twenty-five years in prison.

4. In any prosecution under this section, the age of the actor shall be an essential element of the offense that must be proved beyond a reasonable doubt.

28-320. Sexual assault; second or third degree; penalty.

1. Any person who subjects another person to sexual contact
   A. Without consent of the victim, or
   B. Who knew or should have known that the victim was physically or mentally incapable of resisting or appraising the nature of his or her conduct is guilty of sexual assault in either the second degree or third degree.

2. Sexual assault shall be in the second degree and is a Class IIA felony if the actor shall have caused serious personal injury to the victim.
3. Sexual assault shall be in the third degree and is a Class I misdemeanor if the actor shall not have caused serious personal injury to the victim.

28-320.01. Sexual assault of a child; second or third degree; penalties.

1. A person commits sexual assault of a child in the second or third degree if he or she subjects another person fourteen years of age or younger to sexual contact and the actor is at least nineteen years of age or older.

2. Sexual assault of a child is in the second degree if the actor causes serious personal injury to the victim. Sexual assault of a child in the second degree is a Class II felony for the first offense.

3. Sexual assault of a child is in the third degree if the actor does not cause serious personal injury to the victim. Sexual assault of a child in the third degree is a Class IIIA felony for the first offense.

4. Any person who is found guilty of second degree sexual assault of a child under this section and who has previously been convicted
   A. Under this section, or
   B. Under section 28-319 of first degree or attempted first degree sexual assault, or
   C. Under section 28-319.01 for first degree or attempted first degree sexual assault of a child, or
   D. In any other state or federal court under laws with essentially the same elements as this section, section 28-319, or section 28-319.01 shall be guilty of a Class IC felony and shall be sentenced to a mandatory minimum term of twenty-five years in prison.

5. Any person who is found guilty of third degree sexual assault of a child under this section and who has previously been convicted
   A. Under this section, or
   B. Under section 28-319 of first degree or attempted first degree sexual assault, or
   C. Under section 28-319.01 for first degree or attempted first degree sexual assault of a child, or
   D. In any other state or federal court under laws with essentially the same elements as this section, section 28-319, or 28-319.01 shall be guilty of a Class IC felony.

28-320.02. Sexual assault; use of electronic communication device; prohibited acts; penalties.

1. No person shall knowingly solicit, coax, entice or lure:
   A. A child sixteen years of age or younger, or
   B. A peace officer who is believed by such person to be a child sixteen years of age or younger, by means of an electronic communication device as that term is defined in section 28-833, to engage in an act which would be in violation of section 28-319, 28-319.01, or 28-320.01 or subsection (1) or (2) of section 28-320. A person shall not be convicted of both a violation of this subsection and a violation of section 28-319, 28-319.01, or 28-320.01 or subsection (1) or (2) of section 28-320 if the violations arise out of the same set of facts or pattern of conduct and the individual solicited, coaxed, enticed or lured under this subsection is also the victim of the sexual assault under section 28-319, 28-319.01, or 28-320.01 or subsection (1) or (2) of section 28-320.
28-703. Incest; penalty.
1. Any person who shall knowingly intermarry or engage in sexual penetration with any person who falls within the degrees of consanguinity set forth in section 28-702 or any person who engages in sexual penetration with his or her stepchild who is under nineteen years of age commits incest.
2. Incest is a Class III felony, except that incest with a person who is under eighteen years of age is a Class IIA felony.
3. A. For purposes of this section, the definitions found in section 28-318 shall be used.
   B. The testimony of a victim shall be entitled to the same weight as the testimony of victims of other crimes under this code.

Dating Violence (R.R.S. Neb. §79-2.140):
A pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse, to control his or her dating partner. Dating partner means any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate/sexual involvement, whether casual (e.g. “friends with benefits”), serious, or long-term. It is based on a consideration of length of relationship, type of relationship and the frequency of interaction between those involved in the relationship.

Domestic Violence - Any felony or misdemeanor crime of violence committed by a current or former spouse of the victim, by a person with who the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence law of the jurisdiction receiving grant monies or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence of the jurisdiction.

Associated State of Nebraska Statutes:
1. Statute 28-323 defines Intimate relationship as “a spouse; former spouse; person who have a child in common whether or not they have been married or lived together at any time; and persons who are or were involved in a dating relationship.
2. Statute 42-903 defines Family and Household members as “spouse of former spouse, children, persons who are presently residing together or who have resided together in the past, persons who have a child in common whether or not they have been married or have lived together at any time, other persons related by consanguinity or affinity, and persons who are presently involved in a dating relationship..
3. Statute 42-903 defines abuse as “Attempting to cause or intentionally and knowingly causing bodily injury with or without a dangerous instrument. Or, placing by means of credible threat, another person in fear of bodily injury. For the purpose of this subdivision, a credible threat means a verbal or written threat, including a threat performed through the use of an electronic communication device, or a threat implied by a pattern of conduct or a combination of verbal written, or electronically communicated statements and conduct that is made by a person with the apparent ability to carry out the threat so as to cause the person who is the target of the threat to reasonably fear for his or her safety or the safety of his or her family. Or engaging in sexual contact or sexual penetration without consent.

Stalking and harassment - Any person who willfully harasses another person, family or household member with the intent to injure, terrify, threaten or intimidate commits the offense of stalking.

28-311.02. Stalking and harassment; legislative intent; terms, defined.
1. It is the intent of the Legislature to enact laws dealing with stalking offenses which will protect victims from being willfully harassed, intentionally terrified, threatened or intimidated by individuals who intentionally follow, detain, stalk, harass or impose any restraint on their personal liberty and which will not prohibit constitutionally protected activities.

2. For purposes of sections 28-311.02 to 28-311.05, 28-311.09, and 28-311.10:
   A. Harass means to engage in a knowing and willful course of conduct directed at a specific person which seriously terrifies, threatens or intimidates the person and which serves no legitimate purpose;
   
   B. Course of conduct means a pattern of conduct composed of a series of acts over a period of time; however short, evidencing a continuity of purpose, including a series of acts of following, detaining, restraining the personal liberty of, stalking the person, telephoning, contacting or otherwise communicating with the person;

   C. Family or household member means a spouse or former spouse of the victim, children of the victim, a person presently residing with the victim, a person who has resided with the victim in the past, a person who had a child in common with the victim, other persons related to the victim by consanguinity or affinity or any person presently involved in a dating relationship with the victim or who has been involved in a dating relationship with the victim. For purposes of this subdivision, dating relationship means frequent, intimate associations primarily characterized by the expectation of affectional or sexual involvement but does not include a causal relationship or an ordinary association between persons in a business or social context; and

   D. Substantially conforming criminal violation means a guilty plea, a nolo contendere plea or a conviction for a violation of any federal law or law of another state or any county, city, or village ordinance of this state or another state substantially similar to section 28-311.03. Substantially conforming is a question of law to be determined by the court.
Federal Definitions

Sexual Assault – Penetration, no matter how slight, of the vagina or anus with any body part or object or oral penetration by a sex organ of another person without the consent of the victim. This definition includes any gender of victim or perpetrator. Sexual penetration means the penetration, no matter how slight, of the vagina or anus with any body part or object or oral penetration by a sex organ of another person or by a sex-related object. The definition also includes instances in which the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity (including due to the influence of drugs or alcohol) or because of age. Physical resistance is not required on the part of the victim to demonstrate lack of consent. As defined by “Uniform Crime Reporting”

Sex Offenses –
1. Incest- Non-forcible sexual intercourse between persons who are related to each other within the degree wherein marriage is prohibited by law.
2. Statutory Rape- Non-forcible sexual intercourse with a person who is under statutory age of consent.
3. Forcible Fondling – The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and or against that person’s will: or, not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because his/her temporary or permanent mental incapacity. As defined by “Uniform Crime Reporting”

Domestic Violence: Any Felony or misdemeanor crimes of violence committed by:
1. A current or former spouse or intimate partner of the victim;
2. A person with whom the victim has a child in common;
3. A person who is cohabitating with or has cohabitated with the victim as a spouse;
4. A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
5. By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating Violence: Violence committed by a person (a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship shall be determined based on a consideration of the following factors:
1. The length of the relationship
2. The type of relationship
3. The frequency of interaction between the persons involved in the relationship

Stalking: The term “stalking” means: engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
1. Fear for the person’s safety of others; or
2. Suffer substantial emotional distress.
**Sexual Harassment:** Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:
1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic standing.
2. Submission to, or rejection of, such conduct by an individual is used as the basis for employment decisions or academic decisions affecting such individual.
3. Such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile, or offensive working/academic environment.

**Victim Procedures**

**Sexual Assault:**
1. Go to a safe place.
2. Preserve all physical evidence of the assault. Do not shower, bathe, douche or brush your teeth. If possible do not urinate, eat, drink liquids, take any medications, smoke or brush your teeth if oral contact took place. Save all of the clothing you were wearing at the time of the assault. Place each item of clothing in a separate paper bag. Do not use plastic bags. Do not clean any clothing garments. Do not disturb or destroy any physical evidence. If the crime occurred in the victim’s home, the victim should not clean or straighten until the police have had an opportunity to collect evidence.
3. Following an incident, victims are encouraged to make a report to campus or local police. If an individual needs assistance in notifying authorities, University officials will assist them in doing so. Filing a police report does not obligate prosecution, but does provide the opportunity for the collection of evidence, investigation into the allegations and makes legal action possible. The earlier an incident is reported the easier it is to collect valuable evidence. Furthermore, reporting the crime can help you regain a sense of personal power and control and can also help to ensure the safety of other potential victims.
   A. **Report the incident to the University Police at (308) 865-8911 or local police at (308) 237-2104 or 911.**
4. Victims have the option of keeping their report of sexual assault in complete confidence, protecting their right to anonymity when making a report through the University Women’s Center, Student Health and Counseling or Best Care EAP for employees. When reporting to anyone other than the University Women’s Center, Student Health and Counseling or Best Care EAP individuals are obligated to forward the information on to the University Title IX Office for investigation and to the UNK Police Department for investigation/statistical collection.
5. Call a friend, a family member or someone else you trust and ask her/him to stay with you.
6. Seek medical care even if you think that you do not have any physical injuries. You should still have a medical examination and discuss with a health care provider the risk of exposure to sexually transmitted diseases and the possibility of pregnancy resulting from the sexual assault.
   A. Students can contact: Student Health Care at (308) 865-8218, FAN at 308-865-7492 or your local physician.
   B. Employees can contact FAN at 308-865-7492 or your local physician.
7. If you suspect that you may have been given a rape drug, ask the clinician where you receive medical care to take a urine sample. Rape drugs, such as Rohypnol and GSB, are more likely to be detected in the urine than in blood.

8. Write down as much as you can remember about the circumstances of the assault, including a description of the assailant.

9. Talk with a confidential advocate who is trained to assist sexual assault victims with the emotional and physical impacts of the assault. Advocates are available 24-hours a day, 365 days a year.
   A. Students can contact: Women’s Center at (308) 865-8248, Student Health and Counseling at (308) 865-8248 (24/7) or contact your local counselor.
   B. Employees can contact Best Care EAP at (800) 801-4182

Complainants both have access to University assistance in changing academic, living, working, and transportation situations after an alleged incident. If the request is made by the student or complainant and if such changes are reasonably available, accommodations to minimize burden on the student or complainant may include:
   A. University code of conduct action, Title IX action, employee disciplinary action, criminal prosecution and civil suits are all options available to victims of sexual assault. To begin the university conduct process, the campus authority or victim should contact the Title IX Specialist, Warner Hall #2113, (308) 865-8400; the Dean–Student Affairs, Memorial Student Affairs Building #180, (308) 865-8528; University Student Conduct Officer, Nebraskan Student Union #142A, (308) 865-8888 or the Human Resources Office Warner Hall #1200, (308) 865-8888. Once the university has been notified, they are obligated to investigate the incident and complete their processes.

Domestic Violence/ Dating Violence:
1. If you are in IMMEDIATE DANGER, call 911.
2. Go to a safe place.
3. Seek medical assistance if needed.
4. Preserve any physical evidence of the violence. If the crime occurred in your home do not clean or straighten until the police have had an opportunity to collect evidence.
5. Report the offense to campus or local police. If an individual needs assistance in notifying authorities, University officials will assist them in doing so.
6. Call a friend, a family member or someone else you trust and ask him or her to stay with you. Let your friends know how they can help you.
7. Talk with a confidential advocate who is trained to assist with dating/domestic violence. Advocates are available 24 hours a day, 365 days a year.
   A. Students can contact: Women’s Center at (308) 865-8248, Student Health and Counseling at (308) 865-8248 (24/7), or contact your local counselor.
   B. Employees can contact Best Care EAP at (800) 801-4182 or contact your local counselor.
8. Develop a SAFETY PLAN. Include things like changing your routine, arranging a place to stay and having a friend go places with you. Also, decide in advance what to do if the offender shows up at your residence, classroom, work or somewhere else. Women’s Center, Student Health and Counseling or the S.A.F.E. Center can assist you in developing a safety plan [http://www.unk.edu/offices/counseling_healthcare/womens_center/index.php](http://www.unk.edu/offices/counseling_healthcare/womens_center/index.php)
9. Consider getting a COURT ORDER/PROTECTIVE ORDER that tells the offender to stay away from you. The Women’s Center, Student Health and Counseling or the S.A.F.E. Center can assist you in filling out the paperwork.  
http://www.unk.edu/offices/counseling_healthcare/womens_center/index.php

10. File a complaint with the University
   A. For Students contact
      1. Title IX Specialist, Chief Compliance Officer, Warner Hall #2113, (308) 865-8400
      2. UNK Senior Student Affairs Officer (Dean), Memorial Student Affairs Building, #180, (308) 865-8528
      3. Associate Dean: Conrad Hall, (308) 865-8519
      4. Associate Director Residence Life: Conrad Hall, (308) 865-8519
   B. For Employees contact
      1. Title IX Specialist, Chief Compliance Officer, Warner Hall #2113, (308) 865-8400

11. Students and Employees who are in domestic/dating violence situations have access to University assistance in changing academic, living, working and transportation situations after an alleged incident. If the request is made by the student, employee or complainant and if such changes are reasonably available, accommodations to minimize burden on the student or employee.

**Stalking:**
1. If you are in IMMEDIATE DANGER, call 911.
2. Contact University Police to file a report. They can assist you with understanding and taking action if the stalker has broken the law. Remember, every state has stalking laws, including Nebraska. If you don’t want to contact the Police alone, consider contacting the UNK Women’s Center, UNK Student Health and Counseling or Safe Center for assistance.
3. Keep EVIDENCE by documenting the stalking. When the stalker follows you or contacts you, keep a log of the time, date, place and other details you may find of importance. Keep all e-mails, phone messages, letters, notes or social media messages. Photograph anything of yours the stalker damages and any injuries they may cause. Keep a list of any witnesses to the incidents. Ask witnesses to also write down what they saw. Keeping this information will be very beneficial if you decide to get a protection order.  
http://www.unk.edu/offices/counseling_healthcare/womens_center/index.php
4. Consider getting a COURT ORDER/PROTECTIVE ORDER that tells the stalker to stay away from you. Women’s Center, Student Health and Counseling or Safe Center can assist you in filling out the paperwork.  
http://www.unk.edu/offices/counseling_healthcare/womens_center/index.php
5. Don’t COMMUNICATE with the stalker or respond to their attempts to contact you. Communicating with them will only encourage them to continue.
6. Develop a SAFETY PLAN. Include things like changing your routine, arranging a place to stay and having a friend go places with you. Also, decide in advance what to do if the stalker shows up at your apartment/residence hall, classroom, work or somewhere else. Let your friends know how they can help you. The Women’s Center, Student Health and Counseling or Safe Center can assist in helping you devise a personal safety plan, provide you with information about local laws and University policies and provide support and advocacy. Example safety plan can be found at http://www.unk.edu/offices/counseling_healthcare/womens_center/index.php

7. Tell FAMILY, FRIENDS and OTHERS YOU TRUST about the stalking and seek their support.

8. Get CAMPUS SUPPORT. The prevalence of anxiety, insomnia, social dysfunction and severe depression is much higher among stalking victims than the general population, especially if the stalking involves being followed or having one’s property destroyed. There are many services on campus that are here to offer you support.

9. Trust your INSTINCTS. Don’t downplay the danger. If you feel you are unsafe, you probably are. Take THREATS seriously. Danger generally is higher when the stalker talks about harming themselves or someone else, or when a victim/survivor tries to leave or end a relationship.

Sexual Harassment:

1. Tell the perpetrator in person or other documented way (in a manner or at a time when it is reasonably certain that such action will not jeopardize the student’s personal safety, academic status or professional future) that the behavior is neither humorous nor welcomed and should cease immediately.

2. Keep a written record, documenting as precisely as possible what happened, when it took place, the names of witnesses (if any), the student’s response and any other information that may be helpful later.

3. Seek advice on how to deal with the situation from a supportive and knowledgeable person.

4. File a complaint regarding the sexual harassment

   A. For a student on a student violation contact:
      1. UNK Senior Student Affairs Officer (Dean), Memorial Student Affairs Building, #180, (308) 865-8528
      2. Associate Dean: Conrad Hall, (308) 865-8519
      3. Associate Director Residence Life: Conrad Hall, (308) 865-8519
      4. Title IX Specialist, Chief Compliance Officer: Warner Hall #2113, (308) 865-8400

   B. For an employee on a student or employee violation contact:
      1. Title IX Specialist, Director Human Resources: Warner Hall #2113, (308) 865-8400.

5. Talk with a confidential advocate who is trained to assist sexual harassment victims with the emotional and physical impacts of the harassment. Advocates are available 24-hours a day, 365 days a year.

   A. Students can contact: Women’s Center at (308) 865-8248, Student Health and Counseling at (308) 865-8248 (24/7) or contact your local counselor.

   B. Employees can contact Best Care EAP at (800) 801-4182 or contact your local counselor.
6. Report the incident to the University Police Department at (308) 865-8911 or local police at (308) 237-2104 or 911.
7. Preserve all physical evidence of the harassment.
8. Students that have been sexually assaulted or harassed and complainants both have access to University assistance in changing academic, living, working and transportation situations after an alleged incident. If the request is made by the student or complainant and if such changes are reasonably available.

**Procedures for Reporting a Complaint**

The University has procedures for those who report incidents of sexual misconduct including informing individuals about their right to file criminal charges as well as the availability of counseling, health care, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus.

1. Additional remedies to prevent contact between a complainant and an accused party such as housing, academic transportation and working accommodations are also available. The University will make such accommodations if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the campus police or local law enforcement. To request such accommodations students and employees should contact the Title IX Specialist at (308) 865-8400.

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible at the UNK Health Care in the Memorial Student Affairs Building, with your local physician or at the Family Advocacy Network (308) 865-7492.

If the offense occurred within the past 96 hours and evidence is to be collected it is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where the assault took place. This is so evidence may be preserved. This may assist in proving that the alleged criminal offense occurred, or is occurring, or it may also be helpful in obtaining a protection order.

If evidence is collected it will be turned over to local law enforcement and the victim’s name would need to be attached to the evidence. If evidence is collected through the Family Advocacy Network, they can attach a FAN id number instead of the name and their name will not be associated with the evidence. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease(s). Victims of sexual assault, domestic violence, stalking and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, keeping pictures, logs, copies of documents or other communications, if they have any, as it would be useful to University hearing boards/investigators or police.
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. The University will assist any victim with notifying local police if they so desire. The Kearney Police Department may also be reached directly by calling (308) 237-2104 or in person at 2025 Avenue A. Additional information about the Kearney Police Department may be found online at: http://www.cityofkearney.org/index.aspx?NID=625

If you have been the victim of domestic violence, dating violence, sexual assault or stalking you should report the incident promptly to the Title IX Specialist, Mary Chinnock-Petroski by calling at (308) 865-8400, e-mailing at petroskimj@unk.edu or coming into the office in-person at 2113 Warner Hall with Campus Police (if the victim so desires.) The University will provide resources on campus, off campus, or both to the victim and will apply appropriate disciplinary procedures to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual misconduct, to maintain confidentiality and fairness consistent with applicable legal requirements and to impose appropriate sanctions on violators of this policy.

As time passes, evidence may dissipate or become lost or unavailable; thereby, making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he/she nevertheless should consider speaking with Campus Police or other law enforcement to preserve evidence in the event that the victim changes his/her mind at a later date.

If sexual misconduct is reported to the University, below are the procedures that the University will follow as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report:
Response to Allegations of Student Sexual Misconduct:

1. Introduction
   A. Beginning with the University of Nebraska charter in 1869, Nebraska law has provided that no person shall be deprived of the privileges of this institution because of sex. Discrimination on the basis of sex is also prohibited by federal law.

   B. Sexual misconduct is conduct in violation of University policy and state and federal law that the University will take action to eliminate, prevent, and redress once the University has notice that sexual misconduct has occurred. “Sexual misconduct” includes dating violence, domestic assault, domestic violence, rape, sexual assault, sexual harassment (whether sexual violence is involved or not), and stalking. This policy applies to all University of Nebraska students regardless of sexual orientation or gender identity, and to all programs and activities under the jurisdiction of the University of Nebraska. All students are protected against sexual misconduct under this policy, whether the alleged sexual misconduct is committed by another University student, University employee, or third party. Persons who have been subjected to sexual misconduct may be able to receive assistance from the University regardless of whether a charge or report of any kind is filed.

   C. The University will investigate reported allegations of sexual misconduct and may take appropriate remedial action even if the person allegedly subject to misconduct or the Complainant does not wish to pursue formal charges. Any response by the University may be hindered by a person’s or the Complainant’s desire for anonymity and/or inaction.

   D. Sexual misconduct by or against a student may be investigated by the University whether it is alleged to have been committed on or off campus.

   E. Any person can complain of sexual misconduct against or by a student. Complaints of sexual misconduct may be made using the University’s internal processes at the same time that criminal complaints or charge are pursued with the appropriate law enforcement or external agencies. University internal investigation and disciplinary proceedings are independent of any criminal or external proceedings.

   F. The University may pursue disciplinary action against a student at the same time the student is facing criminal charges for the same offense, even if the criminal prosecution is pending, has been dismissed or the charges have been reduced.
G. Complaints regarding sexual misconduct against a student by a student can be made to the UNK Student Affairs Officer or Title IX Specialist. Sexual misconduct complaints by or against employees should be made to the appropriate Human Resources Office or Title IX Specialist.

Dr. Gilbert Hinga
Student Affairs Officer (Dean, Division of Student Affairs)
Memorial Student Affairs Building 180
(308) 865-8528
studentaffairs@unk.edu

Mary Chinnock-Petroski, Title IX Specialist
Chief Compliance Officer
Warner Hall 2113
(308) 865-8400
petroskimj@unk.edu

H. University policy prohibits retaliation against any person making a complaint of sexual misconduct or against any person cooperating in the investigation, including but not limited to, witnesses. The prohibition of actual or threatened retaliation applies to employees and third parties as well as students.

2. Investigations of Alleged Sexual Misconduct, Disciplinary Complaints
   A. Upon receipt of a sexual misconduct complaint or report, the University will provide the Complainant a written notice describing the options of pursuing a criminal complaint with a law enforcement agency, filing an administrative charge with an external agency, and/or using the University’s investigation and disciplinary processes. The Complainant may go forward with one or more options at the same time, but the University’s investigation may need to be delayed temporarily by, or scheduled around, an ongoing criminal or external administrative investigation.

   B. Any member of the University community may submit allegations of sexual misconduct against a student. Allegations shall be prepared in writing and directed to the Student Affairs Officer or designee. The Student Affairs Officer shall then direct the allegation(s) to a Conduct Officer for investigation. Any allegation(s) should be submitted as soon as possible after the alleged misconduct takes place, preferably within, but not limited to, seven (7) University business days after the misconduct occurred.

   C. The Complainant must state, in writing, if he/she wishes to pursue a complaint. If he/she does not wish to pursue the complaint and/or requests that his or her identity remain anonymous, the Student Affairs Officer will make note of that wish in the report. Regardless of the Complainant’s choice, the University is still required to investigate reports of sexual misconduct. The Complainant must be informed if the University cannot ensure anonymity.
D. The Conduct Officer or Title IX Specialist shall conduct an investigation to determine if the allegation(s) have merit. Investigations of the allegation(s) should be concluded within sixty (60) calendar days of receipt of a report. A longer completion period is allowed under extraordinary circumstances but both parties must be informed in writing of the extension of the timeline. If the investigator determines by the greater weight of the evidence that a violation occurred, a recommended disposition should be included in the investigator’s report. If the investigation determines it is more likely than not that the Respondent did not violate the Student Code, the complaint may be dismissed without further proceedings. If both the Complainant and the Respondent agree to the dismissal, the complaint is resolved without any further rights of appeal by either party. If the Complainant objects, he/she may appeal the dismissal administratively to the Student Affairs Officer within seven (7) University business days. The Student Affairs Officer will either affirm the investigative determination, or refer the complaint for further proceedings. The Student Affairs Officer’s decision of the dismissal appeal will be final.

1. If the Complainant wishes to pursue an Administrative Resolution, the Conduct Officer will determine the Respondent’s position and take actions as necessary.
2. If the Complainant wishes to pursue a disciplinary hearing, a formal hearing will be held by a Conduct Officer; or in cases where University Suspension or University Expulsion is sought, a hearing before a Conduct Board must be held.
3. After the fact-finding investigation the Complainant, the Respondent, and appropriate University officials shall be given timely access to any information that will be used during Administrative Resolution and/or Formal Hearing proceedings.

3. Interim Protective Measures
A. “No contact” directives are to be issued in writing to persons involved in any alleged sexual misconduct promptly after the University receives notice of a complaint. Respondents and the Complainant will both be expected to abide by the terms of no contact directives and may go through disciplinary proceedings should they violate the directives.

B. Students who have been subjected to sexual misconduct or Complainants may have access to other available University assistance and may change academic and/or living situations after an alleged incident, if so requested by the student or Complainant and if such changes are reasonably available. Accommodations to minimize the burden on the student or Complainant may include but are not limited to:

1. Change of an on-campus student’s housing to a different on-campus location;
2. Assistance from the University in completing the relocation;
3. Arranging to end a University housing contract and/or adjusting a student account balance for refund;
4. Rescheduling an exam, paper, or assignment;
5. Taking an incomplete in a class;
6. Transferring between class sections;

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7. Temporary withdrawal;
8. Alternative course completion options;
9. Arranging to complete courses or lectures via distance education methods with the assistance of technology;
10. Providing increased security at locations or activities.

C. Any student charged with sexual misconduct has the right to maintain status as a student and attend classes while the case is pending final resolution within the University Conduct process. That is unless it is determined by the Student Affairs Officer or his/her designee that the student’s continued participation as a student, whether inside or outside of the classroom, would seriously disrupt normal operation of the University or constitute an immediate harm, threat of harm, hostile environment and/or danger to the health, safety, or welfare of the Respondent, the Complainant, any person allegedly subject to sexual misconduct, or any member of the University community.

D. Pending completion of an investigation or University Conduct Proceedings, the Student Affairs Officer may, at any time, temporarily suspend a student. If the Student Affairs Officer finds and believes from information received that the presence of the Respondent on the University premises would seriously disrupt normal operation of the University or constitute an immediate harm, threat of harm, hostile environment and/or danger to the health, safety, or welfare of the Respondent, the Complainant, any person allegedly subject to sexual misconduct, or any member of the University community. The Student Affairs Officer should work with the appropriate academic Dean in making the decision to discontinue the Respondent’s continued participation as a student prior to the completion of the formal proceedings.

E. During the suspension described in this section, the Student Affairs Officer may deny access for the Respondent to any University premises, including classes, residence hall access, sporting events, and/or all other University programs, activities or privileges for which the student might otherwise be eligible.

F. If a student placed on interim suspension is ultimately found to be “not in violation” of the Code, at the discretion of the appropriate faculty, the student shall be allowed to make up academic work missed while on suspension.

   A. The Conduct Officer and Conduct Board may hear any allegations of any other violations of the Student Code of Conduct in addition to allegations of sexual misconduct that are directly related to the alleged sexual misconduct. If the Conduct Officer or Conduct Board determines other provisions of the Student Code of Conduct were violated, they may impose proper sanctions.
   
   B. Any student involved in a Conduct proceeding has the right to confidentiality as mandated by the Family Educational Rights and Privacy Act of 1974 (FERPA) and implementing regulations.
C. No process implemented under this Sexual Misconduct Procedure shall be open to the public. The complaining party and the Respondent are entitled to the same opportunities to have others present during a disciplinary proceeding subject to conditions established by the Conduct Officer or Conduct Board. Witnesses may be sequestered and attendance at hearings may be restricted to the Complainant, Respondent and advisors.

D. In such cases when a student fails to appear before the Conduct Officer or Conduct Board, a plea of “not in violation” shall be entered on the Respondent’s behalf and the hearing may proceed as scheduled.

E. In all cases, whether the Respondent is present or not, the evidence in support of the allegations shall be presented and considered.

F. The determination of the merits of each case shall be made using a greater weight of the evidence standard, meaning it is more likely than not that a proposition (such as violation of the Code) was proven.

G. The burden of proof shall rest upon the Conduct Officer or Complainant bringing the misconduct charge. A Respondent is presumed not to be in violation of the Code until proven otherwise.

5. Rights of the Complainant and the Respondent in Sexual Misconduct Proceedings

A. Sexual misconduct proceedings will be conducted by trained University officials to provide a prompt, fair and impartial process from initial investigation to the final result.

B. Both a Respondent and the Complainant have the right to see sexual misconduct charges in written form.

C. Both the Respondent and the Complainant have the right to confidentiality during sexual misconduct proceedings to the most extent possible. However, the duty of confidentiality does not preclude the University from conducting a meaningful investigation or reporting such incidents as required. The duty of confidentiality shall also extend to all persons involved in processing the complaint and the investigation. The Complainant has the right to anonymity only to the extent that the Complainant does not wish to file an official complaint with the University or does not wish the University to take any action against the Respondent in regard to the complaint.

D. All charges shall be presented to the Respondent and the Complainant in written form by a University official or the Conduct Officer within seven (7) University business days after the investigation is complete.

E. Both a Respondent and the Complainant have the right to prepare a written statement in advance of a formal hearing. Both parties will have the right to view each other’s statement.

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F. The Complainant and the Respondent have the right to be assisted by any advisor they choose, including legal counsel, at their own expense.

G. The role of the advisor is limited to providing advice to the party who has requested his/her presence in a manner which does not disturb Conduct proceedings. If an advisor fails to act in accordance with these guidelines, he/she may be barred from participation in the Conduct proceedings.

H. A Respondent and the Complainant have the right to hear all evidence, to present evidence and to testify, hear and submit questions for witnesses during formal hearings.

I. Direct questioning of the witnesses by the Respondent and Complainant may be limited. The Conduct Officer presiding at the hearing or the Chair of the Conduct Board may control questioning by requiring the Respondent and Complainant to submit questions in writing to determine if the questions are appropriate. Then the presiding Conduct Officer or the Chair may pose questions to the witnesses.

J. A Respondent and the Complainant have the right to inspect all documents used as evidence and inspect a list of all witnesses for the formal hearing in advance of the hearing.

K. The Respondent may not be found to have committed sexual misconduct solely because the Respondent failed to appear for a conduct hearing.

L. Sexual misconduct proceedings should be completed in a reasonably prompt time frame.

M. A Respondent and the Complainant have the right to be notified of the decision rendered. Any initial, interim and final decision to resolve disciplinary matters must include a statement of any University sanctions imposed together with the rationale for the decision.

6. Administrative Resolution Procedures in Cases of Alleged Sexual Misconduct

A. Both the Complainant and the Respondent may elect to dispose of the claim administratively. This conference will be scheduled not less than three (3), nor more than fourteen (14), University business days after the Conduct Officer’s investigation is complete. The Respondent may elect to acknowledge his or her actions and take responsibility. If the Respondent denies responsibility but the investigation determines that it was more likely than not that the Respondent violated the Code, the Conduct Officer could propose a resolution and an appropriate sanction. If both the Complainant and the Respondent agree to the proposed sanction, the complaint is resolved without a formal hearing. Mediation shall not be used to resolve sexual assault complaints.

B. Administrative Resolution proceedings can be discontinued at the request of any participant or Conduct Officer. When Administrative Resolution fails, a formal hearing by a Conduct Officer or Conduct Board must be held.

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C. If a University Suspension or University Expulsion is sought and the Complainant or the Respondent cannot agree to the proposed sanction, a hearing must be held before the Conduct Board in order to determine the proper sanction.

D. When a University Suspension or University Expulsion is not sought, a formal hearing will be held before a Conduct Officer. Unless the parties agree, the Conduct Officer who was responsible for investigation of sexual misconduct allegations and/or who attempted an unsuccessful Administrative Resolution will not preside over the formal hearing.

7. Formal Hearings in Cases of Alleged Sexual Misconduct
   A. Both the Respondent and the Complainant shall have the right to attend a pre-hearing conference to discuss the issues and facts that will be presented at the hearing, to exchange information about witnesses likely to be called, to answer procedural questions and to settle those matters that may be agreeably concluded. The conference will not be used to settle the issue of whether or not the violation was committed or to challenge any recommended sanctions. This conference shall be held at least two (2) days prior to the scheduled hearing.

   1. Students will be instructed about the use of past sexual behavior of the Complainant or past sexual assault by the Respondent as evidence at the hearing. In most situations, evidence of the past sexual history of either the Respondent or the Complainant will not be admitted at the hearing (except in very limited situations.)

   B. A time shall be set for a hearing, not less than three (3), nor more than fourteen (14), University business days after the Respondent and the Complainant have been notified that the complaint was referred to the hearing. Maximum time limits for scheduling of hearings may be extended at the discretion of the Conduct Officer or Conduct Board Chair.

   C. Hearings shall conform to the following guidelines:

   1. In instances where the case is referred to a Conduct Board, the Conduct Board shall be composed of at least three (3) members of the University community.
   2. Any real, or perceived, conflict of interest or bias between the Conduct Officer presiding at a hearing or a member of the Conduct Board and the Respondent or the Complainant must be brought to the attention of the Conduct Officer or Conduct Board no less than two (2) University business days in advance of the hearing.
   3. The Respondent(s) and the Complainant and/or the Conduct Officer are responsible for presenting their respective cases to the Conduct Officer presiding at the hearing or to the Conduct Board.
   4. The Conduct Board shall select its own Chair with all members possessing voting privileges.
   5. In hearings involving more than one Respondent, the presiding Conduct Officer or Chair of the Conduct Board, at his or her discretion, may permit the hearings concerning each student to be conducted separately.

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6. The Respondent(s), the Complainant and the Conduct Officer shall have the right to hear all evidence, to present evidence, to testify and to hear and question witnesses.

7. The Respondent, the Complainant and the Conduct Officer shall have an opportunity in advance to inspect documents and a list of witnesses for the hearing no less than two (2) University business days in advance of the hearing.

8. Pertinent records, facts, reports and statements may be submitted as evidence for consideration by a presiding Conduct Officer or Conduct Board. Evidence which possesses probative value commonly accepted by reasonably prudent persons in the conduct of their affairs may be admitted and given probative effect. Incompetent, irrelevant, immaterial and unduly repetitious evidence should be excluded. The rules of privilege recognized by law shall be given effect. Evidence that would not be admissible in a State Court criminal proceeding by reason of the method or manner in which it was acquired shall not be admitted.

9. All procedural and evidentiary questions are subject to the final decision of the presiding Conduct Officer or Chair of the Conduct Board.

D. After the hearing, the Conduct Board shall determine by simple majority vote whether or not University Suspension or University Expulsion is warranted. The decision of a presiding Conduct Officer or Conduct Board Chair shall be based solely upon evidence introduced and received at the hearing. There shall be a verbatim record made, such as by sound recording, of all formal hearings. The formal hearing record shall be the property of the University.

E. Within seven (7) University business days following the conclusion of formal hearing proceedings, the presiding Conduct Officer or the Conduct Board Chair shall inform the Respondent, the Complainant and the Title IX Specialist of its findings and of the sanction(s) imposed, if any (in writing).

F. The presiding Conduct Officer and the Conduct Board may seek advice from the University’s Counsel throughout the hearing process regarding questions of law and procedure. However, the presiding Conduct Officer and Conduct Board are responsible for making their own factual conclusions.

8. Conduct Sanctions against an Individual Student for Sexual Misconduct

A. The following sanction(s) may be imposed upon any individual student found to be “in violation” of the Code:

1. **Warning**: A formal, written notice that the student is violating, or has violated, one or more University Conduct Rules and Regulations and that a continuance of the misconduct may lead to additional disciplinary action. Also, that the incident has been documented and shall remain in the student’s conduct file for the remainder of their University career.
2. **Probation:** A formal, written reprimand for the student’s violation(s) of specified University Conduct Rules and Regulations. This probation, including strict UNK conduct guidelines, is for a designated period of time and may remain in effect for the remainder of a student’s University career. It includes the probability of more severe disciplinary sanctions if the student is found to be in violation of any University Conduct Rules and Regulations during the probationary period.

3. **Loss of Privileges:** Denial of specified privileges for a designated period of time.

4. **Restitution:** Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary compensation, and/or material replacement.

5. **Discretionary Sanctions:** In accordance with the goal of education and assisting students with conduct problems, this may include work assignments, educational requirements, service to the University or local community, parental notification, or other related discretionary assignments (such assignments must have the prior approval of the Conduct Officer). Any costs associated with the assignment are the responsibility of the student.

6. **Residence Hall Relocation:** Moving a student from one room to another and/or one residence hall to another.

7. **Residence Hall Suspension:** Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for re-admission may be specified.

8. **Residence Hall Expulsion:** Permanent removal of the student from any and all of the residence halls. The student may not re-enter the residence halls, under any conditions, even as a visitor. Students expelled from the residence halls remain liable for all Residential and Greek Life costs and meal plan fees and may not be eligible for refunds for the full occupancy period of the student’s housing contracts.

9. **University Suspension:** Separation of the student from the University for a definite period of time, after which the student may be eligible for return, contingent upon meeting specified conditions for re-admittance. The student must satisfactorily demonstrate to the Student Affairs Officer that all conditions for re-admittance have been met before the student will be allowed to matriculate.

10. **University Expulsion:** Permanent separation of the student from the University without the possibility of re-admission.

B. More than one of the sanctions listed above may be imposed for a single violation.

C. If a student fails to abide by one or more of the sanctions imposed, a hold may be placed on his/her registration account until satisfactory progress is made towards completion.
D. Other than University Expulsion, disciplinary sanctions shall not be made part of the student’s permanent academic record, but shall become part of the student’s confidential disciplinary record.

1. After graduation, and upon application to the Conduct Officer, the student’s confidential disciplinary record may be expunged of disciplinary actions other than University Suspensions or University Expulsions.
2. Cases involving the imposition of sanctions other than University Suspension or University Expulsion shall be expunged from the student’s confidential record seven (7) years after graduation, final disposition of the case, or as otherwise authorized or required by law.

9. Appeals
A. A decision reached after a formal hearing may be appealed by the Respondent, the Complainant, or the Conduct Officer within seven (7) University business days of delivery of the decision to the parties involved in the formal hearing.

B. Appeals shall be in writing and shall be delivered to the Appeals Officer appointed by the Chancellor.

C. Appeals may be filed for one or more of the following purposes:

1. To determine whether the original hearing was conducted fairly, in light of the charges and evidence presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and present evidence that the Code was violated, and giving the Respondent a reasonable opportunity to prepare and to present a rebuttal of those allegations.
2. To determine whether the sanction(s) imposed were appropriate.

D. An appeal that does not clearly raise one or more of the issues listed above shall be dismissed without further consideration.

E. An appeal shall be limited to review of the record of the initial hearing and supporting documents unless the Appeals Officer, after notice to the Complainant and Respondent, requests additional information from the presiding Conduct Officer, Chair of the Conduct Board, Complainant, or Respondent.

F. The Appeals Officer shall complete review of the appeal normally within fourteen (14) University business days after receipt of the record and any additional information, and shall promptly issue a written decision to the Respondent, the Complainant, and the Conduct Officer.
Response to Allegations of Employee Sexual Misconduct

1. Sexual Misconduct and Retaliation Prohibited -
   Rape, acquaintance rape, domestic violence, dating violence, sexual assault, sexual harassment and stalking are against the law and are unacceptable behaviors under University of Nebraska policy. These unacceptable behaviors are hereafter referred to as sexual misconduct. Retaliation against the Complainant or a third party in an attempt to prevent, or otherwise obstruct, the reporting or remediation of sexual misconduct is prohibited.

2. Scope -
   Employee as used in this response includes all University faculty, staff, and other personnel within the categories defined by §§ 3.1.1 through 3.1.3 of the Bylaws of the Board of Regents of the University of Nebraska whether full or part time.

3. Complaints of Sexual Misconduct -
   A. Any person - including a university official - can complain of sexual misconduct of or by a University employee. Complaints of sexual misconduct may be made using the University’s internal processes at the same time that criminal complaints or charges are pursued with the appropriate law enforcement or external agencies. University internal investigation and disciplinary proceedings are independent of any criminal or external investigation. Sexual misconduct proceedings will be conducted by trained University officials to provide a prompt, fair and impartial process from initial investigation to the final result.

   B. A complaint of sexual misconduct by or against a University employee can be made to the Human Resource Officer or Title IX Specialist of the major administrative unit where the misconduct occurred or where the affected employee or accused employee works. The University will investigate reported allegations of sexual misconduct and may take appropriate action even if the person allegedly subject to misconduct or Complainant does not wish to pursue formal charges. Any response by the University may be hindered by person’s or Complainant’s desire for anonymity and/or inaction.

   C. No process implemented under this Sexual Misconduct Procedure shall be open to the public. The accuser and the accused are entitled to the same opportunities to have others present during an Informal Resolution or Formal Hearing subject to conditions established by the University-designated Investigator or Hearing Officer. Witnesses may be sequestered and attendance at Informal Resolution or Formal Hearing proceedings may be restricted to the Complainant, Respondent and advisors.
D. Any allegations of any other violations of University conduct standards in addition to allegations of sexual misconduct that are directly related to the alleged sexual misconduct can be considered by an Investigator or Hearing Officer. Findings of sexual misconduct or other conduct violations shall be made using the greater weight of the evidence standard. The burden of proof shall rest upon the party making the claim.

E. Evidence which possesses probative value commonly accepted by reasonably prudent persons in the conduct of their affairs may be admitted and given probative effect. Incompetent, irrelevant, immaterial and unduly repetitious evidence should be excluded. The rules of privilege recognized by law shall be given effect. Evidence that would not be admissible in a State Court criminal proceeding by reason of the method or manner in which it was acquired shall not be admitted.

4. Protective Measures -
A. Regardless of whether a person subjected to sexual misconduct chooses to report an incident of sexual misconduct as a crime to University Police or security or local law enforcement, the University may provide interim protective measures. If interim protective measures are requested, and they are reasonably available, the University may provide assistance in changing academic, living, transportation and working situations. Alterations may be made to the work assignments and conditions of a University employee accused of sexual misconduct as an interim protective measure while an investigation is pending or before a hearing is concluded.

B. Protective measures that the University may offer following an allegation of sexual misconduct include the following: “no contact” orders, changing work schedules or work stations, reporting relationships.

5. Investigation of Allegations -
A. An Investigator shall be assigned to conduct an investigation to determine if the allegation(s) of sexual misconduct have merit. Investigations of the allegations should be concluded within sixty (60) calendar days of receipt of a report, and may be permitted a longer completion period under extraordinary circumstances, but both parties must be informed in writing of the extension of the timeline.

B. If the investigation determines it is more likely than not that sexual misconduct or other prohibited behavior did not occur, the complaint may be dismissed without further proceedings. If both the Complainant and the Respondent agree to the dismissal, the complaint is resolved without any further rights of appeal by either party. If the Complainant objects, he/she may appeal the dismissal decision to the person designated to review dismissals within seven (7) University business days. Findings of fact made by the Investigator shall be accepted unless clearly erroneous. The designated reviewer will either affirm the investigative determination to dismiss, or refer the complaint for further proceedings. The designated reviewer’s decision of the appeal will be final.

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C. If the investigation concludes with a finding that it is more likely than not that sexual misconduct occurred, the investigative report should include sanction recommendations. The claim may be resolved through Informal Resolution or following a Formal Hearing.

D. After the fact-finding investigation, the accuser, the accused employee and appropriate university officials shall be given timely access to any information that will be used during Informal Resolution and/or Formal Hearing proceedings.

6. Informal Resolution -
Both the Complainant and the Respondent may elect to dispose of the claim by Informal Resolution. Participation in Informal Resolution may not be required of either party. An Informal Resolution conference will be scheduled not less than three (3), or more than fourteen (14) University business days after the investigation is complete. The Respondent may elect to acknowledge his/her actions and take responsibility. The Investigator could propose a resolution and an appropriate sanction. If both the Complainant and the Respondent agree to the proposed sanction, the complaint is resolved without a Formal Hearing. Informal Resolution procedures may be discontinued at the request of any participant, or terminated by the Investigator. When a claim of sexual misconduct against an employee is not concluded through Informal Resolution, a Formal Hearing by a Hearing Officer must be held.

7. Formal Hearings -
A. Formal Hearing will determine whether or not sexual misconduct occurred.

B. Charges shall be presented to the Respondent and the Complainant in written form by a University official within seven (7) University business days after the investigation is complete.

C. Both the Respondent and the Complainant have a right to confidentiality during sexual misconduct proceedings to the fullest extent possible. The duty of confidentiality shall also extend to all persons involved in a Formal Hearing.

D. In all cases, whether the Respondent presents evidence or not, the evidence in support of the allegations shall be presented and considered. The Respondent may not be found to have committed sexual misconduct solely because Respondent failed to participate in a Formal Hearing.

E. A Respondent and the Complainant have the right to inspect all documents used as evidence and a list of all witnesses for the Formal Hearing in advance of the hearing.

F. Both Respondent and Complainant have a right to prepare a written statement in advance of a Formal Hearing. Both parties will have the right to view each other’s statement.

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G. The Complainant and the Respondent have the right to be assisted by any advisor they choose, including legal counsel, at their own expense.

1. The role of the advisor is limited. The only appropriate role for the advisor is to provide advice to the party who has requested his/her presence in a manner which does not disturb Formal Hearing. If an advisor fails to act in accordance with these guidelines, he/she may be barred from participation in the proceedings.

H. A Respondent and the Complainant have the right to hear all evidence, present evidence, testify, and to hear and submit questions for witnesses during formal hearings.

1. Questions shall be addressed to the Hearing Officer who will determine if the question is appropriate and then ask the witness.

I. Sexual misconduct proceedings should be completed in a reasonably prompt time frame.

J. If sexual misconduct is found by a greater weight of the evidence to have occurred, the Hearing Officer will recommend that the University official, authorized to do so, impose or seek to impose sanctions.

K. A Respondent and the Complainant have the right to be notified of the decision rendered. Any initial, interim and final decision to resolve disciplinary matters must include a statement of any University sanctions imposed together with the rationale for the decision.

8. Possible Employment Sanctions -
A. The types of sanctions that are possible as the result of a sexual misconduct disciplinary proceeding are:

1. Verbal warning;
2. Written warning;
3. Transfers;
4. Completion of mandatory conditions;
5. Suspension without pay;
6. Nonrenewal or non-reappointment;
7. Loss of rank or position;
8. Denial of salary increase;
9. Activity termination;
10. Demotion in rank or pay;
11. Termination of employment;
12. Ban on University re-employment.

Unless otherwise provided, the definitions found in this section of the document (The University of Nebraska Sexual Misconduct Policy) are found at the end of this document.
B. Sanctions 1-12 may be imposed in combination with one another.

Unless otherwise provided, the definitions found in section 6 of The University of Nebraska Sexual Misconduct Policy, R.P. 2.1.8, apply to this statement of policy and procedure for response to allegations of employee sexual misconduct.

**Assistance for Victims: Rights & Options**

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the University will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. UNK complies with Nebraska state law in recognizing orders of protection, any person who obtains an order of protection should provide a copy to the UNK Police Department and the Office of the Title IX Specialist. A complainant may then meet with Student Health and Counseling or Campus Police to develop a Safety Plan. A Safety Plan is a plan for the victim to reduce risk of harm while on campus or while coming and going from campus.

The University cannot apply for a legal order of protection, a no contact order or a restraining order for a victim. The victim is required to apply directly for these services. Protection orders may be available through the Buffalo County or District Court at the corner of 16th street and Central Avenue. The University may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. To the extent of the victim’s cooperation and consent, university offices will work cooperatively to ensure that the complainant’s health, physical safety, work and academic status are protected, pending the outcome of a formal university investigation of the complaint. Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant. Further, the institution 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 the accommodations or protective measures.

The University does not publish the name of crime victims nor house identifiable information regarding victims in the Campus Police departments Daily Crime and Fire Log. Victims may request that directory information on file be removed from public sources by contacting the Registrar’s Office at (308) 865-8527, unkregistrar@unk.edu, 2504 9th Avenue, Kearney NE 68849, Warner Hall.
Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

**The S.A.F.E. Center** provides a place for individuals to escape domestic violence situations. They provide support groups and assist victims throughout the court process.
Phone: (308) 237-2599 (24/7)
Location: 620 E. 25th St. Suite 14
Website: [http://www.safecenter.org](http://www.safecenter.org)

**Victim Witness** is given your information if legal proceedings have begun. They will contact you and explain all the steps of the legal process and support you along the way.
Phone: (308) 233-5263
Location: 2025 Avenue A (Law Enforcement Center)

**Family Advocacy Network (FAN)** provides a safe environment for the survivor while meeting their medical, psychological and safety needs. FAN brings together all necessary parties needed to meet these needs for the survivors. They have trained staff to assist in all aspects of the assault and are equipped with trained medical personnel and equipment.
Phone: (308) 865-7492 (24/7)
Website: [www.familyadvocacynetwork.com](http://www.familyadvocacynetwork.com)

**C-SART (Sexual Assault Response Team)** is a UNK/community coordinated response to sexual assaults which include a sexual assault nurse examiner (SANE), a sexual assault investigator and trained mental and physical health care providers. The SART team can be activated by the majority of the listed agencies.

**The Women’s Center** is staffed by a licensed mental health practitioner, volunteers and a part time victim advocate (staffed by the SAFE Center). All are trained to respond to victims of sexual assault using strict confidential guidelines.
Phone: (308) 865-8279
(308) 865-8248 (Available 24 hours a day)
Hours: Monday through Friday—please call! Know that we welcome you.
Location: Memorial Student Affairs Building, South Hallway, Room 158
Website: [www.unk.edu/offices/counseling_healthcare/womens_center/index.php](http://www.unk.edu/offices/counseling_healthcare/womens_center/index.php)

**Counseling** provides personal counseling intended to empower UNK students with making choices and decisions from within each student's own unique circumstances. The American Counseling Association Code of Ethics and Standards of Practice serves as its standard in provision of services. Strict confidentiality is a core principle. All of the counselors are master's-prepared and are nationally certified and state licensed.
Phone: (308) 865-8248 (Available 24 hours a day)
Hours: Monday – Friday from 8:00 a.m. to 5:00 p.m.
Location: Memorial Student Affairs Building, South Hallway, Room 144
Website: [http://www.unk.edu/offices/counseling_healthcare/](http://www.unk.edu/offices/counseling_healthcare/)
**Student Health** staff is comprised of fully licensed, qualified nurse practitioners and registered nurses who provide primary health care services for UNK students. All are trained to respond to victims of sexual assault using strict confidential guidelines.

Phone: (308) 865-8218  

Hours: The Student Health clinic is open from 8:00 a.m. to 5:00 p.m. Monday through Friday (Wednesdays 9:00 a.m. to 5:00 p.m.). Walk-in clinic hours are from 8:15 a.m. until 4:00 p.m.  

Location: Memorial Student Affairs Building, Northwest Door, Room 184  

Website: [http://www.unk.edu/offices/counseling_healthcare/health-care/](http://www.unk.edu/offices/counseling_healthcare/health-care/)

**Best Care EAP** offers free, confidential counseling for benefit eligible employees and their families:  

Phone: (800) 801-4182

**Other Resources:**  

- [http://www.rainn.org](http://www.rainn.org) – Rape, Abuse and Incest National Network  
- [http://www.justice.gov/ovw/sexual-assault](http://www.justice.gov/ovw/sexual-assault) – Department of Justice  
- [http://www2.ed.gov/about/offices/list/ocr/index.html](http://www2.ed.gov/about/offices/list/ocr/index.html) – Department of Education, Office of Civil Rights  
- [http://www.unk.edu/respect](http://www.unk.edu/respect)

**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 is being physically abusive towards another and it is not safe for you to interrupt.

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

Recognizing that only rapists are responsible for rape and with no intent to blame the victim, the following are some strategies to increase one’s safety on campus (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org)). Risk reduction is options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

- **Know your resources.** Who should you contact if you or a friend needs help? Where should you go? Locate resources such as the campus health center, campus police station, and a local sexual assault service provider. Notice where emergency phones are located on campus, and program the campus security number into your cell phone for easy access.
- **Stay alert.** When you’re moving around on campus or in the surrounding neighborhood, be aware of your surroundings. Consider inviting a friend to join you or asking campus security for an escort. If you’re alone, only use headphones in one ear to stay aware of your surroundings.
- **Be careful about posting your location.** Many social media sites, like Facebook and Foursquare, use geolocation to publicly share your location. Consider disabling this function and reviewing other social media settings.
- **Make others earn your trust.** A college environment can foster a false sense of security. They may feel like fast friends, but give people time earn your trust before relying on them.
- **Think about Plan B.** Spend some time thinking about back-up plans for potentially sticky situations. If your phone dies, do you have a few numbers memorized to get help? Do you have emergency cash in case you can’t use a credit card? Do you have the address to your dorm or college memorized? If you drive, is there a spare key hidden, gas in your car, and a set of jumper cables?
- **Be secure.** Lock your door and windows when you’re asleep and when you leave the room. If people constantly prop open the main door to the dorm or apartment, tell security or a trusted authority figure.

Safety in social settings

It’s possible to relax and have a good time while still making safety a priority. Consider these tips for staying safe and looking out for your friends in social settings.

- **Make a plan.** If you’re going to a party, go with people you trust. Agree to watch out for each other and plan to leave together. If your plans change, make sure to touch base with the other people in your group. Don’t leave someone stranded in an unfamiliar or unsafe situation.
- **Protect your drink.** Don’t leave your drink unattended, and watch out for your friends’ drinks if you can. If you go to the bathroom or step outside, take the drink with you or toss it out. Drink from unopened containers or drinks you watched being made and poured. It’s not always possible to know if something has been added to someone’s drink. In drug-facilitated sexual assault, a perpetrator could use a substance that has no color, taste, or odor.
• **Know your limits.** Keep track of how many drinks you’ve had, and be aware of your friends’ behavior. If one of you feels extremely tired or more drunk than you should, you may have been drugged. Leave the party or situation and find help immediately.

• **It’s okay to lie.** If you want to exit a situation immediately and are concerned about frightening or upsetting someone, it’s okay to lie. You are never obligated to remain in a situation that makes you feel uncomfortable, pressured, or threatened. You can also lie to help a friend leave a situation that you think may be dangerous. Some excuses you could use are needing to take care of another friend or family member, an urgent phone call, not feeling well, and having to be somewhere else by a certain time.

• **Be a good friend.** Trust your instincts. If you notice something that doesn’t feel right, it probably isn’t. Learn more about how to keep your friends safe in social settings.

**Education and Prevention Programs**
The University engages in comprehensive programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, stalking, sexual assault and risk reduction and other forms of sexual misconduct that are culturally relevant, responsive to the community’s needs, and assessed for effectiveness. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees as well as current students.

**Primary prevention and awareness programs offered for all incoming students in 2018 and 2019**

- This same training was also presented in a class room setting for early arriving groups. The online training included information on prohibited behavior concerning Domestic Violence, Dating Violence, Sexual Assault, Stalking as well as Bystander Intervention.

**Primary prevention and awareness programs offered for all new employees in 2018 and 2019**

- In 2018 Human Resources gave new employees informational materials on Sexual Misconduct policies. They further have a library of training resources available to departments and offer training on sexual harassment and Title IX issues.

**The University offered the following ongoing awareness and prevention programs for students and employees in 2018**

- January 24, 2018  Stalking Awareness Panel
- February 16, 2018  Human Trafficking Workshop
- March 5, 2018  Bystander Intervention Training
- March 26, 2018  Healthy Relationships
- August 16, 2018  Through Open Doors
- September 5, 2018  Edutainment
- September 9, 2018  Bystander Intervention Training
• September 22, 2018  1 in 5k Neon Fun Run
• October 19, 2018  Healthy Relationships
• October 22, 2018  Bystander Intervention Training
• October 30, 2018  Healthy Relationships
• November 13, 2018  Healthy Relationships
• November 15, 2018  Healthy Relationships

- **1 in 5k Neon Fun Run**
  A collaboration with the SAFE Center to raise awareness about sexual assault. Open to students and the community.

- **Bystander Intervention Training**
  The Thompson Scholars Program requested bystander intervention training for all of their first-year students. Kiphany Hof, Associate Director of UNK Counseling and the Women’s Center, educated these students on what it means to be an active bystander. This training included skills on how to intervene in high risk situations as well as not placing yourself in a high risk situation. Upon request.

- **“Edutainment”: A Sexual Assault Awareness Show**
  Robert Hackenson, from Dynamic Influence, is the creator and presenter of the “Edutainment” show. Robert uses magic, illusions, and hypnosis as a means of engaging students to increase awareness about sexual assault and being an active bystander. This presentation is hosted and coordinated by the UNK Women’s Center and is open to any UNK student, faculty, or staff. Upon request.

- **Healthy Relationships**
  This is a classroom presentation offered by the UNK Women’s Center to educate students about signs of healthy vs. unhealthy relationships including education about sexual harassment, stalking, sexual assault, and dating violence and domestic violence. This presentation is available upon request from UNK staff and faculty. Upon request.

- **Human Trafficking Workshop**
  Leticia Bonifas of Central Nebraska Immigration Human Trafficking and Outreach reviewed risk factors and warning signs of human trafficking, along with resources to help victims. Upon request.

- **Stalking Awareness Panel**
  The UNK Women’s Center hosted a panel of experts to speak about stalking. The panel consisted of a SAFE Center representative, the County Attorney, and Sargent Ricci Fast of the UNK Police Department. The panel was 60 minutes and was open to any UNK student, faculty or staff.

- **Through Open Doors**
  Sexual assault, suicide prevention and eating disorders role plays for RA’s in training.
Sexually Transmitted Infections and Contraception options
Pre-recorded presentation on sexually transmitted infections and contraception choices for the Healthy Life Styles class.

Additional awareness and prevention programs for students and employees in 2018:
- **Basic Self Defense** - The UNK Police Department offers free training to the men and women who are affiliated with UNK. Participants will learn hands on techniques as well as partake in classroom discussions.

- **Sexual Assault Prevention** – This program offers objectives of what is a sexual assault, effects of a sexual assault, preservation of evidence, and prevention. This class will educate participants on the dangers and the realities of sexual assaults among college age students. We will also focus on consent and bystander intervention, in order to be confident and intervene should an incident arise.

- **Danger of Social Media** - This continuously evolving class is designed to help with internet safety. The UNK Police Department uses an interactive approach with real life examples on how easy it is to become a victim. This class will also assist in ideas and ways for the class attendees to remain safe, and to place themselves in favorable situations, by creating awareness.

- **Dealing with Difficult Students** – This program is offered to faculty and staff to help educate on how best to work/deal with students who are being disruptive inside and outside the class room. Participants will learn how to make appropriate referrals for students engaging in disruptive behavior and/or students struggling with mental health concerns. Additionally, participants will learn tips on how best to confront a student situation (when appropriate) and avoid escalating a situation.

**Sex Offender Registry and Access to Related Information**
Incarceration may remove a sex offender from the streets temporarily, but it does nothing to prevent the offender from committing another crime when released. The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where they may be able to obtain information provided by the state concerning registered sex offenders. It also requires sex offenders already registered in a state; to provide notice of each institution of higher education in that state at which the person is employed, carries on a vocation, volunteers’ services or is a student.

In Nebraska, convicted sex offenders must register with the Nebraska State Patrol. To access this information you can go to the Nebraska State Patrol sex offender web site at:
[https://sor.nebraska.gov/](https://sor.nebraska.gov/)

Listings of registered sex offenders in the United States can be found at:
[http://www.nsopw.gov/(X(1)S(k5ratrc5si33ymvt1ezf0l2i))/en-US](http://www.nsopw.gov/(X(1)S(k5ratrc5si33ymvt1ezf0l2i))/en-US)
Crime Prevention
A variety of programs are offered by UNK Police Department continually throughout the year and upon specific request. During new freshman orientation and transfer days, parents are informed of services offered to the students by multiple departments including but not limited to Residence Life, Student Affairs, the Women’s Center, and Student Health and Counseling. Often a program is designed to respond to a specific problem or request and is generally handled through the Crime Prevention Officer that serves as a resource to the UNK community for addressing issues of safety and prevention. For additional information, please contact UNK Police Department at (308) 865-8911. The following is a list of crime prevention programs and projects employed by the University, which are not already noted above:

1. *Drug Facilitated Sexual Assault* – This class is designed to raise awareness of the dangers lurking around every corner. Attendees can hopefully gain the knowledge to be aware of their surroundings and to stay safe as possible. Real life examples and situations will be discussed and attendees will leave with the knowledge to be safer today than they were yesterday.

2. *Work Place Violence* – Informational workshop on work place violence. Recognizing and reporting signs indicating a potentially violent co-worker, employee or student. Developing codes within your office regarding potentially dangerous subjects and tips on de-escalating volatile situations. Referral systems for help with students and co-workers.

3. *Active Shooter Prevention* - During any given month or year, the reality of an active shooter will strike somewhere. If that somewhere is where you are, you will need the proper mindset and tools to react with purpose to maximize your chance of survival. This course will assist you in getting that mindset. Instructors will discuss what options an individual has in those fleeting moments, what University policy and procedures are in place, and what options individuals have to help prevent such incidents.

4. *Stalking in the Digital Age* – Participants will learn the dangers of using the Internet and social media. Also, ways to maintain their safety while on campus.

5. *Safe Walk* – Community Service Officers/Police Officers are available to escort anyone within a two-block radius of campus to another location in that same area. To utilize this service, call (308) 865-8911.

6. *Emergency Telephones* – Exterior emergency phones that link directly to the 911 system are located in the following areas throughout the university; west of the West Center Building along the sidewalk, north of the West Center Building along the sidewalk, north of the College of Education Building along the sidewalk directly outside of the main north doors to the building, northeast of Foster Field just off of lot 5 along the sidewalk, on the northeast wall of the Nebraska Student Union, along the sidewalk in the southwest corner of lot 8 located on the corner of 26th Street and 8th Avenue, one on the northeast side of lot 12, west of Foster Field and one just south of Foster Field, north of Mantor Hall. These phones are tested on a weekly basis to assure accuracy when needed.
7. **Security Surveys** – Upon request, the UNK Police Department will perform a security survey or audit for individual areas or departments.

8. **Grounds and Building Surveys** – Safety surveys of the University property is completed by the University Safety Committee bi-annually. The committee notes any safety issues and submits work orders to the Facilities Management Department to be corrected.

9. **Lighting Surveys** – UNK Police Department completes a monthly lighting survey of University property. All non-functioning lights or poorly lit areas are noted and a work order is submitted to the Facilities Management Department to be corrected. Facilities Management and Residence Life with Student Government conduct annual campus walks to review lighting on campus and identify problem areas.

10. **Informational Materials** – Brochures, posters, flyers and a website with information regarding these programs are made available at all presentations and at the UNK Police Department office. This information is provided at the following website: [http://www.unk.edu/offices/police/Crime_Prevention](http://www.unk.edu/offices/police/Crime_Prevention)

**Other Educational Classes**

Prevention, intervention and educational programs addressing alcohol, tobacco, sexual assault, domestic/dating violence, stalking, bystander intervention, relationship classes and body image are also presented. These classes can be tailored to the group wanting the presentation. The following is a list of a few of these classes which are not already listed above:

1. **Choices** – This alcohol education class assists the participant’s awareness of their drinking patterns and behaviors and how they may be affecting their lives. Students are directed by facilitators to identify the consequences of their alcohol use, to examine their patterns using a continuum of alcohol use and abuse and to study the physical effects of alcohol. Students who have been sanctioned for alcohol violations more than once and students sanctioned by the court attend this program. Depending on the severity of the violation, a student may be sanctioned to Choices for a first time alcohol offense. This is a three-hour class with a follow up session a week after the class with a therapist from the Counseling Care Office.

2. **Oksoberfest** – A fun night offered once a year to University students promoting sober fun. Alcohol screenings provide feedback to students immediately regarding their current use and possible risk. Information regarding sexual assault is also provided, guiding victims to assistance and guidance for would-be assailants. Security is provided by UNKPD by checking doors (during non-business hours,) doing walk-throughs in the buildings and periodically monitoring the security cameras.
Access to Campus Facilities
During business hours, the University will be open to students, parents, employees, contractors and guests. The areas of the University; academic, research, public service and administrative buildings used for classrooms, laboratories, faculty and staff offices, and areas of university student residence buildings used for student living quarters are not open to the general public. Any person not authorized to be or remain in any such building area will be deemed to be trespassing on University property, and may be cited and subject to prosecution for criminal trespass in violation of Nebraska Rev. Stat 28-520 or 28-521.

Other than normal business hours, all buildings shall be locked in order to maintain building/content security. Some areas within the buildings also need to remain secure; therefore, they will be locked with only authorized personnel allowed access. Appropriate Facilities, UNK Police Department and Residence Life staff will have keys to all areas to provide immediate repair, maintenance and emergency response. UNK campus is patrolled 24 hours a day which includes the interior of the buildings. This is done by foot, bike, UTV and car.

Some outside doors to residence halls will be unlocked from 7:00 a.m. to 11:00 p.m. to allow access to entryways. However, all residence living quarters will have 24-hour key access. During extended breaks, the doors of all residence halls will be secured around the clock. Those residence halls not housing students will have the door locks pinned so that regular keys issued to resident students will not work.

Employees needing access to buildings after hours may request a building key through the Facilities Department by completing a key request form and getting the proper authorized signatures. While on University property, they need to have their University I.D. on their persons, to present upon request. Students needing access to buildings after hours need to get prior written approval through the UNK Police Department and an authorized instructor or supervisor. These students will be required to carry a blue pass indicating their areas of access and a photo I.D.
University of Nebraska - Kearney Trespass Policy RP-6.4.7 1.

Persons Not Authorized in Non-Public Areas of University Buildings. The areas of University academic, research, public service, and administrative buildings of the University used for classrooms, laboratories, faculty and staff offices, and the areas of University student residence buildings used for student living quarters are not open to the general public. Any person not authorized to be or remain in any such building area will be deemed to be trespassing on University property, and may be cited and subject to prosecution for criminal trespass in violation of Neb. Rev. Stat. § 28-520 or § 28-521.

1. Persons on University Property Between the Hours of 11:00 p.m. and 6:00 a.m.

Persons who are not students, faculty, staff, tenants, licensees, agents or contractors of the University, or their employees, visitors or guests, shall not be permitted on University property between the hours of 11:00 p.m. and 6:00 a.m. Visitors and guests are expected to conduct themselves in a proper and lawful manner while on University property. Failure to do so may result in imposition of personal restrictions relating to their presence on University property.

Specifically, the right of a visitor or guest to be present on University property will be restricted when the visitor or guest has disrupted normal services, or has harmed or threatened to harm a member of the student body, faculty or staff. The right of a visitor or guest to be on University property will also be restricted when the visitor or guest has damaged or poses a risk of damage or loss to University property or to the property of others located on University property.

2. Persons in University Buildings After Closing to the Public.

Many University buildings are open to the public at designated times which are posted at building entrances. Some University buildings are closed and locked during the times they are not open to the public. Also, some University buildings, such as Student Union’s, are closed to the public at designated times which are posted at building entrances, but remain unlocked for access and use by students, faculty, staff and other authorized persons. Persons who are not authorized by the University to be in a University building after the posted time of closing to the public will be deemed to be trespassing on University property, and may be cited and subject to prosecution for criminal trespass in violation of Neb. Rev. Stat. § 28-520 or § 28-521.


University law enforcement or security personnel may issue written notices to any person who has been contacted or observed on University property while engaged in any unlawful or unauthorized activity banning and barring such person from University property, except as may be specifically authorized in such notice. Violation of any such notice will be deemed to be trespassing on University property, and the offending party may be cited and subject to prosecution for criminal trespass in violation of Neb. Rev. Stat. § 28-520 or § 28-521. The term “unlawful or unauthorized activity” shall mean any conduct, act or omission by any person that is in violation of (i) any law, rule, regulation or order of the State of Nebraska or of the United States, or (ii) any policy, rule or regulation of the University of Nebraska.
Maintenance and Security of Campus Facilities

1. Parking lots, pedestrian walkways and building exteriors are well lighted and patrolled by officers on foot, bike and vehicle patrol.

2. Formal exterior lighting surveys are conducted by the UNK Police Department on a monthly basis. Any deficiencies are reported to the Facilities Management and Planning Department. Members of the University community are also encouraged to report any exterior lighting deficiencies to the UNK Police Department at (308) 865-8911 or Facilities Management and Planning at (308) 865-1800.

3. The UNK Police Department annually conducts an operational survey of all buildings’ exterior doors on campus. Survey results are then submitted to Facilities Management and Planning for follow-up repair. The purpose of this survey is to determine that each exterior door and its locking mechanisms are working properly.

4. Facilities and the UNK Police Department employees lock exterior doors to academic buildings on campus each evening. Residence Life staff verifies that access systems have locked exterior doors to Residence buildings. The UNK Police Department then complete a nightly door check to make sure all doors are secure. Operating deficiencies to the doors and security hardware are reported to Facilities Management and Planning. Residence Life is also notified of doors that are left unlocked or propped open on Residence Halls.

5. Facilities Management and Planning trims shrubbery, trees and other vegetation on campus on a regular basis.

6. The Safety Committee conducts an annual survey of the University grounds and refers problem areas to Facilities Management and Planning.

7. All residence halls are locked and residents have a key-card access which means that they must scan their ID in order to gain entrance to the building. The buildings are always locked.

8. During the regular school-week, the academic buildings are unlocked. On the weekend, they are locked with exception to those buildings that are have scheduled events.

Annual Fire Safety Report

University Staff Responsible for Fire and Life Safety: Responsibility for fire and life safety resides with the Vice Chancellor of Business and Finance. The Dean - Student Affairs, the Director of Residence Life and the Director of Facilities all have secondary responsibilities. Further, the University utilizes the State Fire Marshalls office, Nebraska Fire and Sprinkler Company, Electronic Systems, Central Fire and Safety and Global Risk Consultants to inspect fire alarms, sprinkler systems and fire extinguishers.

Fire Protection Equipment/Systems: As of December 31, 2018, rooms with 2,221 beds (100% of total occupancy) were sprinkled. All residence halls have central panels in public areas and hard-wired room smoke detectors. All residence halls are also equipped with fire extinguishers. Village Flats opened August 1st, 2018 with 68 1-bedrooms and 31 2-bedrooms and is complete with all required fire protection equipment/systems.
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**Health and Safety Inspections:** Periodic health and safety inspections are conducted by the Residence Life Staff. The intent of these inspections is for preventative and corrective action. Students are given a 24-hour notice prior to the inspections. If their room does not meet minimal health and safety standards, they will be given 24-hours to correct the problem. Items found that may be illegal or in violation of Residence Hall policy will be confiscated and the student conduct process will be initiated.

**Fire Evacuation Drills and Training Programs:** Residence halls conduct bi-annual fire/evacuation drills. These drills are conducted both announced and unannounced. At this time the building evacuation plans are reviewed, updated and sent out. Each year Residence Life staff and custodial staff that work in these buildings are trained on fire procedures and fire extinguisher training. There is no additional mandatory training for students or employees.

**Fire Log:** Institutions must keep a fire log that states the nature of any fires, the date, time and general location of each fire in on-campus student housing facilities. The University of Nebraska at Kearney complies with this rule by including all fire-related incidents in the daily crime and fire log. To view these logs go to the UNK Police Department office at 2501 19th Avenue Monday through Friday 8:00 a.m. to 5:00 p.m.
Fire Policies for On-Campus Student Housing Facilities:

1. **Emergency Situations:** In case of life-threatening emergencies, call 911. If possible, also contact a Residence Life staff member on duty and UNKPD at (308) 865-8911. For non-life-threatening emergency situations please contact the Office of Residence Life and UNKPD.

2. **Fire Safety:** State law, as well as residence hall policy, requires that all students leave their room and/or public areas when a fire alarm is sounded. Failure to evacuate during an alarm will subject the student to University disciplinary action and/or civil action. Smoke detectors are provided for your safety in each room/apartment and should not be tampered with or disconnected. Residents and guests should not falsely activate the fire alarm or tamper with the alarm equipment (heat detectors, pull stations, fire extinguisher, exit/emergency lights, and sprinkler heads or smoke detectors) and is a federal, state and local violation of the law. Equipment that needs repair or is malfunctioning should be reported to Facilities Management immediately at (308) 865-1800 or to hall staff. Exits or exit access shall not be obstructed at any time in any manner with furniture, storage, displays, vending machines, etc. Fire doors on stairwells, unless arranged to close automatically in the event of fire, shall be maintained in the closed position at all times. Exit signs shall be properly illuminated at all times. Such signs shall not be obstructed or blocked from view at any time. Exits and exit access doors shall not be locked at any time unless equipped with panic hardware or other approved means to permit emergency egress by building occupants.

3. **Cooking:** Cooking is prohibited in resident rooms. Cooking may only be done in hall kitchens or in the individual kitchenettes in the Antelope/Nester complex.

4. **Appliances:** Only items with enclosed heating or lighting elements are permitted. Both the appliance and any cord used in connection with it must have a UL (Underwriters Laboratories) approved label. Residents may use coffee makers within their rooms. Other appliances such as, toasters, toaster ovens, George Foreman-style grills, electric skillets and infrared ovens may be operated in residence hall kitchens only. Microwave ovens, standalone freezers and window mounted air conditioning units are not allowed to be brought to campus. Residents that reside in Antelope/Nester are permitted to have and use toasters, toaster ovens, George Foreman-style grills, electric skillets, electric grills, and infrared ovens in the kitchen area. These items are not permitted for use in sleeping rooms.

5. **Extension Cords and Surge Protectors:** Extension cords and surge protectors may be used in the residence halls. Extension cords and surge protectors must be Underwriters Laboratory (UL) approved and contain a 3-prong grounded plug. Extension cords and surge protectors cannot exceed 12 feet in length and should not be strung together with other extension cords.

6. **Tobacco:** The use of all forms of tobacco and vaping products is prohibited on University of Nebraska at Kearney property with the exception of parking lots. The prohibition extends to vehicles and venues owned, operated, leased, occupied or controlled by the University. “Tobacco products” Includes all forms of tobacco, inclusive of but not limited to, cigarettes, cigars, pipes, water pipes (hookah), electronic cigarettes and similar devices, and smokeless tobacco products.

Revised January 14, 2020
7. **Candles and Incense Candles**: (including lit and unlit decorative candles) and incense are not permitted in the residence halls. No-flame candle plates are not permitted. Wax warmers with enclosed miniature light bulbs are permitted.

**Fire and Evacuation Procedures**: At the sound of the Emergency Alarm, it is the responsibility of all building occupants to evacuate immediately and proceed to the predetermined assembly points away from the building.

Building occupants are also responsible for ensuring that their visitors/customers follow the evacuation procedure described herein, and leave the building along with all other occupants.

If you find evidence of a fire that has been extinguished, and you are not sure whether it has been reported, call the UNK Police Department at (308) 865-8911 to report the matter.

**Evacuation Instructions**
Whenever you hear the building alarm or are informed of a general building emergency:

- Do not panic or ignore the alarm.
- Leave the building immediately, in an orderly fashion.
- Do not use the elevators.
- Follow the quickest evacuation route from where you are.
- Do not go back to your room for any reason.
- Proceed to the designated emergency assembly point for your area. If the designated assembly point/area is unsafe or blocked due to the emergency, proceed to the alternate assembly point.
- Call 911 if a fire exists. If no fire exists, notify the UNK Police Department.
- Report to your RA or alternant residence hall staff at the assembly point to be checked off as having evacuated safely; also report any knowledge you may have of missing persons.
- Return to the building only after emergency officials or building monitors give the all-clear signal. Silencing the alarm does not mean the emergency is over.

While evacuating, proceed as follows:

- Keep low to the floor if smoke is in your room.
  - Before opening the door:
    - Feel the door knob using the back of your hand. If it is hot, do not open the door.
    - If the knob is not hot, brace yourself against the door and open slightly (fire can create pressure strong enough to push a door open if it is not held firmly.) If heat or heavy smoke is present in the corridor, close the door and stay in the room.

Revised January 14, 2020
If you cannot leave the room:
- Open the windows. If your windows are the type that can be raised and lowered, open the top to let out heat and smoke, open the bottom to let in fresh air.
- Seal cracks around the door with towels or bed clothing to keep out smoke.
- To attract attention if you are trapped, hang an object out the window, such as a sheet, jacket, shirt, or anything that will attract attention. Shout for help.

If you leave the room:
- Close all doors behind you as you exit. This will hamper the spread of smoke and lessen damage.
- Go to the nearest exit or stairway. **DO NOT USE THE ELEVATORS.**
- If the nearest exit is blocked by smoke, heat or fire go to an alternative exit.
- If all exits for a floor are blocked, go to the stairwell landing if safe if not go back to your room, close the door, and open the window.

After leaving the building, stand clear and follow directions from emergency personnel.
- **Helping individuals with physical disabilities**
  - Any person unable to evacuate or who needs assistance evacuating should proceed to the nearest stairwell. If it is unsafe to do so, remain in your residence. Emergency evacuation personnel will check stairwells and ensure emergency response and rescue personnel are notified if someone has taken refuge there.
  - Supervisory personnel are responsible for identifying and escorting individuals with disabilities located in their buildings to safety, if possible.
  - In any emergency requiring evacuation, do not panic, proceed as follows:
    - If you are on a building floor **WITHOUT** an exit that goes directly to the outside, and you hear a fire alarm, or are informed of an evacuation.
      - Go to a stairwell immediately.
      - Inform or ask someone (a building occupant or a floor monitor in particular), to alert the first arriving emergency responders of your presence and location.
      - Call 911 to ensure rescue personnel are notified of your location and your need for assistance to evacuate.
      - Provide the operator with your exact location, building name, floor and room numbers.
      - Give the phone number you are calling from.
      - If possible remain by the phone, police have radio contact with officers at the scene and will keep you informed of the situation.
      - The information you provide to the emergency operator will be relayed to emergency and rescue personnel arriving at the scene, who will assist in your safe evacuation, if circumstances warrant.
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**Preparation of the Annual Campus Security and Fire Report**

The University of Nebraska at Kearney Police Department (UNKPD) has final responsibility for the preparation and distribution of the University of Nebraska’s Annual Campus Security and Fire Safety Report (ASR), which is reviewed and updated annually as one cohesive document per the requirements of the federal law known as the Clery Act, outlined below. To ensure the ASR is accurate and comprehensive, the UPD uses its own records, as well as sends out formal requests for crime statistics and other necessary information to Campus Security Authorities (see description below) and any law enforcement agencies that have jurisdiction over non-campus property. While statistical requests are made, the agencies are not required to provide their statistics and so not all do, and some data is provided in a manner that does not provide adequate information for a statistical determination; all viable statistics that are provided are included in the crime numbers provided later in this report. The data is compiled and reviewed to ensure that no duplication takes place and incidents are appropriately categorized. All records concerning the completion of the ASR (crime reports, daily incident summaries, referrals for disciplinary action, copies of timely warnings, etc.) are maintained by the UNKPD. The ASR is completed and posted by October 1st of each year.

The ASR information is derived from the above resources and compiled to make one all-inclusive document by the Clery Coordinator who is a part of UNKPD.
**Glossary**

“Administrative Resolution” is at least one conference between the Conduct Officer and the Respondent and the Complainant to determine whether a student has violated the Code and to impose sanction(s), if warranted.

The term “Appeals Officer” means the person authorized by the Chancellor to determine on appeal whether the result of a formal hearing should be affirmed or modified.

“Clery Act Geography”

a. **Campus** – Any building or property owned or controlled by an institution 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. This includes residence halls and any building or property that is within or reasonably contiguous and owned by the institution but controlled by another person, is frequently used by students and supports the institutional purposes (such as food or retail vendors).

b. **Non-campus building or property** – Any building or property owned or controlled by a student organization that is officially recognized by the institution or 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. It is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.

c. **Public Property** –
   All public property, including thoroughfares, streets, sidewalks or parking facilities that is within the campus or immediately adjacent to and accessible from the campus.

The term “Code” means the UNK Student Code of Conduct.

The term “Conduct Officer” means a University official authorized by the Student Affairs Officer to investigate and determine whether or not the Code has been violated. The Conduct Officer may also engage in attempts at administrative resolution or preside at a formal hearing when University Suspension or Expulsion is not sought as a sanction against a student.

“Report” means a written or verbal statement by a person to a University official regarding allegations of sexual misconduct.

**Additional definitions are on pages 66-70.**