



# ANNUAL SECURITY

AND *Fire Safety Report*

—2024—



# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## WELCOME TO REGIS UNIVERSITY!

The Regis University Department of Campus Safety is the recognized security provider for Regis University. Members of the Department patrol the campus 24 hours a day, 365 days a year. The Department oversees matters relating to security at the Thornton campus as well as the Northwest Denver campus.

Campus Safety personnel provide a range of services such as documenting criminal activity, providing crime prevention and community safety training, overseeing the security of Regis buildings and facilities, and responding to calls for service from the Regis community. We strive to support the academic mission of the institution and uphold the Jesuit values by performing our jobs in an ethical, legal, moral, compassionate and proactive manner.

Campus Safety views itself as a partner with the University community and focuses its efforts on problem-solving and service-providing. Campus Safety maintains a relationship with our public-sector law enforcement, first responders and emergency management counterparts, supporting their function of protecting our community.

This Annual Security and Fire Safety Report (ASFSR) is provided to the community in the hope that our students, faculty, staff and the community at large will be more informed for having read it. We can be reached at (303) 458-4122 with any questions or concerns.

Ed Perez

Director of Campus Safety



# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## Table of Contents

A MESSAGE TO THE REGIS COMMUNITY .....	4
DEPARTMENT OF CAMPUS SAFETY SECURITY POLICY STATEMENT .....	4
SAFETY FEATURES ON THE NORTHWEST CAMPUS.....	7
SAFETY AND SECURITY FEATURES ON THE THORNTON CAMPUS .....	10
SECURITY AND SAFETY ACCESS TO CAMPUS FACILITIES NORTHWEST DENVER CAMPUS.....	11
NON-CAMPUS FACILITIES .....	13
WEAPONS POLICY .....	13
CRIME REPORTING PROCEDURES .....	14
CAMPUS SECURITY AUTHORITIES .....	15
RESPONSE TO REPORTS.....	16
RECORD KEEPING PROCEDURES .....	18
MISSING STUDENTS POLICY AND PROCEDURE .....	19
EDUCATION PROGRAMS .....	20
CAMPUS SAFETY CRIME PREVENTION INFORMATION ACTIVITIES.....	22
DRUG FREE SCHOOLS AND COMMUNITIES ACT.....	22
REGIS UNIVERSITY POLICY ON ALCOHOL AND DRUGS .....	23
VAWA POLICIES & PROCEDURES.....	33
REGIS UNIVERSITY’S DISCRIMINATION, SEXUAL MISCONDUCT AND RETALIATION POLICY .....	56
NON-DISCRIMINATION, SEX-BASED HARASSMENT, AND RETALIATION POLICY .....	69
IMMEDIATE EMERGENCY RESPONSE .....	96
EMERGENCY MANAGEMENT TESTS .....	97
EVACUATION DRILLS .....	97
EVACUATION PROCEDURES.....	98
CAMPUS SEX CRIMES PREVENTION ACT.....	108
CAMPUS CRIME STATISTICS.....	109
DENVER CAMPUS.....	113
CRIMINAL OFFENSES .....	113
ARREST AND JUDICIAL REFERRALS.....	115
Weapons   Drugs   Alcohol .....	115
VIOLENCE AGAINST WOMEN ACT.....	116

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

<b>THORNTON CAMPUS .....</b>	<b>118</b>
<b>CRIMINAL OFFENSES .....</b>	<b>118</b>
<b>ARRESTS AND JUDICIAL REFERRALS - WEAPONS   DRUGS   ALCOHOL .....</b>	<b>119</b>
<b>VIOLENCE AGAINST WOMAN ACT .....</b>	<b>120</b>
<b>FIRE SAFETY REPORT .....</b>	<b>122</b>
<b>DEFINITIONS .....</b>	<b>133</b>



# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## A MESSAGE TO THE REGIS COMMUNITY

The 2024 Annual Security and Fire Safety Report is provided to the community to assist in the effort to make our campuses safe places to learn, live and work.

Prepared and published by the Department of Campus Safety, this report complies with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), Title IX, and the Violence Against Women Act (VAWA) and is intended to disseminate important information to the University community. The report is prepared in collaboration with employees in various campus departments such as Academics and Student Affairs, Athletics, Title IX, Student Health, and Human Resources.

For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to all Campus Security Authorities (as defined by federal law).

All of the statistics are gathered, compiled, and reported to the University community via this report, which is published by the Department of Campus Safety. The Department of Campus Safety submits the annual crime statistics published in this report to the Department of Education (DoE). The statistical information gathered by the DoE is available to the public through the DoE website (<https://ope.ed.gov/campussafety/#/institution/list>).

This Report applies to both Regis University campuses, including the main campus (referred to as the Northwest Denver Campus), and the Thornton Campus.

**All policy statements in this Report apply to the Northwest Denver Campus the Thornton Campus unless otherwise stated in this Report.**

## DEPARTMENT OF CAMPUS SAFETY SECURITY POLICY STATEMENT

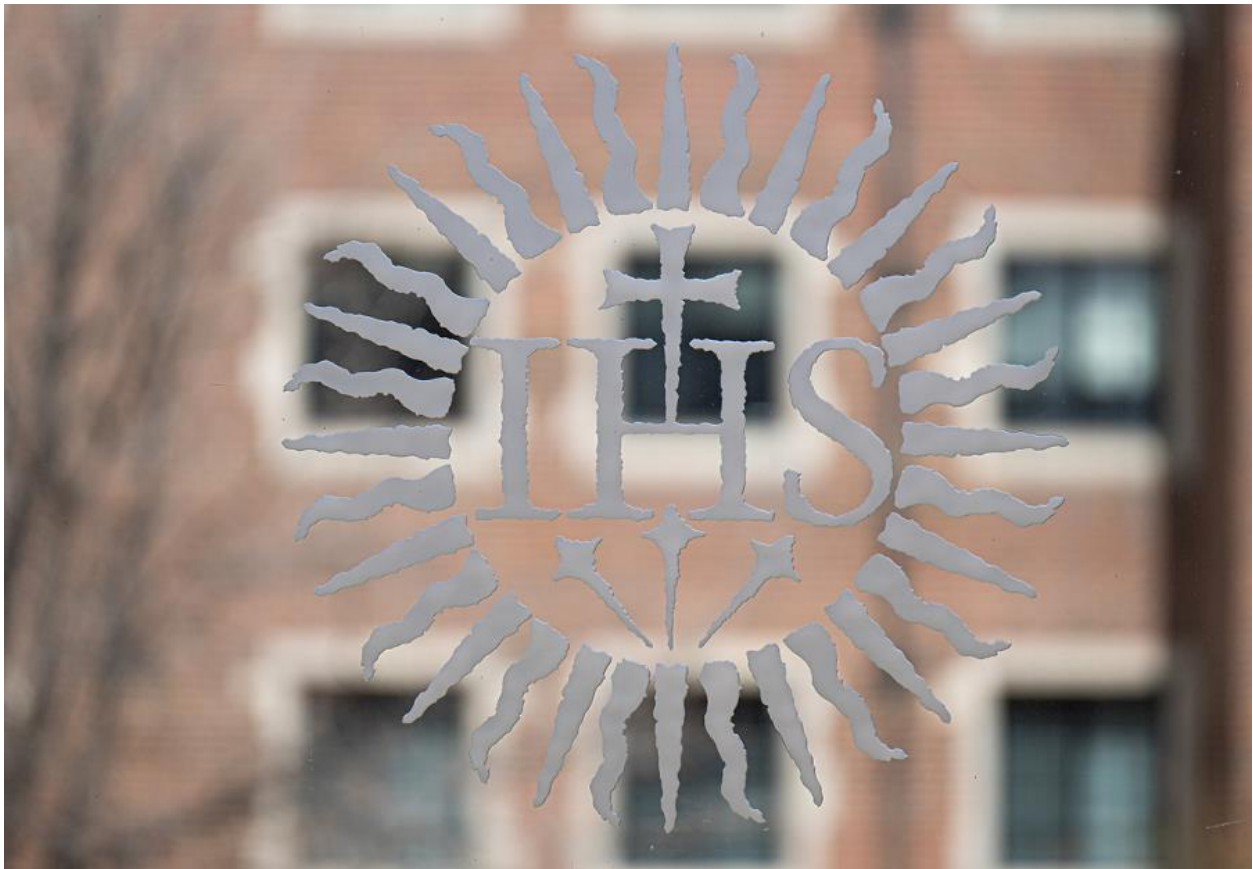
Regis University is committed to creating and maintaining an environment where individual and institutional responsibility combine to promote each student's complete development. For the University to achieve this goal within an atmosphere where the rights of its members are respected, it is necessary to establish policies that reflect the nature of a student community and its dynamics. Every member of the University community has equal rights and benefits in accordance with the expectation that each person has maturity, intelligence and concern for the rights of others. Only when a person demonstrates a lack of cooperation or respect for the rules and laws does the University, acting through its officials and judicial bodies, take disciplinary action and/or report the offense to local law enforcement agencies when appropriate. Behavior, whether attempted or committed, which is judged to be illegal or disruptive to the community atmosphere cannot be tolerated.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Regis University's Campus Safety personnel maintain Security Guard licenses from the City and County of Denver. The Campus Safety staff are not sworn peace officers and do not possess police powers. However, Campus Safety personnel may affect the detention of person(s) when that person has committed a crime in the presence of a Campus Safety Officer. Campus Safety may summon assistance from the Adams County Sheriff or the Denver Police Department when laws have been broken. The Northwest Denver campus lies within the jurisdiction of both the Denver Police Department and the Adams County Sheriff, and the appropriate agency will be contacted, depending upon where on campus the offense occurs. The Thornton Campus is under the jurisdiction of the Thornton Police Department. That agency will be contacted in regard to criminal offenses at that location. Campus Safety personnel have authority to enforce University policies as contained within *The Ranger Guide: The Official Student Handbook*. Authority to effect detentions comes from the Colorado Revised Statutes, 16-3-201- *Arrest by a Private Person*. In such instances, Denver Police or the Adams County Sheriff will be contacted for assistance and appropriate disposition of the individual or individuals involved.



# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

On the Northwest Denver Campus, the Campus Safety Department has jurisdiction on the core campus for areas that are owned or controlled by Regis University, which is indicated on the following map.



The Department of Campus Safety at the Northwest Denver Campus maintains a close working relationship with the Denver Police Department, Adams County Sheriff, Colorado Bureau of Investigations (CBI), and the Federal Bureau of Investigations (FBI).

Regis University may receive information from the local police agencies which monitor and record criminal activity involving students at non-campus locations which may be owned and controlled by the university or are officially recognized student organization locations.

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## MEMORANDUM OF UNDERSTANDING

Regis University does not have a written Memorandum of Understanding (MOU) with any police department regarding the investigation of alleged criminal incidents. If needed, Regis University will pursue an MOU with the local law enforcement agencies in which each campus is geographically located. At present, during emergencies or response to criminal activity, Campus Safety or the Campus Officials at the Thornton campus notify and work with the appropriate local police departments.

## SAFETY FEATURES ON THE NORTHWEST CAMPUS

Campus Safety security guards tour the Northwest Denver Campus patrol area 24-hours a day, seven days a week. Campus Safety personnel have jurisdiction within the Clery Act geographical boundaries for all facilities that are owned or controlled by Regis University on the Northwest Denver Campus as identified in the map on the previous page. The specific contact information for each local police department is located below. Campus Safety encourages the accurate and prompt reporting of all crimes and safety concerns to Campus Safety or other *Campus Security Authorities*, and to the appropriate police agency, when the victim of a crime elects to, or is able to make such a report. If the victim is unable to make a report to law enforcement due to injury or incapacitation, Campus Safety will notify law enforcement.

A Campus Security Authority (CSA) as defined in 34 CFR 668.46(a) as:

1. A campus police department or a campus security department of an institution.
2. Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (1) of this definition, such as an individual who is responsible for monitoring entrance into institutional property. An example is a student staff member who works in residential housing while they are on duty.
3. Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
4. An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings.

The Campus Safety office is located in West Hall, Suite 107. Administrative hours are 7:00 a.m. to 4:00 p.m. Monday through Friday. Campus Safety can be reached by calling (303) 458-4122 twenty-four hours a day.

Campus Safety personnel patrol the campus by vehicle, bicycle, golf cart, and on foot. Campus Safety staff members are trained in Cardiopulmonary Resuscitation (CPR), the operation of rescue chairs, and Automated External Defibrillators (AED). Campus Safety staff receive annual



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

training in the use of their less lethal weapons which are the collapsible baton and pepper spray. Attendance at other intermittent training sessions throughout each year consists of such topics as Title IX, Active Shooter response, Refuse to Be a Victim, and the Clery Act.

The Department of Campus Safety provides safety escorts 24 hours a day. Safety escorts are conducted anywhere on our Northwest Denver Campus within our Clery defined geography.

There are two law enforcement agencies that have jurisdiction over the Northwest Denver campus. The Denver Police Department and the Adams County Sheriff's Office are each responsible for law enforcement over separate parts of the Regis campus. Refer to the Patrol Jurisdiction Map, or the Northwest Denver Campus Geography Map found in the Crime Statistics portion of this report for boundaries of each law enforcement jurisdiction. Law enforcement responds to all incidents reported to them by students, staff, faculty, and members of the public. Law enforcement, fire or emergency medical services can be reached by dialing 911 from a campus phone. Regis University has upgraded to a system called 911 Inform. This system enables the 911 calls to simultaneously call the 911 operator and notify Campus Safety that a 911 call has been placed from a location on the Regis campus. Both departments have access to map locations of the campus, buildings, floors, and office space when called from a desk telephone. If a cell phone is used, the call will display a general location of the call on a map.

For non-emergency calls to the local law enforcement on the Northwest Denver and the Thornton campus, it is suggested that community members use the telephone numbers listed below

- Denver Police Department (District 1): 720-913-0400
- Adams County Sheriff (Dispatch): 303-288-1535
- Thornton Police Department 720-977-5020

It is the University's objective to monitor all campus residence halls by Residence Hall student staff during the academic year. Security cameras monitor each residence hall entry, exit doors, and elevator lobbies. Entrances to residence halls are kept locked and only the main entrances are accessible by the student's individual key card.

The Northwest Denver Campus can be reached by telephone by calling 1-800-388-2366. Courtesy (Blue Light) phones are also located in the entry areas on the east and west side of Main Hall, Garden level of Carroll Hall, St. Peter Claver Hall S. J. (Claver Hall) (west side and east sides of the building), South exterior side of the Student Center, and in each Residence Hall's main entry.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

For locations of call boxes, and Blue Light Phones, AEDs and Callboxes see the Safety Features Map at:

<https://www.regis.edu/documents/admissions/campus-map-nw-denver.pdf>

- Emergency call boxes are located throughout the Northwest Denver Campus. These devices enable the caller to speak directly to Campus Safety personnel.
- Emergency telephones are located on the north and south side of the hallways on all floors of the Pomponio Science Building which contact Campus Safety by telephone.
- Elevator emergency phones connect directly to an answering service that will contact the Fire Department and Campus Safety as needed.
- Automated Emergency Defibrillation Devices are located throughout the Northwest Denver campus. On most devices, when the device is removed from the cabinet, this activates both a local alarm and sends a notification to Campus Safety. The AEDs in the concession stands at the softball, baseball, and soccer fields are standalone devices and are available when the fields are in use.
  - Tourniquets have been placed inside each AED cabinet, and Campus Safety is trained in their use and application.
  - Narcan aerosols have also been inserted into each AED cabinet for use when needed.
- Rescue Assistance buttons are in David M. Clarke Hall S. J. (Clarke Hall), Student Center, DeSmet Hall, and Vincent J. Boryla Apartments (Boryla), and are in the elevator lobbies of all floors except for the first floor. These phones ring to an answering service which will assist the caller.
- Campus Safety security personnel are trained in the use, and deployment of the Emergency Rescue Chairs that are kept in Main Hall, the Student Center, Claver Hall, Clarke Hall, DeSmet Hall, and O'Connell Hall. Rescue chairs are used to aid people who are injured or handicapped or to assist such persons in evacuating a building in cases when the elevators are not functioning.
- **RU Alerts**
  - Emergency Notifications will be made by text, email, and voice, for situations that represent an immediate threat to the life or safety of the Regis Community.
  - Timely Warnings will be sent via email -- and sometimes by other platforms such as text and voice -- when an incident on or near campus represents a serious or continuing, but not an immediate threat.
- **RU Informed** messages are email messages sent to raise awareness of incidents that are important to the Regis community but do not rise to the level of an Emergency or Timely Warning Notifications. These messages may also be sent on other communication platforms as well.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### SAFETY AND SECURITY FEATURES ON THE THORNTON CAMPUS

Personnel at each campus works with the law enforcement agency with jurisdiction over that campus and with Campus Safety to assist in facilitating public safety services for that campus. Contact information for each local police department is located below.

At the Thornton Campus there is an Automated Emergency Defibrillation Device (A.E.D.) for emergency medical situations. Accompanying the AEDs are tourniquets and Narcan devices.

Regis University works with the local property owners at the Thornton Campus to maintain the campus facilities in a manner that minimizes hazardous and unsafe conditions. Parking lots and pathways are illuminated. University officials work closely with the property owner to address burned out lights promptly as well as malfunctioning door locks or other physical conditions to enhance security.

Campus officials conduct routine inspections of the Extension Campus facilities and work closely with contract security guards, where applicable, to monitor conditions and report any unusual circumstances.

RU Alerts and RU informed Notifications for the Northwest Denver Campus and the Thornton Campus are sent by the Department of Campus Safety.

The Thornton Police Department is responsible for public safety and response to law enforcement and emergency incidents at the Thornton campus. The Thornton Police Department has officers available 24 hours a day and can be reached by calling (720) 977-5020 from campus telephones. Emergency calls to 911 can be made on campus phones and you will be directed to the local 911 agency. Calls to 911 from cell phones can be made for any police, fire or EMS needed. The Thornton Police Department responds to all incidents reported by students, staff, faculty and members of the public.

The Thornton Campus has a part-time contract security guard who may summon assistance from the Thornton Police Department when laws have been broken. The security guard is on campus from 5:30 p.m. to 10:30 p.m., Monday through Thursday (except when the campus is closed) and at other hours requested by the campus administration. The security guard has an assigned position at the front desk and performs safety escorts and security and safety patrols on a routine basis of the areas within the building that are owned or controlled by Regis University. Authority to effect detentions comes from the Colorado Revised Statutes, *16-3-201 Arrest by a Private Person*. In such instances, the Thornton Police Department will be contacted for assistance and appropriate disposition by Thornton Police Department of the individual or individuals involved.

All students, staff, faculty, and visitors are encouraged to promptly report criminal incidents, accidents and other emergencies to the Thornton Police Department. People are encouraged to

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

report all Crimes to Campus Safety at, 303-458-4122. Once a crime is reported to Campus Safety a determination can be made to issue, or not to issue, an Emergency or Timely Warning Notification, to include the crime(s) into the Annual Security and Fire Safety Report for crime statistics, and to insert the crime into the Daily Crime Log and Fire Report as applicable.

Campus access hours for Thornton Campus are as follows:

**Monday - Thursday:** 9:00 a.m. – 10:00 p.m.

**Friday:** 9:00 a.m. – 5:00 p.m.

**Saturday:** 9:00 – 5:00 p.m.

**Sunday:** Closed.

## SECURITY AND SAFETY ACCESS TO CAMPUS FACILITIES NORTHWEST DENVER CAMPUS

The Northwest Denver campus facilities are accessible to authorized members of the public during business hours Monday through Friday. On weekends buildings and scheduled rooms are open to authorized members of the public. Areas that are not being used may be secured and/or alarmed by the Department of Campus Safety.

Residence Hall access is for authorized staff and residents who live in their assigned residential housing. Guest policies are regulated by the Office of the President for Student Affairs. Residents must use their issued swipe card keys for entry through the main entry doors of the residential facility where they live. Swipe card keys are coded to permit access only to the residence hall where the student lives. During the school year, the main door to each residence hall, except for the Boryla Apartments, is monitored by Housing Engagement and Student Life (HESL), on a schedule set by the HESL department. Solicitors are not allowed on campus. Non-Regis delivery or service staff are only permitted entry as required. Hall entry doors are on 24-hour lockdown. Boryla Apartments are accessible by proximity cards only.

In the spring of 2024 the University started an initiative to restrict access points to buildings on campus. What this means is that a limited number of doors on each building will be unlocked during business hours to permit access to the public. All other doors will be locked at all times. The reason for this is to limit the number of access points to assist in preventing unauthorized entry and to assist with securing the building during a critical incident such as an active shooter on campus. The buildings affected will be:

- Claver Hall
- Loyola Hall
- Coors Life Direction Center (LDC)
- Clarke Hall



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- Pomponio Science Building
- Carroll Hall
- Student Center

The doors that are determined will be **marked** and directions to the access point will be given.

- A prominent “Alert! No access...” sign bearing a QR code will be placed next to each locked entrance at the exterior of the building.
- The QR code will provide directions to the building’s designated entrances via a PDF map download.
- The contact number for Campus Safety will also be provided.

The Athletic Department manages the use and scheduling of all athletic fields throughout the academic and calendar year. The University reserves the right to restrict use by groups at its discretion. Alcoholic beverages are prohibited on the fields unless specifically permitted by contract agreement.

Regis University’s Physical Plant Department maintains campus facilities in a manner that minimizes hazardous and unsafe conditions. Parking lots and pathways are illuminated with lighting. The Department of Campus Safety works collaboratively with the Physical Plant Department to address concerns such as burned-out lights, malfunctioning door locks, or other safety and security deficiencies in a prompt manner.

When in operation, the Field House is open to the Regis community members Monday through Friday from 8 a.m. to 10 p.m. and is locked on the weekends, but is accessible by swipe cards. Operational hours of any field or building are subject to change pending any sports competitions or reservations by any outside entities.

Campus Safety personnel conduct security and safety patrols of the academic and administrative buildings on the Northwest Denver Campus to monitor conditions and respond and report any unusual circumstances. Housing staff monitors the residential facilities. The Campus Safety personnel conduct patrols in and around the residential halls. Students are encouraged to report criminal, suspicious or safety-related incidents to Campus Safety.

Regis has residential housing located in Adams County, which is situated on the north side of the Northwest Denver Campus and is part of our core campus. Crimes which occur in this residential housing are reported to Campus Safety, and when necessary to the Adams County Sheriff’s Department at (303) 288-1535.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### NON-CAMPUS FACILITIES

Non-campus facilities are any building or property owned or controlled by a student organization by a written agreement 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, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. In the event that a crime is committed at these locations, personnel at these non-campus locations are to call the police department in that jurisdiction. In all cases all members of the Regis Community are encouraged to also report crimes to the Department of Campus Safety or to another Campus Security Authority so that the crime can be evaluated for an RU Alert, RU Informed notifications, inclusion in the Daily Crime Log and in the Annual Security and Fire Safety Report.

### WEAPONS POLICY

Regis University endeavors to provide a safe working and learning environment. Therefore, the possession and use of weapons, firearms, explosives, fireworks, or other objects designed and/or used to inflict injury or damage (collectively "Weapon") are prohibited on University premises, property otherwise leased or controlled by the University including, but not limited to, offices, classrooms or residence halls, or at University sponsored activities without the express permission of the University. It is a violation of University policy to possess any weapon on University premises or at University sponsored activities, even if the bearer possesses a valid concealed weapons permit. However, certified law enforcement personnel in good standing may carry their department issued handgun or other weapons on campus if required by their responsibilities as a law enforcement officer.

Campus Safety personnel are permitted to carry and possess such less-lethal weapons as are issued to them by the University, provided that they have completed required training in the use of such less-lethal weapons.

This policy includes, but is not limited to, items that simulate weapons. The possession of less-lethal self-defense instruments (for example, pepper spray) by students, faculty, staff or visitors is permitted. However, the reckless use of such devices may be considered a violation of this policy and/or law.

Any plausible statement or evidence that a community member possesses a weapon may be responded to as an actual threat, whether or not evidence of a weapon exists.



# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## CRIME REPORTING PROCEDURES

### NORTHWEST DENVER CAMPUS

All members of the Regis community, guests, and visitors at the Northwest Denver Campus and at the Thornton Campus are encouraged to report emergency situations or instances of possible violations of law or University policies to the Department of Campus Safety. Primary responsibility for responding to such reports at the Northwest Denver Campus rests first with the Department of Campus Safety. Campus Safety's phone number is (303) 458-4122 and the Department can be emailed concerning non-emergency situations at [safety@regis.edu](mailto:safety@regis.edu). For the Northwest Denver Campus if assistance is needed from Denver Police Department their number is (District 1) (720) 913-0400 or on the Adams County portion of the University calls can be made to Adams County Sheriff's Office at (303) 288-1535. A person may also make a non-Emergency online report to the Department of Campus Safety at the link shown below. This link is also on the Campus Safety webpage.

<https://regisuniversity.omnigo.one/cesireportexec/OLR/Main.aspx>

When filling out the online report, it is not necessary to fill in every field, and the online report may be made anonymously.

### THORNTON CAMPUS



Crimes at the Thornton Campus may be reported to Campus Safety at (303) 458-4122, or to the Thornton Police Department that has jurisdiction over that campus.

The contact information for the Thornton Campus is as follows:

- Thornton Police Department (720) 977-5150

A person may also make a Non-Emergency online report to the Department of Campus Safety at the link listed below which is also on the Campus Safety webpage.

<https://regisuniversity.omnigo.one/cesireportexec/OLR/Main.aspx>

When filling out the online report, it is not necessary to fill in every field, and the online report may be made anonymously.

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## CAMPUS SECURITY AUTHORITIES

Campus Security Authorities (CSAs) are officials of Regis University who have significant responsibility for student and campus activities, and to whom crimes should be reported. An official is defined as any person who has the authority and the duty to act or respond to particular issues on behalf of the institution. Students and employees are encouraged to report criminal offenses designated within the *Jeanne Clery Act of 1990* for the purposes of making Emergency or Crime Alert notifications (when deemed necessary), entry into the *Daily Crime Log*, and inclusion in the statistical crime reporting in the Annual Security Report, and as applicable in the Fire Safety Report.

The designated crimes are:

1. Murder Non-negligent Manslaughter
2. Manslaughter by Negligence
3. Sexual Assaults
  - a. Rape
  - b. Fondling
  - c. Statutory rape
  - d. Incest
4. Robbery
5. Aggravated Assault
6. Burglary
7. Motor Vehicle Theft
8. Arson
9. Stalking
10. Domestic Violence
11. Dating Violence
12. Hate Crimes
  - a. Race
  - b. Religion
  - c. Gender
  - d. Gender Identity
  - e. Sexual Orientation
  - f. Ethnicity
  - g. National Origin
  - h. Disability
13. Liquor Law Violations
14. Drug Law Violations
15. Weapons Law Violation

We encourage all members of the community to immediately report *all* crimes or emergencies to the Department of Campus Safety as some crime may be related to the above-mentioned crimes.



# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## RESPONSE TO REPORTS

Reports that involve criminal activity of any type at the Northwest Denver Campus should be made to the Department of Campus Safety which can be reached at (303) 458-4122, 24 hours a day. The Department of Campus Safety either sends staff to make a report or the person reporting the incident may come to the Campus Safety office to file an incident report. For certain circumstances, the Campus Safety staff may request the person reporting the incident to come to the Campus Safety office to file a report. Campus Safety personnel will investigate or otherwise resolve reports made about incidents at the Northwest Denver Campus.

Campus Safety incident reports which appear to involve student misconduct are forwarded to the Director of Community Standards & Care for referral and review for policy and law violations. Additional information obtained for the investigation may be sent to the Dean of Students. If assistance is required from local law enforcement or the fire department, the Department of Campus Safety will contact the appropriate unit or agency.

If a sexual assault, domestic violence, dating violence or stalking is reported, the Campus Safety employee receiving the report will notify the Equal Opportunity & Title IX Coordinator, who will work with the victim to resolve the situation, including notifying law enforcement if requested by the victim. The exception to this rule applies to minors, and that under Colorado Law Title 19, Article 3, Part 3 Child Abuse and Neglect, § 19-3-307 Reporting Procedures state:

- (1) Reports of known or suspected child abuse or neglect made pursuant to this article *shall* be made immediately to the county department, the local law enforcement agency, or through the child abuse reporting hotline system as set forth in section 26-5-111, C.R.S., and shall be followed promptly by a written report prepared by those persons required to report. The county department shall submit a report of confirmed child abuse or neglect within sixty days of receipt of the report to the state department in a manner prescribed by the state department.

Hate crimes or incidents which appear to be bias-related will also be referred to the Title IX Coordinator. Under the Clery Act the following are reportable Hate Crimes:

Race	Religion	Gender	Gender Identity
Sexual Orientation	Ethnicity	National Origin	Disability

Reports that involve criminal activity of any type at the Extension Campus should be made to Campus Safety at (303) 458-4122. A campus official will answer calls for Extension Campus during operational hours. In response to a call at the Extension Campus, the campus official will take the required action, either by assisting the victim in contacting local law enforcement or

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

asking the victim to submit an incident report with Campus Safety. This report will be investigated and resolved by Campus Safety.

### **CONFIDENTIAL REPORTING**

Campus “Pastoral Counselors” and “Professional Counselors,” when acting as such, are not considered to be a campus security authority for Clery Act purposes and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, the professional counselors at Regis University are encouraged, if and when they deem it appropriate, to inform persons being counseled of the option to anonymously report crimes on a voluntary basis to Campus Safety.

#### Pastoral Counselor

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

#### Professional Counselor

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

Confidential resources are encouraged to inform victims, if deemed appropriate, to voluntarily report crimes to Campus Safety as an anonymous report for inclusion in the annual crime statistics. Only the date, time, location of the crime, and a description of the crime which is sufficient to classify the offense need to be reported in the Annual Security and Fire Safety Report. For example: On January 10, 2022, at about 10:00 p.m. an aggravated assault occurred on campus and in a residence hall.

When an individual wants to report a crime on a voluntary confidential basis, he or she may do so through the following departments:

- The University Ministry Office is located on the second floor of the Student Center and can be contacted at (303) 458-4153.
- The Office of Counseling and Personal Development is in the Coors Life Direction Center, room 114, and can be contacted at (303) 458-3558.
- The Office of Victim Advocacy & Violence Prevention under the provision Colorado state law (Colorado Revised Statute § 13-90-107 (K)), is in the Student Center, room 217A and can be contacted at (303) 964-5143.
  - For Clery Act purposes, the Victim Advocacy & Violence Prevention officer is a Campus Security Authority and reports to Campus Safety information as described above.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- Pastoral Counselors are designated confidential resources.

With such information, the University can keep an accurate record of the number of incidents involving students, faculty, staff, and visitors. The information provided may determine if there is a pattern of crime concerning a location, method, or suspect, that enables Campus Safety to evaluate if an alert to the campus community of potential dangers is warranted.

Regis community members, guests, and visitors who may be victims of, or witnesses to, criminal offenses are encouraged to accurately and promptly report situations that may involve safety concerns or criminal activity to the Department of Campus Safety.

Regis University cannot guarantee confidentiality on crimes that are reported to law enforcement as crimes reported to law enforcement fall under Colorado Revised Statutes; 24-72-203, which states that public records may be open to inspection unless prohibited by law. More information can be found at the following website:

[C.R.S. Title 24 Government - State](#)

## RECORD KEEPING PROCEDURES

### Daily Crime Log

The Department of Campus Safety maintains a Daily Crime Log for all criminal incidents that have occurred during the past 60 days on our defined Clery Act Geography at Northwest Denver Campus, Thornton Campus, and when appropriate, for incidents occurring at non-campus locations. The Daily Crime Log is maintained Monday through Friday except when the university is closed. The Daily Crime Log is publicly available for Clery Act reporting and disclosures, without the inclusion of personal identifying information about the victim, as defined in Public Law 117-103-Mar. 15, 2022, 136 STAT. 845 Section (B), page 797, of the Violence Against Women Act Reauthorization Act of 2022. Additionally, the Daily Crime Log is available for view online at:

<https://regisuniversity.app.box.com/s/2h0u179psew99bk39uaaqjav23ft5gsi>

### Fire Log

A Fire Log documents fires that have occurred in residential buildings at the Northwest Denver Campus and is maintained at the Department of Campus Safety office.

The Daily Crime Log and Fire Log track data for the most recent 60-day period, and are available to the public during normal business hours Monday through Friday, except when the university is closed. On the Northwest Denver Campus, a person may review these logs at the Campus Safety Office located at West Hall Suite 107. Hard copies or digital copies may be made available by request.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### MISSING STUDENTS POLICY AND PROCEDURE

This policy is for people who believe that a student residing in on-campus housing has been missing for 24 hours. They should immediately contact Campus Safety at (303) 458-4122 or the Director of Housing & Residential Engagement, Assistant Director, or the residence hall's Community Development Assistant (CDA). If a Housing and Residential Engagement team member or any member of the Regis University community, is notified of a potential missing person, they shall immediately notify the Department of Campus Safety. Once advised of a potentially missing student, Campus Safety will initiate an investigation to determine the student's status. Methods employed to determine if a student is missing may include but are not limited to; attempting to contact the student by telephone and e-mail information they have provided the University, retrieving their student ID photo, checking their class schedule, and attempting to contact them during class, their roommate, friends, and/or law enforcement.

Students living in campus housing will be informed annually that each student has the option to identify Missing Person contact information when they fill out a housing application to be notified by Regis University officials no later than 24 hours after the time the student is determined to be missing by the designated University. Officials authorized to make that determination (specifically, the Regis University Department of Campus Safety) or the local law enforcement agency in the jurisdiction in which the student went missing. Missing Person contacts are different from their Emergency Contact information which designates University officials who to notify in case they are missing. This contact person(s) can be, at the student's discretion, different from their emergency contact person(s), and shall be kept in confidence. Students are advised that their missing person contact information is confidential and that information will be accessible only to authorized campus officials, and it may not be disclosed, except to law enforcement personnel, in furtherance of a missing person investigation.

Students are advised that in the event a student under 18 years of age and not emancipated is reported missing, Campus officials must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student. Students are advised that for all missing students, Campus Safety will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

The procedures that the institution must follow when a student who resides in an on-campus student housing facility is determined to have been missing for 24 hours include:

- When a student who resides in an on-campus student housing facility is determined to have been missing for 24 hours, and if the student has designated a confidential missing contact person(s), that person(s) will be contacted within 24 hours.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- When a student who resides in an on-campus student housing facility is determined to have been missing for 24 hours, and if the student is under 18 years of age and is not emancipated, the student's custodial parent or guardian and any other designated contact person(s) must be contacted.
- When a student who resides in an on-campus student housing facility is determined to have been missing for 24 hours, regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, Campus Safety will inform the local law enforcement agency that has jurisdiction in the area where the student went missing within 24 hours, unless the local law enforcement agency was the entity that made the determination that the student is missing.

### EDUCATION PROGRAMS

Security awareness programs are designed to inform students and employees about campus security procedures and practices. Campus Security Authority (CSA) training is required once per calendar year for students, faculty and staff who have been designated as CSAs and will address the Clery Act crimes and crime reporting responsibilities.

The Human Resources Department conducts new employee orientation training in the areas of Sexual Harassment, Civil Rights Harassment, Violence-Free Workplace, and Harassment Prevention Training as needed.

Regis University may schedule ALICE (Alert, Lockdown, Inform, Counter, Evacuate) active shooter response training as needed when requested by students, staff, and faculty. Additionally, Campus Safety may also schedule Refuse To Be A Victim® as requested, which outlines strategies and techniques to keep an individual safe.

Flyers may be made available for information pertaining to RU Alerts, the University's text, phone, and email, for Emergency and Crime Alert notifications.

Campus Safety's website contains the Department of Homeland Security's "Run, Hide, Fight" video which addresses Active Shooter response. The website also contains other safety information such as locations of AEDs, call boxes, blue phones, and emergency phones that enable people to contact Campus Safety. Finally, there is an Emergency Preparedness Guide and Emergency and Crisis Management Response Guide which gives information about various critical incidents which may occur on campus. Links to these documents are shown below:

<https://www.regis.edu/documents/admissions/campus-map-nw-denver.pdf>

[regis-emergency-preparedness-guide.pdf](#)

[Classroom Emergency Guide 2024.02.09 \(regis.edu\)](#)

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

The above information is not an all-inclusive list. A common theme in these programs is to encourage students, staff and faculty to be responsible for their own security and the security of others.

The Regis RU Alert mass notification system is used to issue Clery Act Timely Warning Notifications, called “RU Alerts” at Regis University, about certain crimes that have occurred. Besides notifying the community of the crime, the alert also contains crime prevention information. The Campus Safety website also contains Safety Awareness and Violence Prevention Tips that are designed to inform students and employees about the prevention of crimes.

RU Alerts now available in Spanish, and in other languages. The Regis University Community can now opt to receive RU Alerts in Spanish and several other languages other than English. RU Alerts can now be delivered in many languages, such as:

Spanish, French, Chinese, Portuguese, Vietnamese, Korean, Irish, German, Arabic, and Russian.

### Security Awareness Programs that were offered to students, staff and faculty in the year 2023 at the Northwest Denver Campus:

Name of Program	Date(s)	Topic
Campus Security Authority Training (CSA)	8/11/2023 8/15/2024 8/16/2024	CSA Responsibilities
Refuse to Be A Victim	9/11/2024 9/18/2024 9/25/2024 11/30/2024	Situational Awareness
ALICE & Threat Assessment	4/30/2024 8/16/2024	Active Shooter Response
General Safety – Denver Police Department	9/5/2023 9/12/2023 9/19/2023 9/26/2023	Personal security and situational awareness

During the 2023-2024 academic year, RU offered 3 crime prevention and security awareness programs.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### CAMPUS SAFETY CRIME PREVENTION INFORMATION ACTIVITIES

In addition to RU Alerts, and RU informed notifications, Regis University may also utilize the following methods to keep the community informed of how to prevent crimes:

- OneRegis (the University's intranet website).
- Regis.edu
- Presentations in the residence halls by Campus Safety or other departments (Northwest Denver Campus only).
- Safety and security information posted in common areas, such as in the Student Center, classrooms, and lounges.
- Periodic memos alerting the community to safety issues.
- Broadcast messages via the campus RU Alert system by email, text alert, and voice messaging phone call.
- Presentations on personal safety and security at new student and new employee orientation. (Northwest Denver Campus only).
- Safety and security training for departments is available upon request.

### DRUG FREE SCHOOLS AND COMMUNITIES ACT

In compliance with the Drug Free Schools and Communities Act, Regis University publishes information regarding the University's educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and University policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for drugs and alcohol for students and employees. A complete description of these topics, as provided in the University's annual notification to students and employees, is available in the Drug and Alcohol Policy contained within this document. More information can be found at:

[Alcohol and Drugs Policy | Regis University](#)

Programs and resources offered to students, staff, and faculty by the Office of Counselling and Personal Development in **2023**

Name of Program	Date(s) Held	Location
Programming did not take place in 2023		

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## REGIS UNIVERSITY POLICY ON ALCOHOL AND DRUGS

### A. Alcohol and Drugs Policy

As an academic community deeply rooted in Catholic and Jesuit traditions, Regis University's policy on alcohol and drugs is centrally informed by our ethic of care and concern for the individual person and the welfare of our community members (*cura personalis*). Regis University is committed to providing a learning, living, and work environment for all members of its community of students, faculty, and staff that promotes adhering to personal standards and values that are socially responsible and develop the skills and leadership abilities necessary for distinguished professional performance and important contributions to the improvement of society. In pursuit of this mission, and consistent with the requirements of applicable law, including the federal *Drug-Free Schools and Communities Act* and the federal *Drug Free Workplace Act*, the University is committed to preventing the unlawful use of illegal and/or controlled substances, including marijuana, by students, faculty and staff, and to encourage and require lawful and responsible behavior regarding the consumption of alcoholic beverages. This policy, and the resources found in it, provide the framework for the University's commitment to these goals and reinforces the University's commitment to maintain an environment that is dedicated to the physical, emotional, spiritual and psychological development of our community members.

### Drug Policy

1. The University prohibits in or on any University Property or at any other location where a University-Sponsored Activity is conducted: (i) the actual or attempted unauthorized possession, use, distribution, sale or manufacture of any Controlled Substance; (ii) being impaired by any Controlled Substance; (iii) being under the influence of or testing positive for any Controlled Substance, except for a prescription medication taken in accordance with a prescription duly issued by the individual's licensed health care provider for treatment of a health condition (**Note, however, that marijuana, even prescribed for medical use, is prohibited under this policy. See paragraph C below.**); (iv) the actual or attempted possession, use, distribution, sale or manufacture of any Drug Paraphernalia; or (v) the actual or attempted possession or use of a hookah. The University also prohibits knowing presence where a Controlled Substance is being illegitimately consumed or is illegitimately present. As indicated by the definition of the term Controlled Substance shown above, these prohibitions cover marijuana, synthetic cannabinoids and prescription medication.
  - a. Any individual, including, but not limited to, any student, employee, contractor, agent, volunteer, or guest who violates this policy may be subject to applicable screening procedures and shall be subject to discipline, dismissal, exclusion, termination, arrest or citation, and referral by University officials for prosecution, as may be applicable. Also, any student who violates this policy may be required to complete a mandatory psychoeducational substance use program provided by either the University's Counseling Services or its Center for Counseling, Family and Play Therapy (CCFPT), or

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

through a pre-approved off-campus provider, as directed by the Associate Vice President for Student Affairs/Dean of Students, or their designee; any employee who violates this policy may be required to consult with appropriate counseling professionals through the Employee Assistance Program or the CCFPT, or through a pre-approved off-campus provider, as directed by the Associate Vice President of Human Resources or their designee.

- b. Students in certain academic programs may be subject to screening procedures required by the University or an affiliated experiential learning site for detection of Controlled Substances and/or alcoholic beverages as a condition to enrollment and continued matriculation in the program and participation in such related experiential education activities. For further information, please refer to the applicable procedures of the academic program in question.
- c. Despite its legal status and permitted medical and recreational uses under Colorado state law and the laws of other states, marijuana is still an illegal substance under federal law. The federal *Controlled Substances Act* includes marijuana as an Illegal Drug. Under the federal *Drug-Free Schools and Communities Act* and its implementing regulations, any college or university that receives funding from any federal program must have a program to prohibit the unlawful possession and use of illegal drugs, including marijuana. Failure to comply jeopardizes continued federal funding. As a recipient of federal funding that benefits many of its students, faculty and staff, the University's above-stated policy prohibiting the possession or use of controlled substances includes marijuana, regardless of the marijuana's form or method of consumption, and regardless of whether it is for recreational or medical use.

### C. Alcohol Policy

1. The University prohibits the possession, use, distribution, sale or manufacture of alcoholic beverages, except at such activities, or in such areas and in such a manner as may be specifically authorized by the University. Possession or use of alcoholic beverages by students, employees or guests in or on any University Property or at any University-Sponsored Activity is restricted to specifically designated University functions for individuals who may lawfully consume alcoholic beverages with proper identification under the applicable age limit in the jurisdiction where the alcoholic beverage is to be consumed.
  - a. Student organizations that seek to conduct a University-Sponsored Activity on or off campus that includes the service of alcoholic beverages must be granted prior approval by the Associate Vice President for Student Affairs/Dean of Students, or their designee. All other University-Sponsored Activities that include the service of alcoholic beverages must be granted prior approval by the Provost, or their designee (for academic-related units) or the appropriate Vice President, or their designee (for operations-related units). Additional security may be required to obtain such permission. Sponsors of social activities are expected to limit alcohol to moderate amounts and to keep the focus of the event on social interaction rather than alcohol consumption. Food and non-alcoholic beverages should be available at any event

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- where alcohol is served, and both ought to be served in equal proportions. Advertising for student-sponsored events that includes any reference to alcohol, or states or suggests that alcohol will be available at an event is prohibited.
- b. The age limit for the lawful consumption of alcoholic beverages in Colorado is 21 years of age or older. Residents of the University's Residence Halls (including Boryla Apartments) who are 21 years of age or older may possess and consume alcoholic beverages subject to the requirements stated below. Students and employees 21 years of age or older with proper identification may purchase and consume beer and or wine at Walker's Pub on the University's Northwest Denver Campus during designated hours of operation. Underage consumption of any alcoholic beverage on any University Property or at any University- Sponsored Activity is prohibited.
  - c. The University prohibits being intoxicated (i.e., being mentally and/or physically impaired due to the consumption of alcoholic beverages or drugs) in or on University Property or at any University-Sponsored Activity. The University also prohibits knowing presence where an alcoholic beverage is being illegitimately consumed or is present without the University's authorization. **Possession of an alcoholic beverage container, whether empty, full, or partially full, in any area of the University Residence Halls where any party is not of legal age is prohibited except as specifically authorized in designated areas.** Except as specifically authorized, no student or employee may possess or consume any alcoholic beverage in or on any University Property or at any University-Sponsored Activity.
  - d. Alcohol Policy for University Residence Halls (Including Boryla Apartments):
    - i. Possession and consumption of alcohol within the University Residence Halls (Including Boryla Hall) is strictly limited to beer/seltzers and wine. Other types and varieties of alcohol (including powder form) are prohibited including ready to drink beverages containing hard liquor/ spirits otherwise not allowed. Residents and their guests must be at least 21 years old in order to consume alcohol in any residential living unit. If any party in a residential living unit is under the age of 21, regardless if they are consuming alcohol or not, alcohol is prohibited in that living unit. Students or guests under the age of 21 are not permitted to possess or consume alcohol at any time.
    - ii. It is the responsibility of the 'of legal age' resident to determine that all guests or other residents are of legal age in order for alcohol to be permitted in the space. If no resident of a living unit is 21 years of age or older, no alcoholic beverages or containers may be present in that unit at any time.
    - iii. The consumption of alcohol may take place only inside the confines of the residential living unit. Open containers of alcohol may not be transported between residential units. A container is considered open once the manufacturer's seal has been broken.
  - e. The residents where alcohol is being consumed are responsible for the behavior of their guests under provisions of the Student Code of Conduct.
    - i. Large containers of alcohol such as kegs, party balls, garbage cans, drinking games and paraphernalia intended for the rapid consumption of large



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- amounts of alcohol (e.g., beer bong) are prohibited, regardless of age of consumers, or location, except as permitted by the University.
- ii. The maximum capacity for a social gathering is determined by the residential unit. These social gatherings must be entirely contained within the residence and comply with quiet and courtesy hour guidelines. Maximum Social gathering sizes are as follows: DeSmet, O'Connell, and West Halls, no more than six (6) persons in a room. Boryla, Ignatian Village, and Residential Village no more than twelve (12) persons per unit.
  - iii. Students must comply with all Colorado state laws regarding the purchase, serving, possession and consumption of alcoholic beverages.
  - iv. Display of alcohol containers - full, empty, or as decoration (e.g., visible in windows, on shelving, or for use in another way) is prohibited.
- f. Any individual, including, but not limited to, any student, employee, contractor, agent, volunteer or guest who violates this policy may be subject to applicable screening procedures and shall be subject to discipline, dismissal, exclusion, termination, arrest or citation, and referral by University officials for prosecution, as may be applicable. Also, any student who violates this policy may be required to complete a mandatory psychoeducational substance use program provided by either the University's Counseling Services or its CCFPT, or through a pre-approved off-campus provider, as directed by the Associate Vice President of Student Affairs/Dean of Students, or their designee; any employee who violates this policy may be required to consult with appropriate counseling professionals through the Employee Assistance Program or the CCFPT, or through a pre-approved off-campus provider, as directed by the Associate Vice President of Human Resources, or their designee.

### Required Disclosure after Formal Charge/Conviction

#### Student Disclosure

Any student formally cited or charged with violating a local, state or federal law pertaining to unlawful possession, use or distribution of any Controlled Substance, alcoholic beverage, and/or Drug Paraphernalia must notify the Associate Vice President of Student Affairs/Dean of Students, or their designee, in writing, no later than five calendar days after such citation or charge. Failure to comply with this notification requirement may result in immediate dismissal.

No later than 120 calendar days after receiving notification of such citation or charge from a student, the University shall:

1. Take action against the student, which may include any range of authorized disciplinary actions up to dismissal; and/or

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Require the student to complete a mandatory psychoeducational substance use program provided by either the University's Counseling Services or its CCFPT, or through a pre-approved off-campus provider, as directed by the Associate Vice President of Student Affairs/Dean of Students, or their designee.

If the student is authorized to work on a grant provided by the federal government at the time of the incident upon which the conviction is based, the University shall notify the agency that awarded the grant within 10 calendar days after receipt of such notification.

### **Employee Disclosure**

Any employee convicted of violating a local, state, or federal law pertaining to unlawful possession, use or distribution of any Controlled Substance, alcoholic beverage or Drug Paraphernalia must notify the Assistant Vice President of Human Resources, or their designee, in writing, no later than five calendar days after such conviction. Failure to comply with this notification requirement may result in immediate termination.

No later than 30 calendar days after receiving notification of such conviction from an employee, the University shall:

1. Take action against the employee, which may include any range of authorized disciplinary actions up to termination; and/ or
2. Require the employee to consult with appropriate counseling professionals through the Employee Assistance Program or the CCFPT, or through a pre-approved off-campus provider, as directed by the Associate Vice President of Human Resources, or their designee

If the employee is authorized to work on a grant provided by the federal government at the time of the incident upon which the conviction is based, the University shall notify the agency that awarded the grant within 10 calendar days after receipt of such notification.

### **D. General Provisions**

1. A conviction for violating a local, state, or federal law pertaining to unlawful possession, use or distribution of any Controlled Substance, alcoholic beverage or Drug Paraphernalia, or a violation of this policy that results in a disciplinary sanction may adversely affect an individual's eligibility for admission to a University academic program. For further information, please refer to the applicable admissions policy for the academic program in question.
2. Any action taken by the University against a student or employee for any violation of this Policy shall not prohibit, and may be in addition to any action lawfully taken by any other entity for a violation of that entity's similar policy related to drugs and/or alcoholic beverages committed by that student or employee at a University-Sponsored Activity. Furthermore, the University may rely, in whole or in part, on the other entity's

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

findings in determining whether to charge the student or employee with a violation of this Policy.

3. Any disciplinary action based on a violation of this policy on alcohol and drugs shall be conducted pursuant to the procedures applicable to such action, whether in the Community Standards process, the Nondiscrimination and Sexual Misconduct Policy, or the Human Resources Manual. In any disciplinary action where an actual or potential violation of this policy also involves an alleged violation of the University's policy on nondiscrimination and sexual misconduct, the procedures from the Nondiscrimination and Sexual Misconduct Policy shall control.
4. The application of this policy on alcohol and drugs may be affected by the Good Samaritan/Amnesty Policy or the amnesty policy applicable to a victim of sexual assault under the Nondiscrimination and Sexual Misconduct Policy. Refer to those policies for more information, both of which may be found in the Student Handbook.
5. The University shall, at least annually, distribute to each employee and each student who is taking one or more courses for any kind of academic credit at the University a copy or summary of this Policy.
6. The University will review this Policy and the related drug and alcohol programs at least biannually to determine their effectiveness, implement any indicated changes and ensure that sanctions are consistently. The University reserves the right to implement changes to this Policy at any time by approval of the University's President.

### Health Risks and Hazards Associated with Alcohol, Tobacco, and Illegal Drug Use

The following is a brief summary illustrating some of the health risks and hazards associated with alcohol and certain illegal drugs. This summary is not intended to be comprehensive. For more information concerning the dangers of alcohol and illegal drug use, you may want to consult your primary health care provider or a drug and alcohol rehabilitation counselor, or read information available from the National Institute on Alcohol Abuse and Alcoholism, [niaaa.nih.gov/publications/](http://niaaa.nih.gov/publications/), and the National Institute on Drug Abuse, [drugabuse.gov/publications](http://drugabuse.gov/publications).

1. **Alcohol and Other Depressants (barbiturates, sedatives and tranquilizers).** Addiction, accidents as a result of impaired ability and judgment, alcohol poisoning, overdose when used with other depressants, damage or impairment of vital organs, or if pregnant, damage to a developing fetus, heart and liver damage.
2. **Marijuana.** Impair short-term memory, thinking, and physical coordination. Can cause panic reactions and increase the risk of lung cancer and emphysema. Can interfere with judgment, attention span, concentration, and overall intellectual performance. Impairs driving ability. May cause psychological dependence and compromise the immune system.
3. **Cocaine.** Addiction, cardiovascular system damage including heart attack, brain damage, seizures, lung damage, severe depression, paranoia, and psychosis. Similar risks are associated with other stimulants, such as speed.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

4. **Nicotine.** Tobacco smoke contains many chemical compounds, some of which are known to cause cancer. Nicotine, which is a central nervous system stimulant, produces an increase in heart and respiration rates, blood pressure, adrenaline production and metabolism. People can rapidly become physically and psychologically dependent on tobacco. Compromises the immune system.
5. **Inhalants.** Inhalants are a diverse group of chemicals that easily evaporate and can cause intoxication when their vapors are inhaled. Most inhalants are central nervous system depressants. Use of these drugs slows down many body functions. High doses can cause severe breathing failure and sudden death. Chronic abuse of some of these chemicals can lead to irreversible liver damage and other health problems.
6. **Prescription Drug Abuse.** Adverse reactions, dependency, withdrawal, and overdose.

### Legal Risks Associated with Illegal Drug and Alcohol Use

The following is a brief summary illustrating some of the criminal sanctions for the unlawful possession, use and distribution of illegal drugs and alcohol. For a more comprehensive description of applicable criminal sanctions, you should refer to Title 18 of the Colorado Revised Statutes (C.R.S.) and Titles 18 and 21 of the United States Code. The following is for general informational purposes only and does not reflect all of the possible criminal sanctions under current law. If necessary, legal advice should be obtained from a licensed attorney.

#### E. Colorado Law

1. Uniform Controlled Substances Act of 1992, C.R.S. 18-18-101 et seq.
  - a. If you are charged and found guilty of being in possession of a controlled substance, the criminal sanctions will depend on, among other things, the substance involved. For example, cocaine is a Schedule II drug under CRS 18-18-204 (2) (a) (IV). A first conviction for possessing this Schedule II drug is a Class 4 felony, punishable by imprisonment from six months to one year and/or a fine of \$1,000 to \$100,000.
  - b. If you are charged and found guilty of distributing or selling a controlled substance, the criminal sanctions will depend on, among other things, the type and amount of substance involved. For example, heroin is a Schedule I drug under CRS 18-18-203 (2) (b) (XI). A first conviction for distributing not more than seven (7) grams of this Schedule I drug to an adult is a Class 3 felony, punishable by imprisonment from two years to four years and/or a fine of \$2,000 to \$500,000.
  - c. Being charged and found guilty of using a controlled substance (i.e., using a controlled substance which was not dispensed or under the direction of a person licensed or authorized by law to prescribe, dispense or administer it for a bona fide medical need), is a Level 2 misdemeanor, punishable either by no imprisonment and a \$50 fine or up to twelve (12) months of imprisonment and/or a \$750 fine.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- d. While Colorado law authorizes the limited use of marijuana for medical and recreational purposes, criminal sanctions still exist for marijuana possession and use in certain circumstances. For example, being charged and found guilty of possessing more than two (2) ounces of marijuana, but not more than six (6) ounces is a Level 2 drug misdemeanor punishable either by no imprisonment and a \$50 fine or up to twelve (12) months of imprisonment and/or a \$750 fine. Public consumption or use of marijuana is also prohibited and can result in criminal sanctions that can vary depending on the amount consumed or used
  - i. **NOTE, HOWEVER, THAT MARIJUANA IS AN ILLEGAL DRUG UNDER FEDERAL LAW, AND AS STATED IN PARAGRAPH C ABOVE, THE UNIVERSITY'S POLICY PROHIBITING THE POSSESSION OR USE OF CONTROLLED SUBSTANCES INCLUDES MARIJUANA, REGARDLESS OF THE MARIJUANA'S FORM OR METHOD OF CONSUMPTION, AND REGARDLESS OF WHETHER IT IS FOR RECREATIONAL OR MEDICAL USE.**
2. Underage Possession or Consumption of Alcohol
  - a. Being charged and convicted of possessing or consuming alcohol while under 21 years of age is a strict liability offense, and as a first offense is punishable by a fine of up to \$100 and/or completion of a government approved substance abuse education program.

### F. Federal Law

1. Federal law includes, among other things, comprehensive prohibitions on the manufacture, distribution and dispensing of Illegal Drugs. Depending on the nature of the prohibited activity and the type and quantity of Illegal Drugs involved, criminal sanctions can range from not less than ten (10) years to life imprisonment and/or fines of up to \$10,000,000 or more.

### Support Systems for Students

Support systems for students with alcohol or drug-related problems are encouraged to seek the Support System for Students help of the University's Counseling Services or its Center for Counseling, Family and Play Therapy. Their counseling staff are experienced in working with issues of substance use and abuse and can provide direct assistance, as well as provide information about off-campus assessments, treatment facilities and area support groups.

#### **NW Denver Campus**

#### **Counseling Services**

Coors Life Directions Center, Room 114

3333 Regis Blvd., F-12

Denver, CO 80221

303-458-3558

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## Thornton Campus

### Center for Counseling, Family and Play Therapy Regis University

500 E. 84<sup>th</sup> Ave., Suite B-12

Thornton, CO 80229

303-964-6295

## Support Systems for Employees

Employees needing assistance in addressing issues related to alcohol or drug use or abuse have available to them confidential and professional assessment, counseling and referral services through the Employee Assistance Program (EAP) and through the Center for Counseling, Family and Play Therapy. Information about the EAP is available through the EAP link on the Employee Benefits page in the Human Resources site in Workday.

### Center for Counseling and Family Therapy Regis University Thornton Campus

500 E. 84<sup>th</sup> Ave., Suite B-12 Thornton, CO 80229

303-964-6295

## Other Resources for Students and Employees

Denver Metro Area	
Greater Denver Area West Pines Behavioral Health 3400 Lutheran Parkway Wheat Ridge, CO 80033 303-467-4080 <a href="http://www.sclhealth.org/locations/west-pines/">www.sclhealth.org/locations/west-pines/</a>	Centennial Peaks Hospital 2255 S. 88 <sup>th</sup> Street Louisville, CO 80027 303-673-9990 <a href="http://www.centennialpeaks.com">www.centennialpeaks.com</a>
Independence House North Side 4300 Kalamath Street Denver, CO 80211 303.433.1306 <a href="http://www.ind-house.com/northside.html">www.ind-house.com/northside.html</a>	Serenity Education & Therapy 2525 S. Wadsworth Blvd. Lakewood, CO 80227 (303) 984-0590 <a href="http://www.serenityeducation.com">www.serenityeducation.com</a>
Center for Recovery, Inc. 2121 S. Oneida St. #412 Denver, CO 80224 303-694-7492 <a href="http://www.centerforrecovery.net">www.centerforrecovery.net</a>	Affordable Counseling Connection 8774 Yates Dr. Westminster, CO 80031 303-295-3326

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Catholic Charities Family Services 6240 Smith Rd. Denver, Co 80216 303-742-0828 www.ccdenver.org	Comitis Crisis Center 2178 Victor St. Aurora, CO 80045 720-859-7100 comitiscrisiscenter.org
Maria Droste Counseling Services 1355 S. Colorado Blvd. Denver, CO 80222 303-756-9052	People House, Inc. 3035 W. 25 <sup>th</sup> Ave. Denver, CO 80211 303-480-5130 / 303-525-3038
<b>Colorado Springs Area</b>	
Franciscan Community Counseling (2 locations) (719) 955-7008 community.stfrancis.org/	
Mount Saint Francis 7665 Assisi Heights Colorado Springs, CO 80919	Saint Francis Health Center 228 N. Cascade Colorado Springs, CO 80903

### B. Definitions

1. **Controlled Substance:** any drug or chemical whose manufacture, possession, use or distribution is regulated by government, including illegal drugs and prescription medications.
2. **Illegal Drug:** those drugs for which the manufacture, possession, use, or distribution is unlawful under the federal Controlled Substances Act (21 U.S.C. §§ 801 et seq.); marijuana is an illegal drug under that Act.
3. **Drug Paraphernalia:** any equipment, product or material of any kind that is used or is intended or designed for use in manufacturing, producing, processing, injecting, inhaling, or otherwise introducing into the human body an Illegal Drug and/or controlled substance.
4. **Screening Procedures:** a method or process commonly used to detect the improper use of a Controlled Substance or alcoholic beverage, which may include, among others: observations of behavior and/or appearance that are characteristic of misuse of a Controlled Substance or alcoholic beverage; random drug testing or drug testing based on reasonable suspicion, using a commonly applied testing method; and testing blood alcohol concentration (BAC) based on reasonable suspicion, using an evidential breath testing device, commonly known as a breathalyzer.
5. **University-Sponsored Activity/Activities:** any activity, whether or not conducted in or on University Property, sponsored, authorized, administered, and/or coordinated by or through the University or any of its colleges, schools,

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

departments or approved organizations and related to any University academic or co-curricular program, including, but not limited to, off-campus excursions and events, service learning activities, clinical learning experiences, study abroad, academic internships and externships, athletic events, social and recreational activities, religious services and events, and leadership functions.

6. **University Property:** Any real or personal property owned, leased, or operated by the University, including, but not limited to, any of the University's campuses, any of the University's off-campus properties providing residential accommodations for students, or any motor vehicle.

## VAWA POLICIES & PROCEDURES

The University prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking, as defined by the *Clery Act*. Toward that end, Regis University issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a University official.

In addition to enforcement activities, the University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to prevent and end dating violence, domestic violence, sexual assault and stalking that:

- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.
- Programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees.

Prevention and awareness campaigns are programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.

**DoV: Domestic Violence**

**DaV: Dating Violence**

**SA: Sexual Assault**

**S: Stalking**



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

The University offered the following *primary* prevention and awareness programs for all incoming students in **2023**.

Name of Program	Date(s) Held	Location Held	Prohibited Behavior
Vector	Throughout the year	Online	DoV, DaV, Sa, S

The University offered the following *ongoing* awareness and prevention programs for students in **2023**.

Name of Program	Date(s) Held	Location Held	Prohibited Behavior
Campus Safety Awareness Month	September 7, 2024 September 14, 2024 September 21, 2024 September 28, 2024	Main Hall 333 Claver Hall 315 Claver Hall 120	<ul style="list-style-type: none"> <li>• Violence Prevention</li> <li>• SA</li> </ul>
Title IX Reporting	September 6th September 8th September 12th September 13th September 14th September 15th September 28th September 29 <sup>th</sup> October 26, 2023	Various campus locations	DoV, DaV, Sa, S
Vector	Throughout the year	Online	DoV, DaV, Sa, S

The University offered the following *primary* prevention and awareness programs for all new employees in **2023**.

Name of Program	Date(s) Held		Location Held	Prohibited Behavior
	2023	2024		
New Employee Orientation	Jan 20 Feb 24 March 31 May 5 June 9 July 14 August 4 September 1 September 29	Jan 26 Feb 23 April 26 June 21 July 7 August 2	On Campus	Title IX <ul style="list-style-type: none"> <li>• Sexual Harassment</li> <li>• SA</li> </ul> Violence Prevention <ul style="list-style-type: none"> <li>• DaV</li> <li>• DoV</li> <li>• Sex Assault</li> </ul>

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

	October 27 November 17			
	January – December 2023		Online	<ul style="list-style-type: none"> <li>• DoV</li> <li>• DaV</li> <li>• SA</li> </ul>

The University offered the following primary prevention and *ongoing* awareness programs for employees **2023**.

Name of Program	Date(s) Held	Location Held	Prohibited Behavior
Campus Safety Awareness Month	September 7, 2024 September 14, 2024 September 21, 2024 September 28, 2024	Main Hall 333 Claver Hall 315 Claver Hall 120	<ul style="list-style-type: none"> <li>• Violence Prevention</li> <li>• SA</li> </ul>

Educational programming consists of primary prevention and awareness programs for all incoming students, new employees and new supervisors, as well as ongoing awareness and prevention campaigns for students and employees that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct.
- Uses definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking.
- Defines what behavior and actions constitute consent to sexual activity in the State of Colorado and using the definition of consent found in the Discrimination, Sexual Misconduct and Retaliation Policy, and the purposes for which the definition is used.
- Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
- Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

to promote safety and to help individuals and communities address conditions that facilitate violence.

- Information regarding:
  - procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in “Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault and Stalking Occurs” elsewhere in this document)
  - how the institution will protect the confidentiality of victims and other necessary parties (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  - existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  - and options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in “Assistance for Victims: Rights and Options” elsewhere in this document);
  - procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in “Adjudication of Violations” elsewhere in this document).

### HOW TO BE A SAFE 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.”<sup>1</sup> 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<sup>2</sup> of some ways to be an active bystander. Further information regarding bystander intervention may be found. If

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<sup>1</sup> Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles, 60*, 779-792.

<sup>2</sup> Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

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

### RISK REDUCTION

Risk reduction means options designed to decrease perpetration and bystander inaction and to increase empowerment for victims to promote safety and to help individuals and communities address conditions that facilitate violence.

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org))

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don't know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cash, uber, etc. money.
7. Don't allow yourself to be isolated with someone you don't trust or someone you don't



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

know.

8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated by the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
  - a. Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
  - b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
  - c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- d. Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

The University has developed educational campaigns for security awareness that consists of live presentations and the distribution of educational materials to new and existing students. The University also includes security information and materials during new employee orientation.

The University offered primary prevention, security and awareness programs in 2023, which contained the following information:

- A) Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs (as described in "Procedures for reporting a complaint" elsewhere in this document).
- B) How the institution will protect the confidentiality of victims and other necessary parties (as described in "Assistance for Victims: Rights and Options" elsewhere in this document).
- C) Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within and outside the institution.
- D) And in the community (as described in "Assistance for Victims: Rights and Options" elsewhere in this document).
- E) Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as described in "Assistance for Victims: Rights and Options" elsewhere in this document).
- F) Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking (as described in "Adjudication of Violations" elsewhere in this document).

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- G) How to address violent actions and intentions in accordance with the tactics presented in ALICE, Run, Hide, Fight, and Refuse To Be A Victim. To include general security and safety for campus activities.

### **ASSISTANCE FOR VICTIMS: RIGHTS & OPTIONS**

Regardless of whether a victim elects to pursue a criminal complaint, file a complaint through the Discrimination, Sexual Misconduct and Retaliation Policy 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 and additional resources.

Such written information will include:

- The procedures victims should follow if a crime of dating violence, domestic violence, sexual assault or stalking has occurred.
- Information about how the institution will protect the confidentiality of victims and other necessary parties.
- A statement that the institution will provide written notification to students and employees about victim services within the institution and in the larger community.
- A statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures, including academic, living, transportation, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations); and
- An explanation of the procedures for institutional disciplinary action.

### **RIGHTS OF VICTIMS AND THE INSTITUTION'S RESPONSIBILITIES FOR ORDERS OF PROTECTION, "NO CONTACT" ORDERS, RESTRAINING ORDERS, OR SIMILAR LAWFUL ORDERS ISSUED BY A CRIMINAL, CIVIL, OR TRIBAL COURT OR BY THE INSTITUTION**

In Colorado, a victim of domestic violence, dating violence, sexual assault or stalking can access information on victim's rights in the criminal justice system by visiting

[OVP: Victim Rights Act | Division of Criminal Justice \(colorado.gov\)](#)

Further, the University complies with Colorado law in recognizing orders of protection. Any person who obtains an order of protection from any US state should provide a copy to the Title

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

IX Coordinator. A complainant may then meet with the Title IX Coordinator to develop a safety plan, which is a plan for the University and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home, or others as determined by the University. The University cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services.

### FREQUENTLY ASKED QUESTIONS REGARDING PROTECTION ORDERS/RESTRAINING ORDERS IN COLORADO

What is a Civil Protection Order?

- Protection Orders, also known as restraining orders, are civil court orders to stop specific acts against protected individuals (called a “Protected Person”). A “Restrained Person” can be restrained from: contacting, harassing, injuring, intimidating, molesting, threatening, touching, stalking, sexually assaulting or abusing any Protected Person. A Restrained Person may also be prohibited from coming within a specified distance of a protected person or premise, such as the protected person’s home, school or place of employment.

How do I obtain a Civil Protection Order?

- Civil Protection Orders can be filed with the court in any county where the incident(s) occurred, or in any county where one of the parties resides, or in any county where one of the parties is employed. For more information on filing a protection order in Colorado, visit: [https://www.courts.state.co.us/Self\\_Help/protectionorders/](https://www.courts.state.co.us/Self_Help/protectionorders/)
- You may also seek assistance with filing a Protection Order from Regis University’s Victim Advocacy & Violence Prevention Program or from Project Safeguard, a local nonprofit. Please see Appendix E for program contact information. Should you file an order, you may provide a copy to Regis University’s Department of Campus Safety to assist with enforcement of the order on university property.

### PROTECTION ORDERS

Any survivor of domestic violence, sexual assault, or stalking, or any victim of violence or anyone in fear of personal harm may ask the court for a protection order.

**Temporary Protection Orders (TPO)** can be issued quickly, but do not go into effect until a party is served. With a TPO there is generally a time frame for serving (usually 2 weeks) before a continuance must be requested. With a TPO, a hearing will be scheduled to request that a

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Permanent Protection Order (PPO) is instituted. A PPO is permanent in the state of Colorado, though parties can request it to be modified or dismissed.

**Civil Protection Orders** do not have to be connected to a court case.

**Criminal Protection Orders** are in effect for the duration of criminal court proceedings, but expire once proceedings end. A PPO can still be requested at the end of criminal proceedings.

Local law enforcement has procedures to obtain an emergency protection order on your behalf when the courts are not open for regularly scheduled business. During normal business hours, please go to your county court to file for a protection order.

If you have a protection order, you are encouraged to provide a copy to Campus Safety, and the EO & Title IX Coordinator, so they can coordinate support and safety efforts, and assist in the enforcement of the order as directed by the court.

### **NO CONTACT DIRECTIVE**

The University may issue an institutional No Contact Directive (NCD) if deemed appropriate or at the request of the victim or accused. If the University receives a report that such an institutional no contact order has been violated, the University will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

To request a no contact order, the victim or accused can contact the Equal Opportunity & Title IX Coordinator via phone, email, or in person. The Equal Opportunity & Title IX Coordinator contact information is:

Brittany Gates  
Phone: 303-964-6435  
Email: Bgates001@regis.edu  
[titleix@regis.edu](mailto:titleix@regis.edu)

The Equal Opportunity & Title IX Coordinator will review the request, explain the functions and limitations of the no contact order, and put no contact orders in place when appropriate.

### **RIGHTS AND OPTIONS FOR VICTIMS/SURVIVORS THROUGH THE UNIVERSITY**

There are a number of options and rights that victims/survivors have available to them should they choose to report sexual misconduct to their school. These include:

- Inform victim/survivor of available grievance procedures, how to file a formal complaint within the institution, provide a clear and complete explanation of the complaint process, provide information on the protocol for reporting to campus police, provide the police protocol once information is received, and provide information on reporting the incident to the Office of Civil Rights.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- Provide appropriate referral (with victim/survivor's permission) to the Campus office responsible for investigation of employee sexual misconduct, if the perpetrator is a faculty or staff member.
- Ensure victim/survivor knows that their identity will remain confidential unless they are willing to reveal identity through a formal complaint. Discuss the institution's confidentiality policy, reporting requirements, and opportunity for anonymous reporting.
- Provide an anonymous report of the incident, date and location for Clery Act reporting (the Clery Act is a federal law that requires anonymous statistical reporting of a number of crimes, including sexual misconduct. The numbers appear in this annual crime report).
- Discussing potential educational support interim actions for students who may have experienced sexual misconduct. Support and interim actions may include, but are not limited to, changes in course enrollment, support with on-campus transportation, or financial aid. Students may contact the Dean of Students Office with questions regarding support and interim actions.

### **PRESERVING EVIDENCE**

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 or she nevertheless should consider speaking with Campus Safety or other law enforcement to preserve evidence in the event that the victim decides to report the incident to law enforcement or the University at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

### **ACCOMMODATIONS AND PROTECTIVE MEASURES AVAILABLE FOR VICTIMS**

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Regis University will provide written notification to students and employees about accommodations available to them, including academic, living, transportation, protective orders and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

At the victim's request, and to the extent of the victim's cooperation and consent, university offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

available, a victim may be offered changes to academic, living, working, protective measures or transportation situations regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

To request changes to academic, living, transportation and/or working situations or protective measures, a victim who is a student should contact the Title IX Coordinator at:

Brittany Gates  
Phone: 303-964-6435  
Email: [Bgates001@regis.edu](mailto:Bgates001@regis.edu)  
[titleix@regis.edu](mailto:titleix@regis.edu)

For employee requests to request changes to academic, living, transportation and/or working situations or protective measures, a victim who is an employee should contact the Human Resources at:

Julie Tacker  
3333 Regis Boulevard  
Clarke Hall 269  
Denver, CO. 80221-1099  
Telephone: (303) 964-6005  
[jtacker@regis.edu](mailto:jtacker@regis.edu)

### **ON AND OFF CAMPUS SERVICES FOR VICTIMS**

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Regis University will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement.

These resources include the following:

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### On-Campus Resources

ON CAMPUS	Type of Services Available	Service Provider	Contact Information
Student Health Center	Medical, referrals, immunizations, laboratory services	Regis University Student Health Center	303-458-3558
Counseling and Mental Health Students	Safe and accepting environment to understand and develop effective strategies for handling mental health crises and persisting problems	Regis University Office of Counseling and Personal Development	303-458-3558
Mental Health Employees	The University provides an Employee Assistance Program that helps employees and members of their households deal with personal issues in a confidential and safe environment	Regis University Human Resources	303-458-4161
Victim Advocacy	Advocacy support services include assistance reporting to the school and/or police at the survivor's request, safety planning, court accompaniment, emotional support.	Victim Advocacy and Violence Prevention	303-458-4029
Visa and Immigration Assistance	Information, resources, and forms	Regis University	303-458-4900
Student Financial Aid	Financial assistance	Regis University	303-458-4126
Legal Counsel	Legal assistance	Regis University	303-964-5387

### **Privileged and Confidential Resources:**

- Office of Counseling and Personal Development: (303) 458-3507
- University Ministry and Jesuits: (303) 458-4153
- Assistant Director of Victim Advocacy & Violence Prevention (complainants in sexual misconduct cases): (303) 458-4029
- Center for Counseling and Family Therapy, Thornton Campus: (303) 964-6295
- Student Health Services: (303) 458-3558
- Benefits eligible employees may be eligible to use the Employee Assistance Program.

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## Non-Confidential Resources:

- Campus Safety: (303) 458-4122
- EO & Title IX Coordinator: Brittany Gates (303) 964-6435
- Interim Director of Human Resources: Julie Tacker (303) 458-6005
- Office of Diversity, Equity and Inclusive Excellence: (303) 964-5301
- Residence Life & Housing: (303) 458-4991
- Student Disability Services: (303) 458-4941

## Financial Support:

- Financial Aid Counselors, Clarke Hall Room 143: (303) 458-4126
- Financial support for students may be available through the Student Emergency Fund. Please request assistance via e-mail to: [studentaffairs@regis.edu](mailto:studentaffairs@regis.edu).

## OFF-CAMPUS RESOURCES

### Local Community Agencies:

- The Blue Bench: (303) 322-7273 [www.thebluebench.org](http://www.thebluebench.org)
  - *24/7 support and advocacy for survivors of sexual assault. (Serves Denver and surrounding counties--metro area).*
- Rose Andom Center (720) 337-4400 <http://roseandomcenter.org>
  - *Provides an array of services to victims and families experiencing relationship violence, including counseling, civil legal support, criminal justice information and more. M-F 8AM-5PM. (Serves those affected by victimization in the City and County of Denver).*
- The Center for Trauma & Resilience (303) 894-8000 [www.traumahealth.org](http://www.traumahealth.org)
  - *Provides 24/7 services to individuals who have been the victim of a crime. (Serves those affected by crime in Denver).*
- Safe House Denver: (303) 318-9989 <https://safehouse-denver.org/>
  - *24/7 services for individuals experiencing domestic violence and stalking. (Serves Denver).*
- Women In Crisis—The Family Tree: (303) 420-6752  
<http://www.thefamilytree.org/en/domestic-violence-services/106>

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- *Provides 24/7 services to individuals experiencing relationship violence and stalking. (Serves Jefferson County and surrounding areas).*
- Gateway Domestic Violence Services: (303) 343-1851 [www.gateway2.org](http://www.gateway2.org)
  - *Provides 24/7 services to individuals experiencing relationship violence and stalking. (Serves Arapahoe County).*

### **National Resources:**

- National Domestic Violence Hotline (24/7): (800) 799-7233
  - [www.thehotline.org](http://www.thehotline.org)
- Rape, Abuse, & Incest National Network (RAINN) (24/7): (800) 656-4673
  - [www.rainn.org](http://www.rainn.org)
- Stalking Resource Center:
  - <http://victimsofcrime.org/our-programs/stalking-resource-center>
- National Suicide Prevention Lifeline: 1 (800) 273-TALK (8255)
  - <https://suicidepreventionlifeline.org/>

### **Legal Resources:**

- Legal Information Network of Colorado (720) 583-2929 [www.coloradolinc.org](http://www.coloradolinc.org)
  - *Provides confidential, no-cost comprehensive legal information services to victims of crime. (Serves the Denver metro area).*
- Denver's Protection Order Courtroom is located in Denver's City and County Building: 1437 Bannock Street, Courtroom 170: (720) 865-7275
- Project Safeguard (303) 219-7049 <https://psghelps.org/>
  - *Legal advocacy and support for individuals seeking protection orders for domestic violence and stalking through the courts. (Serves Denver, Adams, Arapahoe and Broomfield Counties).*
- Colorado Legal Services <http://coloradolegalservices.org/>
  - *Statewide, pro-bono civil legal services for low income individuals. (Serves individuals in the state of Colorado).*
- Rocky Mountain Victim Law Center (303) 295-2001
  - *Statewide legal representation for victims of violent crimes pursuing the criminal justice system. (Serves individuals in the state of Colorado).*



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- Mi Gente VAWA Legal Solutions (303) 894-8000 <http://traumahealth.org/programs/mi-gente-vawa-legal-solutions-2/>
  - *Provides legal assistance to immigrants wishing to obtain a VAWA designation and/or U-visa (Serves individuals impacted by crime in Denver).*
- Rocky Mountain Immigrant Advocacy Network (303) 433-2812 <http://www.rmian.org/>
  - *Provides free legal services related to immigration. (Serves individuals in the state of Colorado).*

### **PROCEDURES VICTIMS SHOULD FOLLOW IF A CRIME OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING OCCURS**

#### **What should I do immediately after experiencing domestic violence, dating violence, sexual assault or stalking?**

1. Get to a safe location. Dial 911 or Campus Safety at (303) 458-4122 to assist with safety and medical concerns.
2. Contact someone you trust for support. Be aware that some staff members, faculty, and your RA will need to report some information you share with them. If you would like confidential and privileged support, please contact:
  - a. Assistant Director of Victim Advocacy & Violence Prevention (303) 458-4029
  - b. Office of Counseling and Personal Development: (303) 458-3558
  - c. University Ministry: (303) 458-4153
  - d. Blue Bench 24-Hour Hotline: (303) 322-7273
3. Consider seeking medical attention. It is best to seek out a hospital or emergency room with a Sexual Assault Nurse Examiner (SANE) program.
4. At SANE program locations, you have the option to receive a medical forensic examination, even if you do not want to report the incident to law enforcement at the time. Any collected evidence will be preserved for at least two years, in case you decide to report to the police at a later date.
5. Regardless of your choice to receive a medical forensic exam, it is important to seek medical attention in order to treat injuries and exposure to Sexually Transmitted Infections (STIs). Testing for possible drugs used to facilitate a sexual assault may also be available.

#### Hospitals with SANE/SAFE Exams:

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- Denver Health Medical Center: 777 Bannock Street, Denver, CO 80204; (303) 436-6000
- St. Anthony Hospitals
  - St. Anthony Hospital: 11600 W. 2<sup>nd</sup> Place, Lakewood, CO 80228; (720) 321-0000
  - St. Anthony North Health Campus: 14300 Orchard Parkway Westminster, CO 80023; (720) 627-0000
- Porter Adventist Hospital: 2525 S. Downing Street, Denver, CO 80210; (303) 778-1955
- Littleton Adventist Hospital: 7700 S Broadway, Littleton, CO 80122; (303) 730-8900
- For transportation assistance for SANE exams contact Campus Safety: (303) 458-4122

### HOW CAN I BEST PRESERVE ANY EVIDENCE OF SEXUAL ASSAULT?

For investigative purposes it is important to preserving evidence, such as clothing, sheets, text messages, social media messages, or other communication is helpful if you are considering an investigation, criminal case or obtaining a protection order or may assist in proving that the alleged criminal offense occurred. Though your first thought may be to dispose of these items or to shower, hold onto the evidence and wait to shower until after the SANE/SAFE exam. Most importantly, even if you decide to shower or dispose of evidence, you still have the option to report to the police and evidence may still be collected. In addition:

- Go as soon as possible, preferably within the next 72 hours to the nearest local hospital with an appropriate Sexual Assault Nurse Examiner program (SANE). You have the option to complete a medical forensic exam to collect evidence, evaluate and treat injuries and/or receive preventative care for Sexually Transmitted Infections (STIs). At SANE program locations, you have the option to receive a medical forensic examination, even if you do not want to report the incident to law enforcement at the time. Any collected evidence will be preserved for at least two years, in case you decide to report to the police at a later date. *See a complete list of hospitals with SANE programs that can provide the exam in the section: "On and Off Campus Services for Victims"*
- The University has signed an agreement with a local transportation service and will give you a voucher that you can use to get to the hospital and to come back to campus, if appropriate. Campus Safety, Residence Life staff, Student Health Services or the Assistant Director of Victim Advocacy & Violence Prevention are able to assist you.
- If you have changed your clothes since the assault, bring the clothing you had at the time of the assault to the hospital in a paper grocery bag or wrap them in a clean sheet (do not use plastic bags). The Hospital will request to collect the clothes you were wearing as evidence.
- If you want to preserve the evidence of a sexual assault, try not to:

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- Bathe or shower
- Brush your teeth
- Use the restroom
- Change clothes
- Comb hair
- Clean up the area where the assault occurred
- Move anything the respondent may have touched. You may also consider preserving text messages and/or other electronic communications with the respondent. They may serve as evidence in your case.
- Even if you choose to do these things (like shower) evidence may still be collected, and you are encouraged to seek assistance accordingly.

### HOW CAN I BEST PRESERVE ANY EVIDENCE OF DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING?

Properly documenting all incidents is important to illustrate a pattern of behavior necessary for an investigation or for obtaining a Civil Protection Order. A victim advocate or advisor may assist you with gathering all relevant information. You may consider:

1. Keeping an incident or behavior log to document stalking or relationship violence. An example of a log can be found here:

<https://www.stalkingawareness.org/wp-content/uploads/2021/09/Campus-Stalking-LogInstructions.pdf>

2. Contacting witnesses who saw the stalking behavior, abuse, or your injuries. These individuals may testify in your hearing.
3. Preserve evidence and documentation of stalking or abuse, including:
  - Text messages, e-mails, social media content and other screenshots;
  - Copies of police reports or medical reports;
  - Photographs of injuries, damage to objects or other items within your residence;
  - Threatening voicemails or other audio/video; and
  - Anything else that might help the judge make a decision.

### INVOLVEMENT OF LAW ENFORCEMENT AND CAMPUS AUTHORITIES

Complainants and witnesses have the option to report or decline to report all incidents of domestic violence, dating violence, sexual assault and stalking to law enforcement. An investigation conducted by the University is distinct from any investigation conducted by law enforcement. Therefore, if an individual wishes to pursue options in the criminal justice system, a report should be made to law enforcement in the location where the crime occurred. A

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

student or employee may be assisted with making a police report by the EO & Title IX Coordinator, a Deputy EO & Title IX Coordinator, the Assistant Director of Victim Advocacy & Violence Prevention or Campus Safety. (INSERT CONTACT INFORMATION FOR THESE OFFICES. Law enforcement can be reached by calling 911. To file a police report the victim or with the assistance of a CSA contacts the perspective law enforcement agency, explains the reason for the call and request to file a complaint. The law enforcement department may respond to the campus or may direct the person to file a report online through their department – if that process is available. In some instances, the victim may report to the police department directly and file the complaint.

The phone numbers for local police agencies with jurisdiction over Regis University campuses are (INSERT A DESCRIPTION OF WHAT IS INVOLVED WITH MAKING A REPORT TO LAW ENFORCEMENT):

- Campus Safety: (303) 458-4122

To make a report to Campus Safety a community member may contact Campus Safety in which Campus Safety personnel may respond to the incident of the crime, or a report can be made over the phone, email, or the use of Campus Safety's Online Reporting for non-emergencies only which is found at:

<https://regisuniversity.omnigo.one/cesireportexec/OLR/Main.aspx>

- Title IX Coordinator: (303) 964-6435
- Deputy Title IX Coordinators
  - Kate Whalen, Associate Athletics Director: (303) 458-4071
- Assistant Director of Victim Advocacy & Violence Prevention: (303) 458-4029
- Denver Police Department: (720) 913-2000

To report a crime to the Denver Police Department a community member may call 911 or the above non-emergency number. The Denver police may respond to the scene or be directed to make an online report at:

<https://www.denvergov.org/content/denvergov/en/police-department.html>

- Thornton Police Department: (720) 977-5150

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

To report a crime to the Thornton Police Department a community member may call 911 or the above non-emergency number. The Thornton police may respond to the scene or be directed to make an online report at:

<https://www.thorntonco.gov/public-safety/police-department/Pages/crime-reporting.aspx>

### **REPORTING INCIDENTS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING**

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 Coordinator:

Brittany Gates  
Telephone: (303) 964-6435  
Email: [titleix@regis.edu](mailto:titleix@regis.edu)  
[bgates001@regis.edu](mailto:bgates001@regis.edu)

A person may contact by calling, writing, coming into the office to report in person, and Campus Safety (if the victim so desires.) Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Safety will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges.

### **PROCEDURES THE UNIVERSITY WILL FOLLOW WHEN A CRIME OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING IS REPORTED**

The University has procedures in place that serve to be sensitive to complainants who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, protective orders, transportation and working accommodations, if reasonably available. The University will make such accommodations, if the complainant requests them and if they are reasonably available, regardless of whether the complainant chooses to report the crime to local law enforcement or pursue a complaint on campus. Accommodations can be requested verbally or in writing to:

Brittany Gates – EO & Title IX Coordinator  
Telephone: (303) 964-6435  
Email: [titleix@regis.edu](mailto:titleix@regis.edu)



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

[bgates@regis.edu](mailto:bgates@regis.edu)

If a report of domestic violence, dating violence, sexual assault or stalking is reported to Regis University, below are the procedures that the University will follow.

Incident Being Reported	Procedure Institution Will Follow
<b>Domestic violence</b> <b>Dating Violence</b> <b>Sexual Assault</b> <b>Stalking</b>	<ol style="list-style-type: none"><li>1. Regis University will provide referrals for medical care, if appropriate</li><li>2. Regis University will assess immediate safety needs of complainant</li><li>3. Regis University will assist complainant with contacting local police if complainant requests and provide the complainant with contact information for local police department</li><li>4. Regis University will provide complainant with referrals to on and off campus mental health providers</li><li>5. Regis University will assess need to implement interim or long-term protective measures, if appropriate.</li><li>6. Regis University will provide the victim with a written explanation of the victim’s rights and options</li><li>7. Regis University will issue a “No Contact Order” to the accused party if requested and deemed appropriate</li><li>8. Regis University will provide written instructions on how to apply for a Civil Protection Order</li><li>9. Regis University will provide written information to complainant on how to preserve evidence</li><li>10. Regis University will provide a copy of the policy applicable to domestic violence, dating violence, sexual assault and stalking to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution</li><li>11. Regis University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is</li><li>12. Regis University will take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</li></ol>

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## Confidentiality

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. For example, publicly available record-keeping for purposes of *Clery Act* reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 U.S.C. 1395 (a) (20). 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 Log* or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Any student or employee, regardless of whether you are a victim, may request that directory information on file be removed from public sources by request by either contacting the Title IX Coordinator (for employees) and/or Enrollment Services (students).

Regardless of whether a victim has opted-out of allowing the University to share “directory information,” personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures.

## **ADJUDICATION OF VAWA VIOLATIONS**

The university’s disciplinary process includes a prompt, fair, and impartial process from the initial investigation to the final result. In all instances, the process will be conducted in a manner that is consistent with the Regis University Discrimination, Sexual Misconduct, and Retaliation Policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60-90 days of the report. However, each proceeding allows for Extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. University officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are annually trained on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, basic procedural rules for conducting a

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

proceeding and avoiding actual, perceived conflicts of interest and a disciplinary process that protects the safety of the victim and promotes accountability. Furthermore, the policy provides that:

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present.
2. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meeting and hearings.
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused.
4. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The University will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, an advisor cannot be an individual who is also a witness in the investigation. The role of the advisor and the extent to which an advisor can participate in an investigation or appeal is limited to a supportive role. The advisor may not participate in the interview or other part of the process, s/he may not advocate or speak for the complainant or respondent, cross-examine witnesses, or address the decision maker. Witnesses other than the complainant or respondent are not entitled to an advisor of their choice. Complainants and respondents are encouraged to inform the EO & Title IX Coordinator of the identity of an advisor as soon as possible and at least two (2) business days before the date of any meeting or investigative proceeding where the advisor will be in attendance. The parties' choice of an advisor or their availability for a meeting cannot delay the investigation. An attorney may be an advisor but not act as an attorney representing a party or speak on the party's behalf. These procedures are entirely administrative in nature and are not considered legal proceedings. The investigator may remove an advisor or anyone disrupting the meeting. These rights and restrictions extend to both a complainant and respondent.
5. The accuser and the accused will be notified simultaneously, in writing, of the any initial, interim and final decision of any disciplinary proceeding, including any applicable sanctions and the rationale for the result and the sanctions; and
6. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Whether or not criminal charges are filed, a person may file a complaint under the Regis University Discrimination, Sexual Misconduct, and Retaliation Policy.

### Types of Disciplinary Proceedings Utilized in Cases of Alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking

## REGIS UNIVERSITY'S DISCRIMINATION, SEXUAL MISCONDUCT AND RETALIATION POLICY

**Note:** This policy is effective for all reports until July 31, 2024.

Excerpts of the Policy and Procedure follow in this section. The full Policy can be found at:

<https://www.regis.edu/policies/discrimination-sexual-misconduct-retaliation>

The full Procedure can be found at:

<https://www.regis.edu/policies/sexual-misconduct-process-procedure>

Regis University ("Regis") is committed to providing equal access to a learning and work environment free from unlawful discrimination, harassment, and retaliation. Regis Policy prohibits University community members from engaging in unlawful discrimination and harassment on the basis of race, color, national origin, sex (including sexual harassment, sexual violence, sexual assault, sexual exploitation, intimate partner violence, or stalking) gender, disability, age, religion, veteran status, marital status, pregnancy, parental status, gender identity, gender expression, sexual orientation, genetic information or any other legally protected status ["protected class"] in any of its policies, programs, admissions or activities. In addition, it prohibits retaliation against any individual involved in Regis process to report, investigate, or ameliorate an allegation discrimination, harassment, or retaliation ("prohibited conduct"). Regis will endeavor to take immediate and appropriate corrective action necessary to prevent, end, or ameliorate the effects of prohibited conduct. Regis has designated a Title IX Coordinator who is responsible for coordinating the response to allegations:

Brittany Gates  
Equal Opportunity & Title IX Coordinator  
Telephone: 303-964-6435  
Email: [titleix@regis.edu](mailto:titleix@regis.edu)  
[bgates@regis.edu](mailto:bgates@regis.edu)

**Scope.** This Policy is applicable with respect to University employment, delivery of and participation in education, programming, benefits, and admission. It applies to programs or activities, in the United States, whether such programs or activities occur on-campus or off-

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

campus. This includes locations, events, or circumstances wherein Regis exercises substantial control over the individuals involved in the allegations, and the context in which the conduct occurs. Regis University may address conduct that falls outside the above geographic jurisdiction through other relevant policies or codes of conduct.

**Policy.** It is the policy of Regis to comply with relevant laws regarding reporting, investigating, and ending prohibited conduct occurring in its educational programs. Regis will follow its investigative and grievance procedures applicable to the reported allegation and, if necessary, discipline those who violate policy as necessary, up to and including separation from the institution.

### Community Responsibilities

**All Community Members.** It is the responsibility of every member of the University community to foster an environment free from Discrimination, Harassment, Sexual Misconduct, and Retaliation.

**Employees.** All Regis University Employees (except for Privileged and Confidential Resources) are considered Responsible Employees and are required to promptly report any knowledge of prohibited conduct based on the above listed protected classes.

**Student Employees.** Student employees, including graduate assistants and teaching assistants, are required to promptly report allegations of prohibited conduct that is discovered within the course and scope of their University employment.

**Students.** Students are encouraged to report knowledge of prohibited conduct.

### Reporting Options

**Choice.** An alleged victim of discrimination, harassment, sexual misconduct, or retaliation has the right to choose whether to report to the University themselves.

**Amnesty.** Sometimes, complainants or witnesses are hesitant to report to University officials or participate in resolution processes because they fear that they themselves may be accused of policy violations, such as underage drinking at the time of the incident. To encourage good faith reporting, Regis University pursues a policy of offering reporting parties and witnesses amnesty from minor policy violations related to the incident, such as personal consumption of drugs or alcohol. While a complainant can choose not to report allegations of prohibited conduct, please be aware that the University cannot take action to address situations if not notified or otherwise made aware of an incident(s). Voluntary use of drugs or alcohol is never a valid defense to a violation of this policy.

**Reporting to Regis.** Any person may report prohibited conduct. Reporting parties are encouraged to provide as much detail as is available. The University's ability to respond to



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

anonymous or insufficient reports may be limited. Reports can be made in the following ways:

**Online reporting:** Reports can be made on the Equal Opportunity & Title IX Website: [https://cm.maxient.com/reportingform.php?RegisUniv&layout\\_id=4](https://cm.maxient.com/reportingform.php?RegisUniv&layout_id=4)

**Anonymous reporting:** Anonymous reporting can be made through the Bias Incident Report Form ([https://cm.maxient.com/reportingform.php?RegisUniv&layout\\_id=4](https://cm.maxient.com/reportingform.php?RegisUniv&layout_id=4)) with the omission of identifying information. Responsible Employees may not file anonymously.

**By mail or in person:** 3333 Regis Boulevard B-4 Main Hall 133 Denver, CO 80221-1099

**By phone:** 303-964-6435

**By E-mail:** [titleix@regis.edu](mailto:titleix@regis.edu)

**Reporting to Campus Safety.** All crimes and safety issues that occur on campus can also be reported to Campus Safety:

West Hall Suite 107  
3333 Regis Blvd.  
Denver, CO. 80221  
303.458.4122  
[safety@regis.edu](mailto:safety@regis.edu)

Online reporting – to include anonymous reporting (exclude personal identifying information)

<https://regisuniversity.omnigo.one/cesireportexec/OLR/Main.aspx>

**Reporting to Law Enforcement.** Complainants and witnesses have the option to report or decline to report all incidents of sexual misconduct and other incidents of discrimination and harassment to law enforcement. An investigation conducted by the University is distinct from any investigation conducted by law enforcement. An investigation conducted by the University flows from the University's obligation under Title VI, VII, IX and related federal and state laws to ensure that it is providing a safe environment for all community members. Therefore, if an individual wish to pursue options in the criminal justice system, a report should be made to law enforcement in the location where the crime occurred. A student or employee may be assisted with making a police report by the EO & Title IX Coordinator, a Deputy EO & Title IX Coordinator, the Assistant Director of Victim Advocacy & Violence Prevention or Campus Safety.

**Privileged or Confidential Resources.** There are confidential resources on campus who are not required to report prohibited conduct to the Title IX Coordinator or law enforcement unless there is a statutory duty to do so, such as instances of child abuse and neglect or threats of

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

homicide or suicide. The employees who are not required to report incidents of prohibited conduct to Regis include:

- Office of Counseling and Personal Development Counselors and Staff
- Jesuits and those studying to become a Jesuit (when acting in the capacity as a Jesuit)
- University Ministry Staff (excluding peer ministers)
- Assistant Director of Victim Advocacy & Violence Prevention
- Student Health Services Providers and Staff

**Accommodations:** All parties to a Regis process who require a reasonable accommodation due to disability have the right to request such accommodation through:

### For Employees:

Human Resources  
3333 Regis Blvd., Clarke Hall, Suite 269, Denver, CO 80221-1099  
Phone: 303-458-4161  
[hrinfo@regis.edu](mailto:hrinfo@regis.edu)

### For Students:

Student Disability Services  
3333 Regis Blvd., G- 18, Clarke Hall, Denver, CO 80221-1099  
Phone: 303-458- 4941  
[disability@regis.edu](mailto:disability@regis.edu)

## DEFINITIONS

**Actual Knowledge.** Actual knowledge means notice of sexual harassment or allegations of sexual harassment to Regis's Title IX Coordinator or any official of the recipient who has authority to institute corrective measures on behalf of Regis.

**Formal Complaint.** A document filed by a Complainant or signed by the Title IX Coordinator alleging prohibited conduct against a Respondent and requesting that Regis investigate the allegation. A Formal Complaint can be submitted to the EO & Title IX Coordinator through any means listed in this policy.

**Complainant.** A Complainant is an individual who is alleged to be the victim of conduct that could constitute discrimination, harassment, sexual misconduct, or retaliation.

**Respondent.** A Respondent is an individual who has been reported to be the perpetrator of conduct that could constitute discrimination, harassment, sexual misconduct, or retaliation.

**Discrimination** is any distinction, preference, advantage for or detriment to an individual compared to others that is based upon an individual's actual or perceived protected class. The

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

conduct must be so objectively offensive as to alter the conditions of the individual's employment or educational experience.

**Harassment** is unwelcome conduct based on an actual or perceived protected class and the conduct is severe, persistent, or pervasive enough to create either a hostile environment or denies or limits a person's ability to participate in or benefit from University programs or activities. Harassment may occur in the following ways:

**Quid pro Quo:** When offensive conduct becomes a condition of the continued employment, advancement, or an education environment;

**Hostile Environment:** The determination of whether an environment is "hostile" includes whether it is based on a protected class and the totality of the circumstances.

**Sexual Misconduct.** Sexual Misconduct is an umbrella term that includes (but is not limited to) Sexual Harassment, Nonconsensual Sexual Contact, Nonconsensual Sexual Penetration, Sexual Exploitation, Intimate Partner Violence, and Stalking, and any sexual conduct that takes place without consent of the parties involved.

**Consent. The state of Colorado defines consent as** cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent. Submission under the influence of fear shall not constitute consent. Regis University uses an affirmative consent standard when determining if there was consent to engage in sexual activity of any kind. Consent is defined as the affirmative, actively given, unambiguous and voluntary agreement to engage in a specific sexual activity during a sexual encounter. To obtain consent, a clear "yes," verbal or otherwise, is necessary. Consent cannot be inferred from the absence of a "no." A current or previous relationship is not sufficient to constitute consent. A person under the influence of fear cannot give consent. Consent may never be given by a minor under the age of 15, or by a minor under the age of 18 in certain situations depending on the ages of both parties and in instances where the adult is in a position of trust. Consent cannot be given by an individual who is asleep, or by and individual who is mentally or physically incapacitated either through the effect of drugs or alcohol or for any other reason. Consent may also not be given by an individual who was under duress, threat, coercion, or force.

**Coercion.** Coercion occurs when an individual is pressured, psychologically or emotionally manipulated, tricked, threatened, or forced in a nonphysical way, to engage in unwanted sexual activity. Coercion occurs when an individual is caused to believe that sex is owed to another person because of that person's position of authority or based on the parties' relationship. Coercion can involve persistent attempts to have sexual contact after an individual has already refused to engage in sexual activity.

**Incapacitation.** Incapacitation is a state where a person lacks the ability to make rational reasonable decisions including an inability to understand the who, what, when, where, why or

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

how of sexual activity, or an inability to fully understand the details of sexual interaction. Incapacity can result from alcohol or drug consumption, illness, unconsciousness, blackout, sleep, mental disability, and other circumstances. Sexual activity with someone who one should know to be - or based on the circumstances should reasonably have known to be - mentally or physically incapacitated.

**Force.** Force includes the use of physical violence, abuse of power, threats, intimidation, and/or coercion in order to engage in sexual activity without a person's consent and against a person's will.

**Sexual Harassment.** Conduct on the basis of sex that satisfies one or more of the following:

1. An employee of Regis conditioning the provision of an aid, benefit, or service of the recipient on an individual's participation in unwanted sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the educational program or activity; or
3. Sexual assault, dating violence, domestic violence, or stalking.

**Nonconsensual Sexual Contact.** An intentional act of sexual touching, however slight, with any body part or object by a person upon a person that is without consent and/or by force, or during a period of incapacitation that can be reasonably construed as being for the purposes of sexual arousal, gratification, or abuse.

**Nonconsensual Sexual Penetration.** An act of sexual penetration (anal, oral, or genital), however slight with any body part or object, or, sexual intercourse by a person upon a person that is without consent and/or by force.

**Sexual Exploitation.** Refers to a situation in which a person takes non-consensual or abusive sexual advantage of another, and that behavior does not otherwise fall within the definitions of Sexual Harassment, Nonconsensual Sexual Penetration or Nonconsensual Sexual Contact. Sexual exploitation includes, but is not limited to, sexual voyeurism invasion of sexual privacy, taking and/or distributing pictures, video, or audio recording of a sexual act, or any other private activity without the consent of all involved in the activity, prostitution, exposing one's genitals in non-consensual circumstances, administering alcohol or drugs to another person without his or her knowledge or consent.

**Intimate Partner Violence.** Intimate Partner Violence (IPV), often referred to as relationship violence, domestic, and dating violence includes any act of violence or threatened act of violence when used as a method of coercion, control, punishment, intimidation or revenge against a person with whom the individual was previously or is currently involved in a sexual, romantic, parenting or dating relationship. This includes relationships between spouses, former spouses, past or present unmarried couples, dating relationships and sexual partners. IPV includes, but is not limited to, physical violence, emotional abuse, financial abuse and other

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

forms of sexual misconduct (stalking, nonconsensual sexual contact, nonconsensual sexual penetration and sexual exploitation). IPV includes threats, assault, property damage, violence or threat of violence to one's self, or to family, friends, coworkers or pets of the sexual or romantic partner. IPV may consist of one act of misconduct or an ongoing pattern of behavior.

**Stalking.** Engaging in a course of conduct directed at a specific person that is unwelcome and would cause a reasonable person to feel fear or suffer emotional distress.

- 1. Course of Conduct:** Two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- 2. Emotional distress:** mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- 3. Reasonable person:** A reasonable person under similar circumstances and with similar identities to the complainant.

**Retaliation.** Any intentional action taken by any party to a complaint or report or allied third party that harms an individual as reprisal for being party to a complaint or report under this policy or participating in a civil rights complaint proceeding.

**Procedure.** Excerpts of the Procedure related to the Discrimination, Sexual Misconduct, and Retaliation Policy follow. The full procedure can be found at:

<https://www.regis.edu/policies/non-discrimination-sexual-misconduct-retaliation-policy-procedure>

**Report.** The submission of any disclosure in part or in full of Discrimination, Sexual Misconduct, or Retaliation to the EO and Title IX Coordinator or Deputy EO & Title IX Coordinators.

### DECISION

- i. The Decision Maker(s) are selected from a pool of trained professionals and serve to review reports, materials, facilitate live hearings, and make determinations of whether or not policy has been violated, and if so, what sanctions should be applied.
  - Sexual Misconduct Process Administrators, including Decision Makers, receive annual training on issues related to dating violence, domestic violence (intimate partner violence), sexual assault, stalking, and how to conduct investigations and facilitate hearing processes that is designed to protect safety of all parties, and promote accountability and an equitable process.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- ii. Decision Maker(s) will make a determination regarding responsibility applying the preponderance of the evidence standard and provide that determination in writing to parties simultaneously.
- iii. The Decision Maker(s) will determine sanction when appropriate. Sanctions will be imposed immediately as dated in the decision letter.
- iv. Parties have the ability to file for an Appeal of the decision as described in Regis University Appeal of Discrimination, Sexual Misconduct, and Retaliation Procedure.

**Actual Knowledge.** Actual knowledge means notice of sexual harassment or allegations of sexual harassment to Regis's Title IX Coordinator or any official of the recipient who has authority to institute corrective measures on behalf of Regis.

**Preliminary Inquiry.** The EO & Title IX Coordinator or designee will conduct a preliminary inquiry to determine whether there is evidence that the allegations, assuming the alleged facts to be true, would rise to the level of a violation of our policies, and therefore, warrant a full investigation. If formal investigation is not warranted, the EO & Title IX Coordinator will either close the matter without further review or work with parties for alternative resolutions.

**Supportive Measures.** Supportive Measures can be requested and facilitated with or without a Formal Complaint to any party. Supportive measures are individualized services and supports that are reasonably available, non-punitive, non-disciplinary, and not unreasonably burdensome to any party. Supportive Measures are designed to ensure equal educational access, protect safety, and/or deter any continuation of any conduct included in this policy. Supportive measures are implemented to address safety concerns; minimize the impact of the alleged conduct on involved parties; be temporary, pending the results of an investigation, or may become permanent as determined by Regis.

**Informal Resolution.** If both parties are willing and it is deemed appropriate by the University, Informal Resolution can be available for complaints sexual misconduct and parties may voluntarily seek resolution of a complaint informally. An informal resolution must be agreed upon by both parties. Informal resolutions may involve, but are not limited to, mediation, educational programming, and/or direct communication.

**Formal Complaint.** A Formal Complaint is a document filed by a complainant or signed by the Equal Opportunity and Title IX Coordinator alleging sexual harassment against a Respondent and requests that the allegations be investigated. A Formal Complaint can be submitted via electronic submission, or paper submission that includes a physical, digital signature, or otherwise indicates that the Complainant is the person filing the Formal Complaint. At the time of filing a Formal Complaint, a complainant must be participating in or attempting to participate in the education program or activity of the recipient with which the formal complaint is filed.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

**Investigation.** If, following a Preliminary Inquiry, the EO & Title IX Coordinator or designee determines an investigation should proceed, Regis will conduct a fair, impartial and prompt investigation. Regis will provide written notice to the parties regarding the status of the investigation at each stage, upon request, and if and when an extension is needed.

**Right to an Advisor.** The parties may each have up to 2 Advisors of their choice present with them for all meetings and interviews within the resolution process, if they so choose. The parties may select whomever they wish to serve as their Advisor as long as the Advisor is eligible and available. Regis University may permit parties to have more than one Advisor upon special request to the Title IX Coordinator. The decision to grant this request is at the sole discretion of the Title IX Coordinator and will be granted equitably to all parties.

**Hearing.** A Formal Complaint alleging a violation of Sexual Misconduct per the Regis University Discrimination, Sexual Misconduct, and Retaliation Policy, when resulting in an Investigation will culminate in a Live Hearing.

**Questions.** At the Live Hearing, the Decision Maker(s) will ask questions and must permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility.

**Recording & Party Isolation.** All Live Hearings will be audio recorded. Audio recordings or transcripts will be available to the parties for inspection and review. At the request of either party, Regis University must provide for the live hearing to occur with the parties located in separate rooms with technology enabling the decision maker(s) and parties to simultaneously see and hear the party or the witness answering the questions. Hearing may be conducted with all parties physically present in the same geographic location, or virtually.

**Discipline & Sanctions.** Being found responsible for a violation of this policy will result in disciplinary action up to and including termination or expulsion. Discipline and sanctions are decided by the decision-making body. The decision-making body reserves the right to broaden or lessen any range of recommended sanctions in the case of serious mitigating circumstances or egregiously offensive behavior. Neither the initial hearing officers nor any appeals body or officer will deviate from the range of recommended sanctions unless compelling justification exists to do so. Decisions are made with consideration of the severity of the incident, and any previous disciplinary violations. Possible sanctions Dating Violence, Domestic Violence, Stalking and Sexual Assault include but are not limited to:

- Oral or written reprimand;
- Required attendance at a harassment/discrimination sensitivity program;
- Oral or written warning;
- Loss of salary or benefits or demotion;

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- Transfer or change of job, class, residential assignment, or location, including removing the person from being in a position to retaliate or further harass or discriminate against the complainant.
- Suspension, probation, termination, dismissal, expulsion, or removal from campus; or
- Other actions Regis University deems appropriate under the circumstances including termination of contractual arrangements with the University.

**Appeal.** Complainants and Respondents have the right to appeal. The decision of the Appellate Officer is final, and there are no other levels of appeal in this process. Grounds for appeal are:

1. A procedural irregularity occurred that significantly impacts the outcome of the hearing decision;
2. The sanction imposed is grossly disproportionate to the offense (including any consideration of the respondent's prior offenses);
3. Title IX personnel had a conflict of interest or bias that affected the outcome of the hearing decision;
4. Newly discovered evidence could affect the outcome of the matter if presented

**Process Timeline.** Regis University endeavors to keep reasonably prompt time frames for this process and all of its components. The average process takes between 60 to 90 days. If the process needs to exceed the timeline for good cause, the complainant and respondent will receive written notice of the delay or extension. Good cause for delay may include but is not limited to considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

### 1. How to File a Disciplinary Complaint Under this Policy

A victim or survivor may initiate disciplinary action through the submission of a formal complaint in writing via their university email address or the Bias Incident Reporting Form. The Bias Incident Reporting Form, The Discrimination, Sexual Misconduct, and Retaliation Policy and Procedures can be found on the [Regis University Equal Opportunity and Title IX Webpage](#)

### 2. How the University Determines Whether This Policy will be Used

The EO & Title IX Coordinator or designee will conduct a preliminary inquiry to determine whether the allegations, assuming the alleged facts to be true, would rise to the level of a violation of our policies, and therefore, warrant a full investigation. If formal investigation is not warranted, the EO & Title IX Coordinator will either close the matter without further review or work with parties for alternative resolutions.

### 3. Steps in the Disciplinary Process

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Regis must investigate the allegations in any formal complaint. It will send written notice to both parties (complainants and respondents) of the allegations contained in the formal complaint.

- A. Regis will assign an investigator whose responsibility is to gather evidence relevant to the investigation. This investigator will provide written notice of any investigative interviews or meetings. In addition, the investigator will send parties, and their advisors, relevant evidence collected and provide ten (10) business days for the parties to inspect, review, and respond to evidence provided.
- B. Regis will provide equal opportunity to both the complainant and respondent to present witnesses and provide evidence germane to the investigation. Parties ability to gather evidence will not be unnecessarily restricted.
- C. Medical, psychological, and similar treatment records will not be accessed without the parties' written consent.
- D. Parties have the right to an advisor of their choice. (See "Right to an Advisor", below) This advisor may be, but need not be, an attorney.
- E. Written notice of hearings will be provided by the Title IX coordinator or designee.
- F. Investigators will prepare a written investigative report drafted utilizing evidence collected. This investigative report will be sent to the parties and their advisors. Each party will have ten (10) days to review and respond.
- G. Dismissal of allegations.
  - i) Regis will dismiss allegations of conduct that do not meet the definition of sexual harassment, if they did not occur in Regis educational program or activity, or against a person in the United States. A dismissal for these reasons does not preclude Regis from addressing the conduct under other applicable Regis policies, handbooks, or codes of conduct.
  - ii) Regis may, in its discretion, dismiss a formal complaint or allegations contained therein if the complainant informs the Title IX Coordinator, in writing, of their desire to withdraw the formal complaint, if the respondent is no longer a member of the Regis community, or if Regis

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

and its investigator are unable to gather sufficient evidence to reach a determination.

- iii) Written notice of dismissal shall be provided to the parties. This notice shall include the reasons for the dismissal.

#### 4. Anticipated Timelines

Regis University endeavors to keep reasonably prompt time frames for this process and all of its components. The average process takes between 60 to 90 days. If the process needs to exceed the timeline for good cause, the complainant and respondent will receive written notice of the delay or extension. Good cause for delay may include but is not limited to considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.

#### DISCIPLINARY PROCESS

#### 5. Decision-Making Process

- A. Through a live hearing, review of investigative reports, evidence, and witness and party testimony, and through the consideration of previous violations of conduct, the decision makers will make a determination of whether or not policy has been violated, and if so, what sanctions should be applied.
- B. Decision Maker(s) will make a determination regarding responsibility applying the preponderance of the evidence standard and provide that determination in writing to parties simultaneously.
- C. The Decision Maker(s) will determine sanction when appropriate. Sanctions will be imposed immediately as dated in the decision letter.
- D. Parties have the ability to file for an Appeal of the decision as described in Regis University Appeal of Discrimination, Sexual Misconduct, and Retaliation Procedure

#### 6. Standard of Evidence

Regis University utilizes the preponderance of the evidence standard for all disciplinary hearings and decisions. Under the preponderance standard, the burden of proof is met when the decision maker determines that there is a greater than 50% chance that an allegation is true.

#### 7. Possible Sanctions

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Being found responsible for a violation of policy will result in disciplinary action up to and including termination or expulsion. Discipline and sanctions are decided by the decision-making body. The decision-making body reserves the right to broaden or lessen any range of recommended sanctions in the case of serious mitigating circumstances or egregiously offensive behavior. Neither the initial hearing officer(s) nor any appeals body or officer(s) will deviate from the range of recommended sanctions unless compelling justification exists to do so. This will be documented in the decision-making process, if applicable, and included in the written outcome. Decisions are made with consideration of the severity of the incident, and any previous disciplinary violations, as well as discipline imposed in similar cases (precedent). Possible sanctions include but are not limited to:

- Oral or written reprimand.
- Required attendance at a harassment/discrimination sensitivity program.
- Oral or written warning.
- Loss of salary or benefits or demotion.
- Transfer or change of job, class, residential assignment, or location, including removing the person from being in a position to retaliate or further harass or discriminate against the complainant;
- Suspension, probation, termination, dismissal, expulsion, or removal from campus; or
- Other action Regis University deems appropriate under the circumstances including termination of contractual arrangements with the University.

### 8. Range of Protective Measures Available to a Victim Alleging Misconduct

There is a range of protective measures that can be instituted in order to enable victims and witnesses to continue studies while maintaining personal safety. Protective measure available to a victim alleging misconduct may include:

- Interim suspension of the accused student (substantial threat to safety must be assessed in order to initiate interim suspension).
- No-contact order.
- Modifying class or work schedules.
- Modifying living arrangements.
- Providing safety escorts while on campus.
- Addressing other academic concerns (e.g., absences, assignments, grades, leaves of absence, withdrawal, financial aid, visa or immigration status).
- Referral to health, mental health, victim advocacy, legal assistance, or other on- and off-campus resources.
- Assisting with safety plan development.

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## University-Initiated Protective Measures

In addition to those protective measures previously described, the Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: a University order of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved.<sup>3</sup> Violations of the Title IX Coordinator’s directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Regis University.

## HEOA Victim Notification

The University will, upon written request, disclose to the alleged victim of a crime of violence, or a non- forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

## Non-Discrimination, Sex-Based Harassment, and Retaliation Policy

**Note:** The Non-Discrimination, Sex-Based Harassment, and Retaliation Policy below took affect for all reports after August 1, 2024



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<b>Policy Title:</b>	Non-Discrimination, Sex-Based Harassment, and Retaliation Policy	
<b>Policy Number:</b>	901	
<b>Responsible Executive(s):</b>	President	
<b>Responsible Office(s):</b>	Legal Affairs; Equal Opportunity and Title IX	
<b>Date Adopted:</b>	8.14.2020	<b>Date Revised:</b>

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<sup>3</sup> Applicable law requires that, when taking such steps to separate the complainant and the accused, the University must minimize the burden on the complainant and thus should not, as a matter of course, remove the complainant from his or her job, classes or housing while allowing the accused to remain.



# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## A. Purpose

Consistent with Regis' Jesuit values, it is the Policy of Regis University that no person shall be unlawfully excluded from participation in, be denied the benefits of, be subjected to discrimination or harassment, or face retaliation in any academic, extracurricular, research, occupational training, employment, or other education program or activity on the basis of any legally protected status. The University reserves the right to promote the teachings of the church and to exercise lawful preferences for Jesuit Catholics.

## Scope

1. This Policy is applicable with respect to University employment, delivery of and academic, extracurricular, research, occupational training, employment, or other education program or activity
2. Regis's jurisdiction over these matters includes all operations, locations, events, or circumstances wherein Regis exercises substantial control or disciplinary authority over the individuals involved in the allegations, and the context in which the conduct occurs.
3. This Process does not apply to any tenure-track faculty member claiming that they were denied tenure or not renewed as a result of prohibited harassment. Such complaints are made pursuant to procedures set forth in the Faculty Handbook.

## B. Policy

1. It is the Policy of Regis University that no person shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination in employment or in any educational program or activity of the University on the grounds of sex, gender identity, pregnancy, pregnancy-related conditions, parenting, sexual orientation, race, color, national and ethnic origin, age, disability, veteran status, genetic information, ancestry, or religion. The University reserves the right to promote the teachings of the church and to exercise lawful preferences for Jesuit Catholics.
2. The University prohibits any member of the faculty, staff, students, or visitors to campus (be it guests, patrons, vendors, independent contractors, or clients) from unlawful discrimination against any other faculty, staff, students, or visitors to campus in violation of this Policy.
3. Individuals who believe they are victims of Harassment, Sex-Based Harassment, Sexual Misconduct, Sexual Violence, or Discrimination are strongly encouraged to report such incidents as set forth under the reporting procedures below. Regis University will promptly and effectively investigate every complaint in a timely manner and, when there is a finding, take corrective action to stop, prevent, and correct any discriminatory effects of such harassment. The severity of the corrective action will depend on the circumstances of the particular case.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

4. Harassment, Sex-Based Harassment, Sexual Misconduct, Sexual Violence, and Discrimination prohibited by this Policy may include, but is not limited to, threats, physical contact, violence, pranks, jokes, slurs, epithets, derogatory comments, vandalism, or verbal, graphic, or written conduct directed at an individual or individuals that is sufficiently severe or pervasive. Even if actions are not directed at specific persons, a hostile environment or harassment may be created when the conduct is sufficiently severe or pervasive so as to unreasonably interfere with or limit the ability of an individual to work, study, participate in activities of the university, or achieve their purpose for being on campus, and the University may consider the act a form of discrimination.
5. The University does not support any incidents of harassment even though the incident may not constitute a violation of this policy. As such, it reserves the right to punish the instigator of such an incident under a different theory, for example, lacking collegiality. Harassment, Sex-Based Harassment, Sexual Misconduct, Sexual Violence, and Discrimination does not include:
  - a. Discussions, communications, or actions that invoke a protected status in nature but are part of a legitimate academic exchange of ideas or artistic performance. As a University that values academic freedom and expression, there may be times when debates or performances of this type are acceptable and even encouraged; or
  - b. Any other harassment not based on protected status; but may still be subject to discipline under another Regis University Policy.
6. **Reporting Requirements and Options.** Employees and students can file a report at any time via the [Equal Opportunity and Title IX Webpage](#) on Regis's website pursuant to the EO and Title IX Resolution Processes as proscribed below. Employees and students may also file a criminal complaint with the Denver Police Department.
  - c. **Reporting Requirements**
    - i. **All Community Members.** It is the responsibility of every member of the University community to foster an environment free from Discrimination, Harassment, Sexual Misconduct, and Retaliation. Colorado law requires that anyone who has reason to believe a minor (17 years of age or less) has been sexually assaulted immediately report the matter to the Denver Police Department or other local law enforcement
    - ii. **Employees.** All Regis University Employees (except for Confidential or Privileged Employees) are considered Responsible Employees. Responsible Employees have a duty to promptly report when the Responsible Employee knows or of a possible incident of discrimination, harassment, or sexual misconduct. Failure to report constitutes a violation of this Policy and may subject the violator to disciplinary action. Confidential or Privileged Employees who are not Responsible Employees

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

are required to explain their confidential status by stating they are not required to disclose to the Title IX & EO Coordinator (TIXC). The Confidential or Privileged employee must then provide contact information for the TIXC to the reporting party and explain the TIXC's ability to offer and implement Supportive Measures.

- iii. **Student Employees.** Student employees, including graduate assistants and teaching assistants, are required to promptly report allegations of prohibited conduct that is discovered within the course and scope of their University employment. Failure to report constitutes a violation of this Policy and may subject the violator to disciplinary action.
- iv. **Students.** Students are encouraged to report knowledge of prohibited conduct.
- d. **Choice.** An alleged victim of discrimination, harassment, sexual misconduct, or retaliation has the right to choose whether to report to the University themselves.
- e. **Amnesty.** Sometimes Complainants or witnesses are hesitant to report to University officials or participate in resolution processes because they fear that they may be accused of policy violations, such as underage drinking, at the time of the incident. To encourage good faith reporting, Regis University pursues a policy of offering reporting parties and witnesses amnesty from minor policy violations related to the incident, such as personal consumption of drugs or alcohol. While a Complainant can choose not to report allegations of prohibited conduct, please be aware that the University cannot act to address situations if not notified or otherwise made aware of an incident(s). Regardless of the provision, voluntary use of drugs or alcohol is never a valid defense to a violation of this policy.
- f. **Privileged or Confidential vs. Non-Confidential Resources.** A student or employee who has either been a target of or accused of discrimination, harassment, or sexual misconduct, and wishes to keep their identity and information private and confidential, should seek a confidential resource listed above. A student or employee who has either been a target of or accused of discrimination, harassment, or sexual misconduct, and wishes to report an incident, should seek a non-confidential resource listed above. The non-confidential resources will protect a student or employee's privacy by limiting the people with whom they share the reported information; however, non-confidential resources cannot guarantee complete confidentiality, as they must notify and report to TIXC. Both on and off campus confidential resource contact information can be found on [Regis's Equal Opportunity and Title IX Webpage](#).
  - i. **Privileged or Confidential Reporting Resources.** Privileged or Confidential Employees are employees who are not required to report to the EO and Title IX Coordinator (TIXC) or law enforcement unless there is a statutory duty to do so, such as instances of child abuse and neglect or threats of homicide or suicide. Individuals may elect to report to privileged or confidential resources first if they are unsure of what next

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

steps they would like to take. Privileged or Confidential Employees include:

1. Office of Counseling and Personal Development Counselors and Staff
  2. Jesuits and those studying to become a Jesuit (when acting in the capacity as a Jesuit)
  3. University Ministry Staff (excluding peer ministers)
  4. Assistant Director of Victim Advocacy and Violence Prevention
  5. Victim Advocacy and Violence Prevention's Confidential Victim Advocates
  6. Student Health Services Providers and Staff
- ii. **Non-Confidential Reporting Options.** Non-confidential reporting options will take action in response to your report.
1. **Equal Opportunity and Title IX Coordinator (TIXC).** The TIXC is an employee charged with receiving and implementing university processes in response to allegations of discrimination under this policy. This may include assigning supportive measures, investigating allegations of discrimination, convening hearings, and providing preventative training. The TIXC is not a victim's advocate and administers their duties in a neutral and unbiased manner. They make no determination as to whether there has been a violation of this Policy or what sanctions should be implemented. The TIXC is not an emergency contact person that provides immediate assistance for anyone who has been sexually assaulted or is a victim of a crime. The Title IX Coordinator (TIXC) can be reached at the following:
    - a. **By mail or in person:**  
3333 Regis Boulevard A-20  
Main Hall 133  
Denver, CO 80221-1099
    - b. **By phone:** 303-964-6435
    - c. **By E-mail:** [titleix@regis.edu](mailto:titleix@regis.edu)
  2. **Regis University's Campus Safety.** Regis University does not tolerate violence and strongly encourages all persons who feel they may have been a victim of violence while on campus or participating in a University endeavor to report the incident to Regis University's Campus Safety Office. Victims may notify proper law enforcement authorities, including Regis University's Campus Safety and local police; be assisted by Regis's Campus Safety Office in notifying law enforcement authorities if the victim so chooses; or decline to notify such authorities. The TIXC will assist a victim in notifying Regis's Campus Safety Office and/or local police if requested by the victim. An individual who believes they have been a victim of sexual violence is encouraged to

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

immediately contact the Regis's Campus Safety at (303) 458-4122. An officer will: Provide for the person's immediate need for safety;

- a. Notify 911 for medical assistance as needed;
- b. Provide a transportation taxi-voucher to the emergency room if requested;
- c. Gather information pertaining to the incident;
- d. Advise the person on obtaining a restraining order, and by request, notify TIXC, Student Conduct, or Human Resources so contact between the two parties can be limited; and
- e. Call the TIXC to assist in the matter.

However, it is important to preserve any evidence of the incident as it may be necessary to prosecute a crime or obtain an order of protection. An individual is strongly encouraged not to shower, douche, brush teeth, eat, or change clothing in an effort to preserve physical evidence. If a victim changes clothes, a victim is encouraged to put all clothing wearing at the time of the incident into a paper bag.

3. **Reporting to Regis's Bias Incident Response Team (BIRT).** BIRT is a team of Regis University staff who voluntarily oversee cases in which the allegations don't fulfill the severe or pervasive threshold necessary to substantiate a formal complaint under this policy. If the TIXC determines that a report does not meet the severe or pervasive threshold, and upon Complainant's request, the matter is assigned to BIRT. BIRT's function requires voluntary participation from all parties.
4. **Reporting to Law Enforcement.** Complainants and witnesses have the option to report or decline to report all incidents of sexual misconduct and other incidents of discrimination and harassment that rise to potentially criminal violations to law enforcement. An investigation conducted by the University is distinct from any investigation conducted by law enforcement, and will not automatically be shared with Regis University. A Complainant who wishes for both a Regis University response and a Law Enforcement response will need to report in both locations.
5. **Reporting externally to the US Department of Education.** A person may also file a complaint of discrimination with the United States Department of Education's Office for Civil Rights regarding an alleged violation of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Age Discrimination Act of 1975, or Title IX of the Higher Education Amendments of 1972 by visiting

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

[www2.ed.gov/about/offices/list/ocr/complaintintro.html](http://www2.ed.gov/about/offices/list/ocr/complaintintro.html), or calling 1-800-421-3481. The U.S. Department of Education Office of Civil Rights is also located at: Lyndon Baines Johnson Department of Education Bldg., 400 Maryland Avenue, SW Washington, DC 20202-1100.

### 7. **Complaints.**

- a. The following people have a right to make a complaint under this policy.
  - i. A “complainant,” which includes:
    1. A student or employee of Regis University who is alleged to have been subjected to conduct that could constitute a violation of this policy; or
    2. A person other than a student or employee of Regis University who is alleged to have been subjected to conduct that could constitute discrimination under this policy at a time when that individual was participating in or attempting to participate in Regis’ education program or activity;
  - ii. A parent, guardian, or other authorized legal representative with the legal right to act on behalf of a complainant; or
  - iii. Regis’ Title IX Coordinator.
- b. Regis may consolidate complaints of discrimination against more than one respondent, or by more than one complainant against one or more respondents, or by one party against another party, when the allegations of discrimination arise out of the same facts or circumstances.

### 8. **Supportive Measures.** Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate and as reasonably available to the complainant or respondent before or after the filing of a Formal Complaint, or where no Formal Complaint has been filed. Supportive Measures are designed to ensure equal educational access, protect safety, and/or deter any continuation of any prohibited conduct. They may not unreasonably burden either party. They may terminate at the conclusion of the grievance process, unless Regis permits their extension.

- a. Supportive measures are implemented to address safety concerns, minimize the impact of the alleged conduct on involved parties, be temporary, pending the results of an investigation, or may become permanent as determined by Regis following a decision by a Hearing Panel. Supportive Measures can be requested by any party to a complaint and facilitated with or without a Formal Complaint.
- b. With the advice and consultation of the TIXC, and where appropriate, the Victim Advocate and Violence Prevention Office, the Office of Student Affairs, Student Disability Services, or Human Resource Services, assists students or employees with interim measures such as no contact directives or/and academic, housing,



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

counseling, increased security and monitoring of certain areas of the campus, leaves of absence, changes in class, work, housing, or extracurricular or any other activity, and transportation accommodations, as are reasonably available, regardless of whether or not there is a comparable alternative. Regardless of whether a student or employee decides to report a violation of this policy, supportive measures and accommodations are available upon the either party's request and will be implemented when they are reasonably available.

- c. At any time, a student or employee may seek a court-issued protective order at the Denver Court Clerk's Office via phone number 303-606-2300. If an order of protection, no contact order, restraining order, or another similar lawful order issued by a criminal, civil, or tribal court is obtained, a copy should be provided to Regis University's Campus Safety Department and the TIXC. The University and Regis's Campus Safety Department will take all legal and reasonable steps to implement such an order.
  - d. In cases where University officials have reasonable fears about safety on campus due to a Respondent's continued presence on campus following a complaint under this policy, the University reserves the right to implement an interim separation or suspension pending the case investigation, hearing, and appeal. In cases against students, the Dean of Students or their designee can enact an interim suspension following the procedures in the "Interim Action" portion of the [Student Handbook](#). In cases against employees, the direct supervisor of the Respondent may implement interim sanctions including suspending the Respondent, with pay, until the time to appeal the determination has expired or the appeal process has been exhausted.
9. **Retaliation, False Complaints, False Information.** Retaliation, false complaints, and false information are prohibited under this Policy. Any individual who retaliates against an individual for the purpose of interfering with any right or privilege secured by this Policy, including but not limited to reporting information, making a complaint, acting as a witness, assisting, or participating or refusing to participate in any manner in any investigation, proceeding, or hearing, including an informal resolution process, or who knowingly or recklessly files a false complaint claiming a violation of this Policy, or who knowingly or recklessly provides false information in the implementation of the process to enforce this Policy, may be subject to disciplinary action. Regis will not discipline a party, witness, or others participating in the grievance procedures for making a false statement based solely on the determination whether a violation of this policy occurred.
10. **Involuntary Withdrawal/Dismissal of Formal Complaints.** Regis University or the TIXC may unilaterally withdraw or dismiss any complaint or filing in the following circumstances by providing written notice of the dismissal and reasons therefore to the

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Complainant, or if after notice has been provided to the respondent, simultaneously to the parties.

- a. The complaint would not constitute a violation of this Policy;
- b. The complaint is used to raise matters that exceed the scope or purpose of this Policy, or that are otherwise irrelevant, unresponsive, or unrelated to the administration of the complaint resolution process, under this Policy;
- c. The complaint is frivolous or otherwise arises (in whole or in part) out of bad faith,
- d. The complaint was previously resolved;
- e. The complaint notifies the TIXC in writing that the Complainant would like to withdraw the formal complaint or any allegations therein and the TIXC declines to initiate a complaint;
- f. Specific circumstances prevent the University from gathering evidence sufficient to reach a determination as to the Formal Complaint or allegations therein; including REgis' inability to identify the Respondent after taking reasonable steps to do so;
- g. The Respondent is not participating in Regis' education program or activity and is not employed by Regis;
- h. For purposes of consolidation of Formal Complaints against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sex-based harassment arise out of the same facts or circumstances.
- i. TIXC may unilaterally reinstate any complaint or filing that is withdrawn or dismissed. Regis will notify the Complainant that a dismissal may be appealed and will provide the complainant with an opportunity to appeal the dismissal of the complaint. For information on how to appeal, see Appeals below.

11. **Grievance Process.** Regis University has adopted grievance procedures that provide for the prompt and equitable resolution of complaints made by students, employees, or other individuals who are participating or attempting to participate in its education programs or activity, or by the TIXC, alleging any action that would be prohibited by this policy. This process provides procedures for formally or informally addressing claims of discrimination, harassment or sexual misconduct and taking action against those who have violated the University's Policy prohibiting these acts.

- a. **Confidentiality.** The TIXC is in the best position to evaluate confidentiality requests, though the University may reasonably determine that another employee would be more appropriate. In the event a complainant requests confidentiality, the University may be limited in its ability to respond. The University typically honors a complainant's request not to investigate, however, the University reserves the right to initiate an investigation despite a complainant's request to close in certain limited circumstances. For example, should the TIXC or designee determine serious or repeated conduct is involved or the alleged perpetrator may pose an imminent threat to the campus

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

community, the University may pursue an investigation despite a complainant's request not to investigate.

Regis will take reasonable steps to protect the privacy of the parties and witnesses during its grievance procedures. These steps will not restrict the ability of the parties to obtain and present evidence, including by speaking to witnesses; consult with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the grievance procedures.

- b. **Starting the Process.** Reporting Forms for Discrimination, Bias, and Retaliation or Sexual Misconduct can be obtained online on [Regis's Equal Opportunity and Title IX Webpage](#) or the reporting section of this policy. These forms will require the complainant to set forth sufficient details of the incident(s), along with alleged violators, witnesses, evidence, and relief sought. Complainants are encouraged to file their complaint in a timely manner to preserve evidence. The report will be immediately routed to the TIXC.
- c. **Informal Resolution.** The complainant may choose to resolve the complaint informally. The informal process is voluntary for all parties. If the complainant and respondent are able to reach a resolution, the results will be documented, signed by both parties, retained by TIXC and the matter will be resolved. If an informal resolution can't be reached, the complaint will be routed through the Formal Complaint Process. Before the initiation of an informal resolution process, Regis will explain in writing to the parties:
  - i. The allegations
  - ii. The requirements of the informal resolution process
  - iii. That any party has the right to withdraw from the informal resolution process and initiate or resume grievance procedures at any time before agreeing to a resolution
  - iv. That if the parties agree to a resolution at the end of the informal resolution process, they cannot initiate or resume grievance procedures arising from the same allegations
  - v. That potential terms that may be requested or offered in an informal resolution agreement, including notice that an informal resolution agreement is binding only on the parties; and
  - vi. What information Regis will maintain and whether and how Regis could disclose such information for use in Title IX grievance procedures if such procedures are initiated or resumed.
- d. **Formal Complaint.** The TIXC will meet with the Complainant and take their initial report. Assuming all facts as alleged would be a violation of this policy, the initial report will be allowed to proceed into a Formal Complaint. If the complaint does not meet the thresholds under this Policy, the complaint will be dismissed. Upon the filing of a Formal Complaint, the respondent is provided written notice of the allegations.
  - i. The notice will contain the following information:
    - a. Regis' grievance procedures and any informal resolution process

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- b. Sufficient information available at the time to allow the parties to respond to the allegations, including the identities of the parties involved in the incident(s), the conduct alleged to violate this policy, and date(s) and location(s) of the alleged incident(s)
      - c. Retaliation is prohibited, and
      - d. The parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence
      - e. If, in the course of an investigation, Regis decides to investigate additional allegations of violations of this policy by the Respondent that are not included in the notice, Regis will notify the parties of the additional allegations.
    - ii. The Respondent may submit a written response to TIXC upon notice of the Formal Complaint, attach additional evidence to the response, and name any additional witnesses.
      - a. Any written response must be submitted to TIXC within ten (10) calendar days after the Respondent received notice of the Formal Complaint.
      - b. Extensions may be granted for good cause at the discretion of the TIXC on a case-by-case basis with notice to the parties that includes the reason for the delay. The TIXC will immediately forward a copy of any such written response to the complainant.
  - d. **Investigation and Procedures.** The University investigation and resolution proceedings shall be an adequate, reliable, and impartial investigation of complaints.
    - i. The respondent is presumed not responsible for the alleged conduct unless a determination regarding responsibility is made at the end of a hearing.
    - ii. The burden is on Regis, not the parties, to conduct an investigation that gathers sufficient evidence to determine whether discrimination or sex-based harassment occurred
    - iii. During the investigation and resolution of a complaint, the complainant and respondent shall have the following rights:
      - 1. Regis will treat Complainants and Respondents equitably.
      - 2. Equal opportunity for the parties to present fact witnesses and other inculpatory and exculpatory evidence that are relevant and not otherwise impermissible;
      - 3. Regis will review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance;
      - 4. Regis will provide each party with an equal opportunity to access the evidence that is relevant to the allegations of violations of this policy and not otherwise impermissible, in the following manner:

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- a. Regis will provide an equal opportunity to access either the relevant and not otherwise impermissible evidence.
  - b. Regis will provide a reasonable opportunity to respond to the evidence or the accurate description of the evidence; and
  - c. Regis will take reasonable steps to prevent and address the parties' unauthorized disclosure of information and evidence obtained solely through the grievance procedures. Disclosures of such information and evidence for purposes of administrative proceedings or litigation related to the complaint of discrimination or harassment are authorized.
  - d. Both parties will have an equal opportunity to inspect and review any evidence directly related to the allegations raised in the formal complaint obtained as part of the investigation, including the evidence upon which the University does not intend to rely in reaching a determination regarding responsibility as well as inculpatory or exculpatory evidence whether obtained from a party or other source (hereinafter called the Investigative Report).
5. Credibility determinations will not be based on a person's status as a complainant, respondent, or witness.
- iv. Questioning the Parties and Witnesses: Preceding the interview for allegations potentially constituting discrimination or sex-based harassment, the parties will receive notice of the allegations including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting a violation of this policy, and the date and location of the alleged incident, if known.
  - a. Regis will provide to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all meetings or proceedings with sufficient time for the party to prepare or participate.
- v. Investigations will be completed by Regis's TIXC or designee. In all cases, TIXC will provide consultation and oversight of the investigation. The end result of the investigation will be the Investigative Report.
- vi. The TIXC or their designee will send to each party and the party's advisor the Investigative Report. The parties will have ten (10) days to submit a written response to TIXC, or their designee. The party's submissions shall be added to the Investigative Report.
- vii. The Investigative Report will be made available to all parties at least ten (10) calendar days prior to a hearing.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- e. **Timely Resolution.** The University will strive to resolve a complaint within sixty (60) to ninety (90) calendar days of receiving it, though certain resolutions may take longer depending on the circumstances. If resolution will take longer than sixty (60) to ninety (90) calendar days for Good Cause, the parties will be given notice and an explanation in writing. Good cause for delay may include but is not limited to considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or an accommodation of disabilities. Delays for Good Cause will typically not exceed 10 calendar days. The University's internal investigation is separate from the investigation of outside law enforcement agencies, and the University will only delay its investigation due to an outside investigation if particular circumstances warrant such a delay.
- f. **Formal Hearing.** When an Informal Resolution is not possible, a Formal Complaint proceeds to a hearing. The TIXC will convene Regis' Hearing Panel. The Hearing Panel shall consist of three (3) volunteer employees selected randomly by the TIXC from a previously appointed pool. The pool of employees who make up the Hearing Panel roster receives annual training on issues related to sexual misconduct, investigation, and the hearing process. The Hearing Panel has the following obligations:
  - i. The Hearing Panel may dismiss any complaint by majority vote if, assuming the allegations were true, it would not constitute a violation of the University's Policy against discrimination, harassment, or sexual misconduct. The TIXC shall oversee the process, may provide the Hearing Panel advice and consultation on the process, but shall have no authority over the deliberations or decisions of the Hearing Panel. The TIXC or designee shall choose the chair of the Hearing Panel.
  - ii. Should a Hearing Panelist have a conflict of interest in hearing the matter, they must recuse themselves. In such a case, the withdrawing Hearing Panelist will be replaced by a non-conflicted, similarly situated person.
  - iii. The Hearing Panel will facilitate a hearing to determine, by a preponderance of the evidence, whether the complainant was in violation of university policy. If the Hearing Panel is not persuaded under this standard by the evidence, the Hearing Panel will not determine that sex discrimination occurred.
  - iv. At the hearing, standard courtroom procedures and rules of evidence will not apply, except that all evidence must be relevant. Before a complainant, respondent, or witness answers a cross-examination or other question, the Hearing Panel must first determine whether the question is relevant and explain any decision to exclude a question as not relevant. The following types of evidence, and questions seeking that evidence, are impermissible (i.e., will not be accessed or considered,



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

except by Regis to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether they are relevant:

- a. Rape Shield Law. In cases of alleged sexual misconduct, questions about the complainant's sexual predisposition or prior sexual behavior are not relevant and will not typically be permitted, especially when the purpose is purely to show the complainant's sexual predisposition. However, in certain circumstances it may be permissible, such as if offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The fact of prior consensual sexual conduct between the Complainant and Respondent does not by itself demonstrate or imply the Complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred.
  - b. Evidence that is protected under a privilege recognized by Federal or State law or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality
  - c. A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness, unless Regis obtains that party's or witness's voluntary, written consent for use in its grievance procedures; and
- v. If a complainant or a respondent fails to appear at a scheduled hearing, the Hearing Panel may proceed with the case, unless the Chair excuses the absence at which point a new hearing date will be selected. Members of the Hearing Panel may not make negative inferences regarding responsibility from any alleged violator's refusal to participate in the process, submit to cross-examination or answer questions from the Hearing Panel.
  - vi. At the Hearing, the Hearing Panel must review the Investigative Report; separately interview and question the complainant and alleged violator(s); and call to attendance available witnesses they determine might have relevant information.
  - vii. The Hearing Panel will not draw an inference about whether a violation occurred based solely on a party's or witness's refusal to respond to questions.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

viii. **Right to an Advisor.** The Complainant(s) and Respondent(s) may have advisors of their choice at the hearing or any related meeting. The advisor may be, but is not required to be, an attorney. If a party does not obtain their own advisor, the University will appoint one for them from a voluntary pool of Advisors trained by the TIXC. Advisors are required to cross-examine all parties and witnesses but may not answer questions on behalf of their party or otherwise participate in the hearing. The parties may each have up to one (1) Advisor of their choice present with them for all meetings and interviews within the investigative and hearing process, if they so choose. The parties may select whomever they wish to serve as their Advisor as long as the Advisor is eligible and available. Regis University may permit parties to have more than one Advisor upon special request to the TIXC. The decision to grant this request is at the sole discretion of the TIXC and will be granted equitably to all parties.

1. Choosing an Advisor who is also a witness in the process creates potential for bias and conflict-of-interest. A party who chooses an Advisor who is also a witness can anticipate that issues of potential bias will be explored by the Hearing Panel.
2. The parties are expected to inform the Investigator(s) and TIXC of the identity of their Advisor at least two (2) business days before the date of their first meeting with Investigators, or as soon as possible if a more expeditious meeting is necessary or desired.
3. A party may elect to change Advisors during the process and is not obligated to use the same Advisor throughout.
4. The parties are expected to provide timely written notice to the TIXC if they change Advisors at any time. It is assumed that if a party changes Advisors consent to share information with the previous Advisor is terminated, and a release for the new Advisor must be secured. The Advisor may be a friend, mentor, family member, attorney, or any other individual a party chooses to advise, support, and/or consult with them throughout the resolution process. The parties may choose Advisors from inside or outside of the Regis University community.
5. If the parties choose an Advisor from outside the pool of those identified by TIXC, the Advisor may not be trained by the TIXC and, thus, may not be familiar with university policies and procedures.
6. Under U.S. Department of Education regulations applicable to Title IX, cross-examination is required during the hearing and must be conducted by the parties' Advisors. The parties are

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

not permitted to directly cross-examine each other or any witnesses. If a party does not have an Advisor for a hearing, TIXC will appoint a trained Advisor for the limited purpose of conducting any cross-examination. A party may reject this appointment and choose their own Advisor, but they may not proceed without an Advisor. If the party's Advisor will not conduct cross-examination, TIXC will appoint an Advisor who will do so thoroughly, regardless of the participation or non-participation of the advised party in the hearing itself.

7. The parties may be accompanied by their Advisor in all meetings and interviews at which the party is entitled to be present, including intake and investigation interviews. Advisors should help the parties prepare for each meeting and are expected to advise ethically, with integrity, and in good faith.
8. All Advisors are subject to the same University policies and procedures, whether or not they are attorneys.
9. Advisors are expected to advise their advisees without disrupting proceedings.
10. The parties are expected to ask and respond to questions on their own behalf throughout the investigation phase of the resolution process. Although the Advisor generally may not speak on behalf of their advisee, the Advisor may consult with their advisee, either privately as needed, or by conferring or passing notes during any resolution process meeting or interview. For longer or more involved discussions, the parties and their Advisors should ask for breaks to allow for private consultation.
11. Any Advisor who oversteps their role as defined by this Policy will be warned only once. If the Advisor continues to disrupt or otherwise fails to respect the limits of the Advisor role, the meeting will be ended, or other appropriate measures implemented. The TIXC will determine how to address the Advisor's non-compliance and future role.
12. Advisors are expected to maintain the privacy of the records shared with them. These records may not be shared with third parties, disclosed publicly, or used for purposes not explicitly authorized by the university. The university may seek to restrict the role of any Advisor who does not respect the sensitive nature of the process or who fails to abide by the university's privacy expectations.
13. Regis University generally expects an Advisor to adjust their schedule to allow them to attend meetings, including

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

investigation interviews. Scheduled meetings may change to accommodate an Advisor's inability to attend, if doing so does not cause an unreasonable delay.

14. Regis University may make reasonable provisions to allow an Advisor who cannot attend in person to attend a meeting by telephone, video conferencing, or other similar technologies as may be convenient and available.

ix. All hearings must be live and in person or by videoconference. The University will create a transcript of all hearings and make it available to the parties for inspection or review at their request.

12. **Determination.** Immediately following the hearing, the Hearing Panel shall meet and render a determination by a majority vote. Hearing Panel deliberations shall not be recorded. Within five (5) calendar days after the hearing, the Hearing Panel's determination shall be written by the Chair, identifying the allegations, description of the procedural steps taken from the receipt of a formal complaint through the determination (including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held), findings of fact supporting the determination, conclusions regarding the application of the recipient's code of conduct to the facts, a statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the recipient imposes on the respondent, and whether remedies designed to restore or preserve equal access to the recipient's education program or activity will be provided by the recipient to the complainant, and the recipient's procedures and permissible bases for the complainant and respondent to appeal. If the Hearing Panel finds that the respondent's conduct violates other university policies, the Hearing Panel may recommend sanctions to the respondent's immediate supervisor, Dean of Students, Human Resources, or designee. The decision of the hearing panel shall be final and binding unless appealed following the process outlined below. The Chair may attach any relevant documents to the written determination. Both the Complainant and Respondent shall be simultaneously notified of the determination. A copy of the Hearing Panel's written determination shall be provided to the TIXC and the Dean of Students for student Respondents, or the immediate supervisor for employee Respondents.

- i. In cases against employees, the direct supervisor of the respondent may postpone the sanctions or suspend the respondent, with pay, until the time to appeal the determination has expired or the appeal process has been exhausted.
- ii. In cases against students, the Dean of Students or designee may execute an interim suspension pending appeal under the Interim Action section of the Student Handbook.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- iii. When an individual admits to violating this Policy, the University may elect to not hold a hearing. However, the Hearing Panel will convene to determine appropriate sanctions. A meeting for imposing sanctions is not a hearing and is not bound by hearing procedures. The procedures to be used by the Hearing Panel for determining a sanction are informal and determined by the Chair with oversight by the TIXC.
- iv. Following a determination that a violation of this policy occurred, the TIXC will, as appropriate,
  - a. Coordinate the provision and implementation of remedies to a Complainant and other people Regis identifies as having had equal access denied by discrimination;
  - b. Coordinate the imposition of any disciplinary sanctions on a Respondent, including notification to the Complainant of any such disciplinary sanctions; and
  - c. Take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within Regis' education program or activity.

### 13. Disciplinary Sanctions.

- i. Violations of this Policy are subject to disciplinary action. Neither the Hearing Panel nor any appeals body or officer(s) will deviate from the range of recommended sanctions unless compelling justification exists to do so. This will be documented in the decision-making process, if applicable, and included in the written outcome. Decisions are made with consideration of the severity of the incident, and any previous disciplinary violations, as well as discipline imposed in similar cases. Possible sanctions for a person found to be in violation of this Policy include, but are not limited to, the following:
  - 1. Oral or written reprimand;
  - 2. Required attendance at a harassment/discrimination sensitivity program;
  - 3. Oral or written warning;
  - 4. Loss of salary or benefits or demotion;
  - 5. Transfer or change of job, class, residential assignment, or location, including removing the person from being able to retaliate or further harass or discriminate against the complainant;
  - 6. Suspension, probation, termination, dismissal, expulsion, or removal from campus; or
  - 7. Other action Regis University deems appropriate under the circumstances including termination of contractual arrangements with the University.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- a. While counseling is not considered a sanction, it may be offered or required in combination with sanctions.
    - b. If a student or student groups are found to be in violation of this Policy, any of the sanctions set forth in the [Student Handbook](#) may also be implicated.
    - c. If faculty or employee are found to be in violation of this Policy, any of the sanctions set forth in the Employee Handbook or any Faculty Handbooks may also be implicated.
  8. Failure to comply with sanctions shall constitute a violation of this Policy and will ordinarily result in further disciplinary action.
    - ii. **For sanctions following formal complaints against students.** The Hearing Panel will recommend sanctions after the hearing. The Dean of Students or designee will review and implement sanctions.
    - iii. **For sanctions following formal complaints against faculty or staff.** The Hearing Panel will recommend sanctions after the hearing. The employee's respective supervisor will review and implement sanction(s). However, should the supervisor or Provost seek to impose suspension or expulsion of a tenure or tenure-track faculty member, additional process may be due pursuant to the [Faculty Handbook](#).
    - iv. **For sanctions following formal complaints against non-students, faculty, or staff.** The Hearing Panel will recommend sanctions after the hearing. Human Resources will review and implement sanctions.
14. **Appeals Process.** The complainant or respondent can appeal the Hearing Panel's determination by submitting a written appeal to the TIXC, respondent's respective supervisor, Dean of Students, or in the case of campus guests, Human Resources (hereinafter Appeal Body) within five (5) calendar days from the date of receipt of the Hearing Panel's determination. The appeal must be dated, signed by the party appealing, set forth reasons why the Hearing Panel's determination is unjustified, and include a copy of the determination. The Appeal Body will immediately forward a copy of the appeal to the Chair of the Hearing Panel, the TIXC, the Dean of Students or Human Resource Services as appropriate, and the non-appealing party. The Hearing Chair will provide the Appeal Body a written response within five (5) calendar days from the date of their receipt of the appeal, and the non-appealing party may provide a written response within five (5) calendar days from the date of their receipt of the appeal.
  - i. The Appeal Body has the discretion to review the determination of the Hearing Panel limited to the following circumstances:
    1. Procedural irregularity that affected the outcome of the matter;



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made that could affect the outcome of the matter; and
  3. The TIXC, investigator(s), or Hearing Panel had a conflict of interest or bias for or against complainants or respondent that affected the outcome of the matter.
- ii. The TIXC will be available to provide the Appeal Body with advice. The Appeal Body shall issue a written determination within fifteen (15) days of their receipt of the appeal that includes the result of the appeal and the rationale for the result. A copy of the written decision shall be provided to all parties, the TIXC, immediate supervisor, Dean of Students, or Human Resources, and the parties' personnel or student files. All decisions of the Appeal Body are final and binding.

### C. Definitions.

1. **Actual Knowledge.** Actual knowledge means notice of sex-based harassment or allegations of sex-based harassment to Regis's TIXC or any official of Regis who has authority to institute corrective measures on behalf of Regis.
2. **Affirmative Consent.** Regis uses an Affirmative Consent standard when determining if there was consent to engage in sexual activity of any kind.
  - i. Consent cannot be inferred from the absence of a "no."
  - ii. Consent to one form of sexual activity does not imply consent to other forms of sexual activity
  - iii. A current or previous relationship shall not be sufficient to constitute consent
  - iv. Consent can be withdrawn
  - v. Consent may never be given by a minor under the age of 15, or by a minor under the age of 18 in certain situations depending on the ages of both parties and in instances where the adult is in a position of trust
  - vi. Consent cannot be given by individuals who are asleep, or mentally or physically incapacitated either through the effect of drugs or alcohol or for any other reason
  - vii. Submission under the influence of fear shall not constitute consent
  - viii. Consent may not be given by an individual who is under duress, threat, coercion, or force
  - ix. A person who initially consents to sexual activity is deemed not to have consented to any sexual activity that occurs after consent is withdrawn
  - x. Consent to previous sexual activity does not imply consent to future sexual activity
3. **Coercion.** Coercion occurs when an individual is pressured, psychologically or emotionally manipulated, tricked, threatened, or forced in a nonphysical way, to engage in unwanted sexual activity. Coercion occurs when an individual is caused to believe that

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

sex is owed to another person because of that person's position of authority or based on the parties' relationship. Coercion can involve persistent attempts to have sexual contact after an individual has already refused to engage in sexual activity.

4. **Complainant.** (a) A student or employee who is alleged to have been subjected to conduct that could constitute a violation of this policy; or (b) a person other than a student or employee who is alleged to have been subjected to conduct that could constitute a violation of this policy and who was participating or attempting to participate in Regis' education program or activity at the time of the alleged violation.
5. **Complaint.** An oral or written request to Regis that objectively can be understood as a request for Regis to investigate and make a determination about alleged discrimination under this policy.
6. **Confidential or Privileged Employees:** employees who are not required to report to the EO and Title IX Coordinator (TIXC) or law enforcement unless there is a statutory duty to do so, such as instances of child abuse and neglect or threats of homicide or suicide. Confidential or Privileged Employees are required to explain their confidential status by stating they are not required to disclose to the Title IX & EO Coordinator (TIXC). The Confidential or Privileged employee must then provide contact information for the TIXC to the reporting party and explain the TIXC's ability to offer and implement Supportive Measures. Employees are granted this status by professional license or religious order. Confidential or Privileged Employees include:
  - i. Office of Counseling and Personal Development Counselors and Staff
  - ii. Jesuits and those studying to become a Jesuit (when acting in the capacity as a Jesuit)
  - iii. University Ministry Staff (excluding peer ministers)
  - iv. Assistant Director of Victim Advocacy and Violence Prevention
  - v. Victim Advocacy and Violence Prevention's Confidential Victim Advocates
  - vi. Student Health Services Providers and Staff
7. **Consent.** See Affirmative Consent.
8. **Dating Violence.** Violence committed by a person:
  - i. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
  - ii. 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, and

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

3. The frequency of interaction between the persons involved in the relationship
  
9. **De Minimis Harm.** Regis uses the De Minimis Harm standard when navigating cases of sex-based discrimination. Via this standard, action constitutes sex-based discrimination when individuals are treated differently or separated from one another on the basis of sex, including on the basis of gender identity, and said treatment or separation causes more than de minimis harm. Preventing a person from participating in an activity consistent with that person's gender identity definitionally subjects the person to "more than de minimis harm." Exception: In circumstances where institutions are already permitted by Title IX to treat individuals differently or separate them on the basis of sex (such as sex-separate housing, Greek life, athletic sports teams, and similar), the de minimis harm standard does not apply.
  
10. **Disciplinary Sanctions.** Consequences imposed on a respondent following a determination that the Respondent violated this policy.
  
11. **Discrimination.** Any distinction, preference, advantage for or detriment to an individual compared to others that is based upon an individual's actual or perceived protected class. The conduct must be so severe or pervasive, as well as subjectively and objectively offensive as to alter the conditions of the individual's employment or limit/deny said person's ability to participate in the educational program or activity. Such conduct includes, but is not limited to, threats, physical contact, violence, pranks, jokes, slurs, epithets, derogatory comments, vandalism, or verbal, graphic, or written conduct directed at an individual or individuals that is sufficiently severe or pervasive.
  
12. **Disparate Treatment.** When an individual is treated differently based on their sex, gender, or protected class status. Disparate treatment involves intentional discrimination, such as unequal treatment in educational programs or activities.
  
13. **Domestic Violence.** Felony or misdemeanor crimes committed by a person who:
  - i. Is a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction of the recipient, or a person similarly situated to a spouse of the victim;
  - ii. Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner,
  - iii. Shares a child in common with the victim; or
  - iv. Commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

14. **Force.** Force includes physical violence, abuse of power, threats, intimidation, and/or coercion to engage in sexual activity without a person's consent and against a person's will.
15. **Formal Complaint.** A Formal Complaint is a document filed by a complainant or signed by the EO and Title IX Coordinator alleging sexual misconduct against a respondent and requesting that the allegations be investigated. A Formal Complaint can be submitted via electronic submission, or paper submission that includes a physical, digital signature, or otherwise indicates that the complainant is the person filing the Formal Complaint.
16. **Formal Investigation.** If, following a Preliminary Inquiry, the EO and Title IX Coordinator or designee determines a complaint should proceed to an investigation, Regis will conduct a fair, impartial, and prompt investigation. Regis will give written notice to the parties about the investigation at each stage, upon request, and if an extension is needed.
17. **Harassment.** Conduct based on an actual or perceived protected class, without Affirmative Consent or through Coercion, where the conduct is severe or pervasive enough to create either a hostile environment or denies or limits a person's ability to participate in or benefit from University programs or activities.
18. **Hostile Environment.** Unwelcome conduct on the basis of a Protected Class that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from Regis' education program or activity (i.e., creates a hostile environment). Whether a hostile environment has been created is a fact-specific inquiry that includes consideration of the following:
  - i. The degree to which the conduct affected the Complainant's ability to access Regis' education program or activity;
  - ii. The type, frequency, and duration of the conduct;
  - iii. The Parties' ages, roles within Regis' education program or activity, previous interactions, and other factors about each party that may be relevant to evaluating the effects of the conduct;
  - iv. The location of the conduct and the context in which the conduct occurred; and
  - v. Other sex-based harassment in Regis' education program or activity
19. **Incapacitation.** Incapacitation is a state where a person lacks the ability to make rational reasonable decisions including an inability to understand the who, what, when, where, why or how of sexual activity, or an inability to fully understand the details of sexual interaction. Incapacity can result from alcohol or drug consumption, illness, unconsciousness, blackout, sleep, mental disability, and other circumstances. Sexual

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

activity with someone who one should know to be - or based on the circumstances should reasonably have known to be - mentally or physically incapacitated.

20. **Informal Resolution.** Informal Resolution is a process to formally end a complaint and investigation by a voluntary and mutual decision by a complainant and respondent. Informal Resolutions may include mediation, educational programming, agreed upon sanctions, and/or direct communication. If both parties are willing and it is deemed appropriate by the University, Informal Resolution can be available for complaints of sexual misconduct and discrimination.
21. **Investigative Report.** This is the collection of statements and evidence provided to the TIXC, that is not otherwise impermissible, as well as evidence discovered by the TIXC in the course of an investigation that is otherwise not impermissible.
22. **Nonconsensual Sexual Contact.** An intentional act of sexual touching, however slight, with any body part or object by a person upon a person that is without consent and/or by force, or during a period of incapacitation that can be reasonably construed as being for the purposes of sexual arousal, gratification, or abuse.
23. **Nonconsensual Sexual Penetration.** An act of sexual penetration (anal, oral, or genital), however slight with any body part or object, or sexual intercourse by a person upon a person that is without consent and/or by force.
24. **Parental Status.** A person who is a biological parent, an adoptive parent, a foster parent, a stepparent, a legal custodian or guardian, in loco parentis with respect to such a person, or actively seeking legal custody, guardianship, visitation, or adoption of such a person.
25. **Party/Parties.** A Complainant or Respondent.
26. **Pregnancy or Related Conditions.** People who are experiencing pregnancy, childbirth, termination of a pregnancy, lactation or medical conditions/recovery related to these conditions. For information about support, please review Regis's [Pregnant and Parenting Student Policy and Accommodation Process](#).
27. **Preliminary Inquiry.** The TIXC will conduct a preliminary inquiry to determine whether the allegations, assuming the alleged facts to be true, would rise to the level of a violation of our policies, and therefore, warrant a full investigation. If formal investigation is not warranted, the TIXC will either close the matter without further review or work with the parties for alternative resolutions.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

28. **Protected Class.** Protected classes include race, color, national origin, sex (including sex-based harassment, sexual violence, sexual assault, sexual exploitation, intimate partner violence, or stalking) gender, disability, age, religion, veteran status, marital status, pregnancy, parental status, gender identity, gender expression, sexual orientation, genetic information or any other legally protected status.
29. **Relevant.** Related to the allegations of violations of this policy under investigation as part of these grievance procedures. Questions are relevant when they seek evidence that may aid in showing whether the alleged sex discrimination occurred, and evidence is relevant when it may aid the Hearing Panel in determining whether the alleged violation occurred.
30. **Remedies.** Measures provided, as appropriate, to a complainant or any other person Regis identifies as having had their equal access to Regis' education program or activity limited or denied by sex discrimination. These measures are provided to restore or preserve that person's access to Regis' education program or activity after Regis determines that a violation of this policy occurred.
31. **Report.** The submission of any allegation in part or in full of Discrimination, Sexual Misconduct, or Retaliation to the TIXC.
32. **Respondent.** An individual alleged to be the perpetrator of conduct that could violate this policy.
33. **Responsible Employees** are those (1) who have the authority to act to redress discrimination, harassment or sexual misconduct; (2) who have been given the duty of reporting incidents of discrimination, harassment or sexual misconduct such as sexual violence, sex-based harassment, domestic violence, dating violence, stalking, or any other misconduct to the EO and Title IX Coordinator; or (3) **who a complainant could reasonably believe** has this authority. Responsible Employees include faculty, adjunct faculty, administrators, department chairs, resident life and student affairs staff. Responsible Employees must promptly report incidents of discrimination, harassment, and sexual misconduct to the EO and Title IX Coordinator.
34. **Retaliation.** Intimidation, threats, coercion, or discrimination against any person by Regis University, a student, or an employee or other person authorized by Regis to provide aid, benefit, or service under Regis' program or activity, for the purpose of interfering with any right or privilege secured by this policy, or because the person has reported information, made a complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

35. **Sex-Based Discrimination.** Subjectively and objectively offensive discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity that is so severe or pervasive it limits or denies a person's ability to participate in or benefit from the recipient's educational program or activity.
36. **Sexual Assault.** An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident - Based Reporting System User Manual from the FBI UCR Program, A sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."
- i. Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
  - ii. Fondling: The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
  - iii. Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - iv. Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.
37. **Sexual Exploitation.** Refers to a situation in which a person takes nonconsensual or abusive sexual advantage of another. Sexual exploitation includes, but is not limited to, sexual voyeurism, invasion of sexual privacy, taking and/or distributing pictures, video, or audio recording of a sexual act, or any other private activity without the consent of all involved in the activity, prostitution, exposing one's genitals in non-consensual circumstances, administering alcohol or drugs to another person without his or her knowledge or consent.
38. **Sex-Based Harassment.** Sex-based harassment is a form of sex discrimination and means sexual harassment and other harassment on the basis of sex, including on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity, that is:
- i. **Quid Pro Quo:** An employee, agent, or other person authorized by Regis to provide an aid, benefit, or service under Regis' education program or activity or impliedly conditioning the provision of such an aid, benefit, or service on a person's participation in unwelcome sexual conduct; Ex. Direct or implied threats that submission to sexual advances will be a condition of advancement or promotion in any endeavor, including but not limited to employment, work status, promotion, or academic grades;

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- ii. **Hostile Environment** harassment
- iii. Specific offenses
  - 1. Sexual Assault
  - 2. Dating Violence
  - 3. Domestic Violence
  - 4. Stalking

39. **Sexual Misconduct.** Sexual Misconduct is an umbrella term that includes (but is not limited to) Sex-Based Harassment, Nonconsensual Sexual Contact, Nonconsensual Sexual Penetration, Sexual Exploitation, Intimate Partner Violence, Sexual Violence, and Stalking, and any sexual conduct that takes place without consent of the parties involved.

40. **Sexual Violence.** Sexual Violence includes sexual assault, fondling, rape, sexual battery, sexual abuse, and sexual coercion.

- i. **Rape/Sexual Assault:** Sexual intercourse of any type with a person that has not consented to the intercourse.
- ii. **Sexual Touching/Groping/fondling:** The act of intentionally and without consent touching another person's genitals, breasts, or buttocks without consent in a way that reasonable person could determine is for the purpose of sexual gratification, including non-consensual pinching, squeezing, or grabbing of private parts.
- iii. **Knowing Transmission of Sexually Transmitted Infections (STIs):** Knowingly transmitting an STI, such as HIV, to another through sexual activity.

41. **Stalking.** Engaging in a course of conduct directed at a specific person that is unwelcome and would cause a reasonable person to feel fear or suffer emotional distress.

- i. **Course of Conduct:** Two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- ii. **Emotional Distress:** mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- iii. **Reasonable Person:** A reasonable person under similar circumstances and with similar identities to the complainant.

42. **Supportive Measures.** Individualized measures offered as appropriate, as reasonably available, without unreasonably burdening a Complainant or Respondent, not for punitive or disciplinary reasons, and without fee or charge to the Complainant or Respondent to:

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- i. Restore or preserve that party's access to Regis' education program or activity, including measures that are designed to protect the safety of the parties or Regis' educational environment; or
- ii. Provide support during Regis' grievance procedures or during an informal resolution process.

### D. Related Policies Procedures, Forms and Other Resources

[Amorous Relationship Policy](#)

[Discrimination and Bias Incident Report Form](#)

[Employee Handbook](#)

[Pregnant and Parenting Student Policy and Accommodation Process](#)

[Student Employee Handbook](#)

[Student Handbook](#)

## IMMEDIATE EMERGENCY RESPONSE

The Regis University Emergency Operations Plan (EOP) is designed as a resource for University personnel, administrators, students and Emergency Operations Center (EOC) personnel in assisting with information and guidelines to plan and respond to a crisis. While the Plan does not cover every conceivable contingency, it follows the principles on the All-Hazards Response that is supported and utilized by FEMA (Federal Emergency Management Agency).

Regis University has a group of trained and experienced professionals who will respond in the event of a campus emergency. This Emergency Response Team consists of members from the University Department of Campus Safety, Physical Plant, Information Technology, Residence Life & Housing, Campus Counseling Services, Dining, Auxiliary and Business Services, Finance and Budget, University Relations, Marketing and Communications and Senior Administration.

Upon the declaration of an immediate emergency response any evacuations will be announced through the RU Alert System as an Emergency Notification, which will be distributed by email, text messages and voice mail. All Campus administrators, especially those whose responsibilities and authority include the operational areas specified in the manual, must adhere to these guidelines. Only those University administrators responsible for directing and/or coordinating emergency operations may approve exception(s) to these crisis management procedures as required to fulfill the emergency response.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### EMERGENCY MANAGEMENT TESTS

Emergency management tests are scheduled and coordinated by Regis University's Campus Safety Department in conjunction with other departments and outside agencies as deemed appropriate. Emergency management tests may be announced or unannounced and are conducted at least once per calendar year. A test is defined as regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced. The campus publicizes a summary of the emergency response and evacuation procedures via email, through its RU Alert mass notification system, at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

In 2023 the University conducted one test that were unannounced:

- Operation Fervent Faith – August 7<sup>th</sup> 2023.

#### How to Find the Emergency Operations Plan

General information about the emergency response and evacuation procedures is available on the Regis Emergency Preparedness Guide at:

<https://www.regis.edu/documents/campus-safety/regis-emergency-preparedness-guide.pdf>

### EVACUATION DRILLS

Evacuation and fire drills are scheduled and coordinated by Regis University's Environmental Safety and Health Officer (ESHO) for all residential, administrative, and educational buildings to assess and evaluate the emergency evacuation plan and capabilities. Evacuation and fire drills are unannounced and are held at least once per calendar year. When evacuation drills are held, the ESHO, Campus Safety, and Residence Life & Housing Staff monitor the evacuation to evaluate egress, routes to assembly areas, and other behavioral patterns. Reports are prepared by participating departments by identifying deficient equipment, so repairs can be made immediately. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Students receive information about evacuation and sheltering procedures during small group student orientation program and during other educational sessions available throughout the year.

Residence Life & Housing staff members are trained in these procedures and act as an on-going resource for students living in residential facilities.

### EVACUATION PROCEDURES

When needed, evacuations will be conducted on the affected building(s) for students, staff and faculty. There are different types of evacuations that may be required. The most familiar is the evacuation in the event of a fire alarm. When an evacuation is deemed necessary, it may be announced as an Emergency Notification through the RU Alert System which will be distributed by email, text and voice mail. All Campus administrators, especially those whose responsibilities and authority include the operational areas specified in the manual, must adhere to these guidelines. Only those University administrators responsible for directing and/or coordinating emergency operations may approve exception(s) to these crisis management procedures as required to fulfill the emergency response.

#### Fire Alarm Evacuation Procedures

- 1) A fire alarm is initiated by horns and strobe lights in the affected building(s).
- 2) Always be aware of your surroundings and know how to reach the nearest exit.
- 3) If you discover or suspect a fire, immediately evacuate the building using the nearest available exit. Do not attempt to fight a fire unless you have been trained to do so. Supervisors and those with responsibility for an area should attempt to verify that their staff has evacuated, and once outside should conduct a roll call to determine whether anyone is missing. If so, they should immediately report this to Campus Safety, law enforcement or fire personnel.
- 4) Sound the building fire alarm by activating the nearest pull station as you evacuate the building by the nearest exit. If the alarm fails to operate, warn other occupants to evacuate the building by shouting the warning and knocking on doors as you evacuate.
- 5) Once outside of the building, report to the designated assembly areas as shown on the building evacuation map near the exits of the buildings. If you do not know where to evacuate, move away from the building upwind of the smoke.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- 6) Students, staff, and faculty with mobility issues who are unable to evacuate are to report to designated Areas of Rescue Assistance. Persons unable to evacuate are requested to stay in these areas until help arrives. If possible, Campus Safety will attempt to evacuate such people. If it is not possible, first responders (Fire Department) will search these areas for people who need assistance.
- 7) If it is safe to do so, as you evacuate on the way out you may check on others who might have disabilities or other special needs and help them as much as is reasonable and safe, such as assisting them to the nearest Area of Rescue which are the various stairwell landings in each building or as designated by signage. After assisting, continue to evacuate out of the building and notify a manager or responding Campus Safety personnel at the assembly area of their presence in the Area of Rescue.
- 8) Call the Campus Safety emergency number (303) 458-4122 from a mobile phone (or x 4122 from on-campus phones) and provide as much information as possible about the alarm. Do not assume someone else has called or that the fire signal notified Campus Safety. If you cannot reach Campus Safety call 911.
- 9) Do not re-enter the building for any reason until given clearance by the Fire Department for actual fires, or Campus Safety personnel or other emergency responders on the scene for alarms not caused by fire.
- 10) For safety and statistical purposes, all fires and alarm responses, whether active or extinguished, must be reported to Campus Safety for proper fire classification.

### **BOMB THREAT**

In the event of a bomb threat, evacuation routes out of the building(s) will be determined by Campus Safety and/or first responders to ensure safe egress out of the building. The assembly areas will be determined by Campus Safety / First Responders to ensure that personnel are a safe distance from the threat. Re-entry of the building will be allowed after the all clear has been given by law enforcement.

Other types of evacuations encompass other crisis events such as active shooters/active killers, and other types of violent intruders. Depending on the situation, evacuations in these circumstances may not always be an option where other strategies may have to be used such as locking down and barricading your location. If you can evacuate, move far away from the threat and when it is safe to do so contact 911 and Campus Safety.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### POST INCIDENT

- 1) At the completion of the incident, the Fire/Rescue Department, or other appropriate Emergency Official(s) should release the building to the Incident Commander. The facility should be pronounced all clear, or clear with conditions for re-occupancy. The Incident Commander and his/ her designees should then communicate the all clear or the clear with conditions to the building occupants. Once the “all clear” has been received from fire or law enforcement authorities, an RU Alert to that effect will be sent.
- 2) On the way in, staff members should check on others who might have disabilities or other special needs and assist them as much as is reasonable and safe.

### SHELTER-IN-PLACE PROCEDURES – WHAT IT MEANS TO “SHELTER-IN-PLACE”

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

#### Basic “Shelter-in-Place” Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest University building quickly. If police or fire department personnel are on the scene, follow their directions.

#### How You Will Know to “Shelter-in-Place”

A shelter-in-place notification may come from several sources, Campus Safety, Housing Staff members, President’s Office, Marketing and Communications, other University employees, local Police, or other authorities utilizing the Regis’s emergency communications tools.

#### How to “Shelter-in-Place”

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

2. If you have to leave your area, ensure that you turn off the lights.
3. Locate a room to shelter inside. It should be:
  - An interior room.
  - Above ground level, without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
4. Shut and lock all windows (tighter seal) and close exterior doors.
5. Turn off air conditioners, heaters, and fans.
6. Close vents to ventilation systems as you are able. Physical Plant staff will turn off the ventilation as quickly as possible.
7. Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list into Campus Safety so they know where you are sheltering. If only students are present, one of the students should call in the list.
8. Turn on a radio or TV and listen for further instructions.
9. Make yourself comfortable.

### OFF CAMPUS SHELTERING

If there is a need to evacuate off campus, obviously many people will leave campus in their personal vehicles. However, there will be those who cannot exercise this option, either because they have no vehicle or because their vehicle is inaccessible due to the location of the incident. If the evacuation only involves one building or a section of the campus, we will move the people affected into other areas on campus, or to Regis Square. However, if the entire campus needs to be evacuated, or if the crisis is located in such a manner as to make relocation elsewhere on campus impossible, we will move our people to the Ricardo Flores Magon Academy located north of campus at 5330 Meade Street.

1. If an evacuation to the Ricardo Flores Magon Academy becomes necessary, Campus Safety Officer (CSO) will contact Director Ed Perez.
2. Director Perez will notify our partners at Magon Academy and send a RU Alert advising anyone needing a place to which to evacuate to go to Magon Academy.
3. One CSO on duty will retrieve the key and access card for Magon Academy.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

4. A CSO will go to the Magon Academy, which is located at 5330 Meade Street, only a block north of campus on Lowell Blvd.
5. The access to the building will be through the main entrance located on the west side of the school.
6. People are to be stationed in the cafeteria and/or the adjacent gym, and they need to stay out of other areas of the building.
  - a. Our occupancy there will only last as long as the critical incident continues, and we will ask the evacuees to tidy up after themselves.

As part of this agreement, Regis University has agreed to reciprocate the need to provide shelter, as needed, to the students and staff of the Ricardo Flores Magon Academy. Initiation of this event will be preceded by a call to the Director of Campus Safety, Ed Perez.

The relationship between Regis University and the Ricardo Flores Magon Academy to serve as evacuation sites has been codified through a Memorandum of Understanding between the two institutions.

### **EMERGENCY NOTIFICATIONS (RU Alert)**

The Department of Campus Safety receives information from various offices/departments on campus, or from students, staff, and faculty, who are encouraged to report all crimes and public safety related incidents to Campus Safety in a timely manner to aid in providing accurate information to be used when making emergency notifications to the community, and to ensure inclusion in the annual crime statistics. Regis University uses the systems listed below to notify the campus community immediately, upon confirmation that a dangerous situation or significant emergency exists involving an immediate threat to the health or safety of students and/or staff on any of our campuses.

Individuals can report emergencies occurring at Regis University Northwest Denver Campus, and the Thornton Campus by calling Campus Safety at 303-458-4122.

The Department of Campus Safety confirms the existence an immediate threat to the life or safety of people on one of the Regis campuses with the assistance of information resources such as campus administrators, local first responders or the National Weather Service. The Director or the Assistant Director of Campus Safety and will determine the content of the message and will use some or all the systems described below to communicate information about the threat to:

- All Regis campuses.
- One or more affected campuses; or

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- To the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

Students and staff of Regis University may commute to multiple campuses. To best inform the Regis community, Emergency Notifications may be sent to all Regis community members. Each message designates the campus pertinent to the alert, for example:

RU Alert

Lockdown! Thornton Campus Only

Emergency Notification

Thornton Campus is to lockdown due to a shooting near the campus.

Updates will be sent as soon as the information is available.

In the event of an emergency / life threatening situation, that occurs within the Regis University Clery Geography for any of its campuses (On Campus, On Campus Residential Facilities, Public Property and Non-campus). The content of the Emergency Notification is determined by the Campus Safety Director or Assistant Director. The Emergency Notifications are written and distributed by the Campus Safety Director or the Assistant Director through the mass notification system.



For Emergency Notifications, the University utilizes RU Alert email, text messaging, and voice messaging, as its primary notification system. It may also use other modes of communication such as face-to-face communication for emergency notification purposes. The Director or the Assistant Director of the Department of Campus Safety will, without delay and considering the

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities and first responders compromise the efforts to assist a victim, contain the emergency, respond to the emergency, or otherwise mitigate the emergency. Emergency notifications and follow-up information pertaining to an immediate threat to the health and safety, or dangerous situation on campus will be sent using some or all of the systems listed below, as deemed appropriate.

The notifications will be completed by the Departments listed on the next page, depending on the system being used to communicate.

Primary Method of Communication				
System Used	Primary Message Creator	Authority for approving & sending messages	Primary Message Sender	Backup Message Sender
RUALERT Text, voice, email	Director   Assistant Director Campus Safety	Director   Assistant Director Campus Safety	Director   Assistant Director Campus Safety	Regroup

Additional Methods of Communication – as applicable					
System Used	Primary Message Creator	Backup Message Creator	Authority for approving & sending messages	Primary Message Sender	Backup Message Sender
Regis Website	Associate Vice President   Director of Communications Marketing & Communications	N/A	Associate Vice President   Director of Communications Marketing & Communications	Marketing and Communications	N/A
Face to Face Communication	Campus Safety Personnel	Physical Plant Personnel	Director   Assistant Director Campus Safety	Campus Safety Personnel	Physical Plant Personnel

Regis University email addresses are automatically registered for the Emergency Notification System and cannot be removed as long as the email address is active. Any member of the Regis University community has the option to receive Emergency Notifications via text or voice by visiting [regis.regroup.com](http://regis.regroup.com), and a link can also be found at:

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

<https://www.regis.edu/About-Regis-University/University-Offices-and-Services/Student-Affairs/Campus-Safety.aspx>

By logging in using RegisNet credentials (student or employee login credentials). Once logged in, notification preferences can be added or changed, except for removing regis.edu email address, by selecting the “preferences” link in the navigation bar, then choosing the “email/phone” tab.

### MEMBERS OF THE LARGER COMMUNITY

Communication is a critical part of incident management. Regis University is committed to communicating with parents and the community during emergencies on campus. The Public Information Officer (PIO) serves as the central point for dissemination of accurate, coordinated and timely communications to the affected audiences. Information about Regis University emergency response may also be found in the University’s Emergency Operations Plan (EOP).

In the event of an emergency, parents/guardians, media, local government, private sector, local community, and first responders may access pertinent information via communication channels that will have information periodically posted, including regis.edu, and the @RegisUniversity Twitter feed.

If there is an immediate threat to the health or safety of students or employees occurring on campus, Regis University will follow its emergency notification procedures. An institution that follows its emergency notification procedures 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.

### Timely Warning Notification (RU ALERT)

An *RU Alert* (described by the *Clery Act* as “Timely Warning Notification”) will be issued to the community in the event of a reported *Clery Act* crime that occurs within the Regis University Clery Geography (On Campus, On Campus Residential Facility, Public Property and Non-campus locations), that, in the judgment of Campus Safety Director, Assistant Director, or designee, constitutes a serious or continuing threat to the University community. As soon as the pertinent information is available a Timely Warning Notification Alert will be issued through the Regroup Mass Notification System as an RU Alert via email. Depending on the circumstances of the *RU Alert*, other platforms of communication may be used such as voice and text. The contents of the Crime Alerts are generally written and distributed by the Campus Safety Director or Assistant, or respective designee. Additionally, the Marketing and Communication Department may be enrolled to issue messages on the university’s Webpage.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Students and staff of Regis University may commute to multiple campuses. To best inform the Regis community, Crime Alerts are sent to all Regis community members. Each message designates the campus pertinent to the alert. For example:

### RU Alert! Northwest Denver Campus - Burglary

Sunday, January 14, 2018, two reports of burglary were reported to Campus Safety.

A burglary was reported from Residence Village building #4, where items were taken from student's rooms and common areas.

There are no suspects for either incident at this time.

- Lock your room or office whenever you leave, even if you are only gone a minute.
- Keep your purse, wallet, electronics, and other valuables in a secure location such as a locked desk or filing cabinet.
- Keep items of value out of sight and secured. Do not bring items of significant value to work and do not carry large sums of cash.
- Carry the key to your file cabinets or desk drawer with you.
- Turn off your computer and protect access to your personal or confidential information on electronic devices by using a password. "Lock" your desktop computer when you step away from your computer for any length of time.
- If you see something say something, do something, call Campus Safety or the Denver Police Department.

If you have any information that pertains to this crime, please contact the Denver Police Department at (720) 913-2000 or the Regis Campus Safety Department at (303) 458-4122

RU Alerts are typically issued for the following Uniform Crime Reporting Program (UCR), National Incident Based Reporting System (NIBRS) Violence Against Women Act of 1994 (VAWA), and the Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual for crimes classification for incidents of murder/non-negligent manslaughter, sex offenses, aggravated assault, burglaries, motor vehicle thefts, major incidents of arson, robbery, burglary, motor vehicle theft, arson, and hate crimes.

Typically, circumstances that warrant a RU Alert (Timely Warning notices) are crimes reported to Campus Safety, other Campus Security Authorities, and/or the local police agency. The University has requested that the local law enforcement agencies where campuses are located inform the University when crimes are committed on or near a campus that might pose a serious or ongoing threat to the community.

RU Alerts are considered on a case-by-case basis, depending on the facts of the case and the information known by the Department of Campus Safety. For example, if an assault occurs between two students who have a disagreement, there may be no on-going threat to other

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Regis University community members and a Crime Alert would not be distributed. In a case involving a sexual assault which was reported long after the incident occurred, there is no ability to distribute a “timely” RU Alert notice to the community. Sex offenses will be considered on a case-by-case basis depending upon when and where the incident occurred, when it was reported, whether the alleged assailant has been identified, and the amount of information known by the Department of Campus Safety. Cases involving property crimes will be assessed on a case-by-case basis and alerts may be sent if there is a discernible pattern of crime. Campus Safety Administrators, or their respective designee will review all such reports to determine if there is a serious or on-going threat to the community and if the distribution of a Crime Alert is warranted.

RU Alerts will be provided to students and employees in a manner that is timely, that withholds the names of victims as confidential, and that will aid in the prevention of similar occurrences.

Regis University is not required to issue a RU Alert (Timely Warning) with respect to crimes reported to a pastoral or professional counselor.

Individuals with information they believe warrants a Timely Warning should report it to Campus Safety at (303) 458-4122 (x4122) or in person at the Campus Safety Office located West Hall (Suite 107) or contact Campus Officials by phone at (303) 458-4122.

Primary Method of Communication				
Delivery System	Primary Message Creator	Authority for approving & sending messages	Primary Message Sender	Backup Message Sender
RUALERT email	Director   Assistant Director Campus Safety	Director   Assistant Director Campus Safety	Director   Assistant Director Campus Safety	Regroup

Additional Methods of Communication – if deemed applicable				
Delivery System	Primary Message Creator	Authority for approving & sending messages	Primary Message Sender	Backup Message Sender
RUALERT Text, Voice, Regis' Website	Director   Assistant Director Campus Safety   Marketing and Communication	Director   Assistant Director Campus Safety   Marketing and Communication	Director   Assistant Director Campus Safety   Marketing and Communication	Regroup



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### OTHER NOTIFICATIONS

Using the RU Alert system, Campus Safety Administrators or their designee may issue other alerts to the community.

#### RU Informed Alerts

These alerts are email messages sent to raise awareness of incidents that are important to the Regis community but are not immediate or ongoing threats to life, safety or property. Instances such as a telephone or power outage on campus, University closures, and police activity in the area. In the event of an unscheduled telephone or power outage, these messages may be sent via telephone and text.

### CAMPUS SEX CRIMES PREVENTION ACT

The Adam Walsh Child Protection and Safety Act of 21006 (42. U.S.C. 16921) is an Act to protect children from sexual exploitation and violent crime, to prevent child abuse and child pornography, to promote internet safety. The Campus Sex Crimes Prevention Act of 2000 is a federal law that requires institutions of higher education to advise the campus community where information concerning registered sex offenders may be obtained. In Colorado, the Colorado Bureau of Investigation is responsible for maintaining this information as part of its sex offender registry. Additional information regarding convicted offenders in Colorado is available at:

<https://www.colorado.gov/apps/cdps/sor/>

Information regarding the Campus Sex Crimes Prevention Act is available at:

<https://www.higheredcompliance.org/compliance-matrix/>

In Colorado, convicted sex offenders are required to also disclose their association with institutions of higher education when applicable. Specifically affected are those registered sex offenders who attend, are employed by, or volunteer at institutions of post-secondary education. The University is providing a link to the Colorado State Sex Offender Registry for all inquiries regarding registered sex offenders who have disclosed an association with Regis University. All sex offenders are required to register in the state of Colorado and to provide notice of each institution of higher education in Colorado at which the person is employed, carries a vocation or is a student. In Colorado, convicted sex offenders must register with the Colorado Bureau of Investigation (CBI). The Colorado sex offender website is:

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

<https://www.colorado.gov/apps/cdps/sor/>

### HATE CRIMES

Regis University strives to foster a safe and healthy learning environment that embodies diversity and inclusion of all members of the Regis University community.

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. Although there are many possible categories of bias, under the *Clery Act*, only the following eight categories are reported: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability.

Hate Crimes are expressed in the overall statistics of reported *Clery Act* crimes, and are also expressed separately, as required under federal law, in the section of the Annual Security Report designated for Hate Crimes. In addition, there are four categories of crimes that are specific only to Hate Crimes. They are Intimidation, Destruction/Damage/Vandalism of Property, Larceny-Theft, and Simple Assault. These crimes are required to be reported under the Hate Crimes section but are not required to be reported under other sections of the Annual Security Report.

**Note:** A hate or bias-related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated as a whole or in part by the offender's bias. For example, a subject of an assault is a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, sexual orientation, gender identity, gender, religion, ethnicity or disability, the offense is then also classified as a hate crime.

### CAMPUS CRIME STATISTICS

The following statistics are reported in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*, which requires all colleges and universities receiving federal funds to publish the occurrence of certain criminal offenses reported to the Department of Campus Safety, to Campus Security Authorities (CSAs), or to local police. Statistics are reported for the three most recent calendar years. Individuals are encouraged to make a report of a criminal incident for the purposes of inclusion in the Annual Security & Fire Safety Report. To provide relevant information, individuals need to contact the Department of Campus Safety located at the Northwest Denver Campus, West Hall, Suite 107, or call the department's main phone number: (303) 458-4122. Additionally, non-emergency crimes may be reported through the Department's online reporting system at the following link:

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

<https://regisuniversity.omnigo.one/cesireportexec/OLR/Main.aspx>

### CLERY GEOGRAPHY

The location for reporting of crimes is determined through what is referred to as Clery Geography. Regis University reports the crimes required by the *Clery Act* that occurred on or within the institution's Clery Geography that were reported to a Campus Security Authority. Clery Geography defines campus property as *On Campus*, *On Campus Student Housing*, *Non-campus*, and *Public Property*. The maps below show the Clery Geography for each of the Regis University campuses.

**Note:** Although some of these private businesses and houses are located on property owned by Regis or included within its Clery Geography they are not affiliated with the University and crimes in these areas are not included in the Clery Geography for statistical purposes. These businesses and houses are private concerns and are not intended for the exclusive or predominant use of Regis students that directly support or relate to Regis University's educational purposes.

**On Campus Student Housing** is a subset of campus property and is defined as any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution and is within the reasonably contiguous geographic area that makes up the campus. This is an important item concerning crime because if a Clery reportable crime occurs in an on-campus student housing facility the crime will be counted as being on campus and also in an on-campus student housing facility for statistical reporting.

**Clery Public Property** encompasses all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. The first public property within our campus includes the public roads located on the Adams County side of the core campus. The second area is public property that immediately borders and is accessible from the campus. In many cases this property consists of a public sidewalk that borders the campus, the public street, and the public sidewalk on the far side of the public street. Clery crimes that are reported in our public property will be added to the Annual Security and Fire Safety Report for statistical purposes.

The last category of Clery geography, Non-Campus Property, is defined as 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, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. For non-campus geography, the statistics are included in the Northwest Denver Crime Statistics. As a note, there is no public property that pertains to non-campus locations.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

The statistics referred to in this report related to the Northwest Denver Campus are compiled from incident reports of the Department of Campus Safety, the Office of Student Life, which has responsibility for disciplinary referrals and actions which may not be reported to Campus Safety, the Office of the Title IX Coordinator, Campus Security Authorities, and local law enforcement agencies.

The statistics referred to in this report related to the Thornton campus and other locations used by the University for classes or programming are compiled from incident reports made to the Department of Campus Safety, personnel at the Thornton Campus, reports made to the Title IX Coordinator, Campus Security Authorities, and local law enforcement agencies.

As required by the *Clery Act*, crimes that are reported and counted in the University's Clery Geography fall into four categories and are statistically counted for in this report:

**Note:** Statistics are based on all reports of alleged criminal incidents that come to the attention of a Campus Security Authority. It is not necessary for the crime to have been investigated by the police, Campus Safety, or a Campus Security Authority, nor must a finding of guilt or responsibility be made to include the reported crime in our crime statistics.

1. Criminal Offenses: Murder and Non-Negligent Manslaughter, Manslaughter by Negligence, Sex Offenses (Rape, Fondling, Incest, Statutory Rape), Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, and Arson.
2. Hate Crimes; any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation or Destruction/Damage/Vandalism of Property that were motivated in whole or in part by bias on the part of the offender towards the victim's actual or perceived race, religion, sexual orientation, gender, gender identity, ethnicity, national origin, or disability.
3. Violence Against Women Act (VAWA) Offenses: Domestic Violence, Dating Violence, Sexual Assault and Stalking
4. Arrests and Referrals for Disciplinary Action for Weapons Law violations, Drug Law violations, and Liquor Law violations.

This report is also available to the public on the Regis University website.

Each year prior to October 1<sup>st</sup> an RU Alert is sent via email notification for the publication of the *Annual Security and Fire Safety Report* that contains the direct link to the *Annual Security and*

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

*Fire Safety Report* for the current reporting period. For prospective students and prospective employees Regis University's Human Resource Department and Admissions Department provides a notice of availability of the *Annual Security and Fire Safety Report* with a direct link to the report on the employment application and enrollment webpages.

Beginning with the reports due in 2015, institutions have been required to include in the Web-based survey and the annual security report statistics for the total number of crime reports that were "unfounded" and subsequently withheld from crime statistics during each of the three most recent calendar years. Crimes can be unfounded only after a full investigation by sworn or commissioned law enforcement personnel. A crime is considered unfounded for *Clery Act* purposes only if sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless. Crime reports can be properly determined to be false only if the evidence from a complete and thorough investigation establishes that the crime reported was not, in fact, completed or attempted in any manner. Regis University Campus Safety is not a sworn or commissioned law enforcement agency and does not have the authority to unfound any reported crime.





# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Regis University's Clery Geography for the year 2023 in which crimes were counted. Northwest Denver Campus



## CRIMINAL OFFENSES

2023 Criminal Offenses	On Campus Student Housing	On Campus	Non Campus	Public Property
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	1
MANSLAUGHTER BY NEGLIGENCE	0	0	0	0
FONDLING	4	6	0	0
INCEST	0	0	0	0
RAPE	1	1	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	1	4	0	0
BURGLARY	1	8	0	0
MOTOR VEHICLE THEFT	0	5	0	1
ARSON	1	3	0	0

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

2022 Criminal Offenses	On Campus Student Housing	On Campus	Non Campus	Public Property
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	0	0	0	0
FONDLING	0	0	0	0
INCEST	0	0	0	0
RAPE	3	0	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	2	0	0
BURGLARY	1	12	0	0
MOTOR VEHICLE THEFT	0	12	0	7
ARSON	1	4	0	0

2021 Criminal Offenses	On Campus Student Housing	On Campus	Non Campus	Public Property
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	0	0	0	0
FONDLING	1	0	0	0
INCEST	0	0	0	0
RAPE	2	3	0	0
STATUTORY RAPE	0	0	0	0
ROBBERY	0	0	0	2
AGGRAVATED ASSAULT	0	0	0	1
BURGLARY	3	8	0	0
MOTOR VEHICLE THEFT	0	7	0	4
ARSON	0	0	0	0



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### ARREST AND JUDICIAL REFERRALS Weapons | Drugs | Alcohol

2023 Arrest and Judicial Referrals	On Campus Student Housing	On Campus	Non Campus	Public Property
<b>ARREST</b>				
LIQUOR LAW VIOLATIONS	2	2	0	0
DRUG LAW VIOLATIONS	1	2	0	0
WEAPON LAW VIOLATIONS	0	3	0	1
<b>JUDICIAL REFERRALS</b>				
LIQUOR LAW VIOLATIONS	30	30	0	0
DRUG LAW VIOLATIONS	6	6	0	0
WEAPON LAW VIOLATIONS	1	1	0	0

2022 Arrest and Judicial Referrals	On Campus Student Housing	On Campus	Non Campus	Public Property
<b>ARREST</b>				
LIQUOR LAW VIOLATIONS	4	6	0	1
DRUG LAW VIOLATIONS	2	4	0	0
WEAPON LAW VIOLATIONS	0	2	0	0
<b>JUDICIAL REFERRALS</b>				
LIQUOR LAW VIOLATIONS	58	19	0	0
DRUG LAW VIOLATIONS	23	3	0	0
WEAPON LAW VIOLATIONS	0	0	0	0

2021 Arrest and Judicial Referrals	On Campus Student Housing	On Campus	Non Campus	Public Property
<b>ARREST</b>				
LIQUOR LAW VIOLATIONS	7	1	0	0
DRUG LAW VIOLATIONS	0	4	0	10
WEAPON LAW VIOLATIONS	0	0	0	2
<b>JUDICIAL REFERRALS</b>				
LIQUOR LAW VIOLATIONS	62	0	0	0
DRUG LAW VIOLATIONS	4	2	0	0
WEAPON LAW VIOLATIONS	0	0	0	0

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### VIOLENCE AGAINST WOMEN ACT

2023 VAWA	On Campus Student Housing	On Campus	Non Campus	Public Property
DATING VIOLENCE	0	1	0	0
DOMESTIC VIOLENCE	0	1	0	0
STALKING	0	1	0	0

2022 VAWA	On Campus Student Housing	On Campus	Non Campus	Public Property
DATING VIOLENCE	3	3	0	0
DOMESTIC VIOLENCE	0	0	1	0
STALKING	6	3	0	0

2021 VAWA	On Campus Student Housing	On Campus	Non Campus	Public Property
DATING VIOLENCE	2	2	0	0
DOMESTIC VIOLENCE	0	2	0	2
STALKING	1	2	0	1

### HATE CRIMES

#### 2023

- 4 counts of Hate Crime of intimidation On Campus based on Race, and one count of Hate Crime of Intimidation in a residence hall based on Race.

#### 2022

##### On Campus

- 1 count of Hate Crime of intimidation based on Race and 1 count of Hate Crime of intimidation based on Race

##### Non-campus

- There were no reported Hate Crimes.

##### Public Property

- There were no reported Hate Crimes.

#### 2021

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## On Campus

- 2 Counts of Hate Crime-Intimidation based on Race

## Residential Facilities

- There were no reported Hate Crimes.

## Non-campus

- There were no reported Hate Crimes.

## Public Property

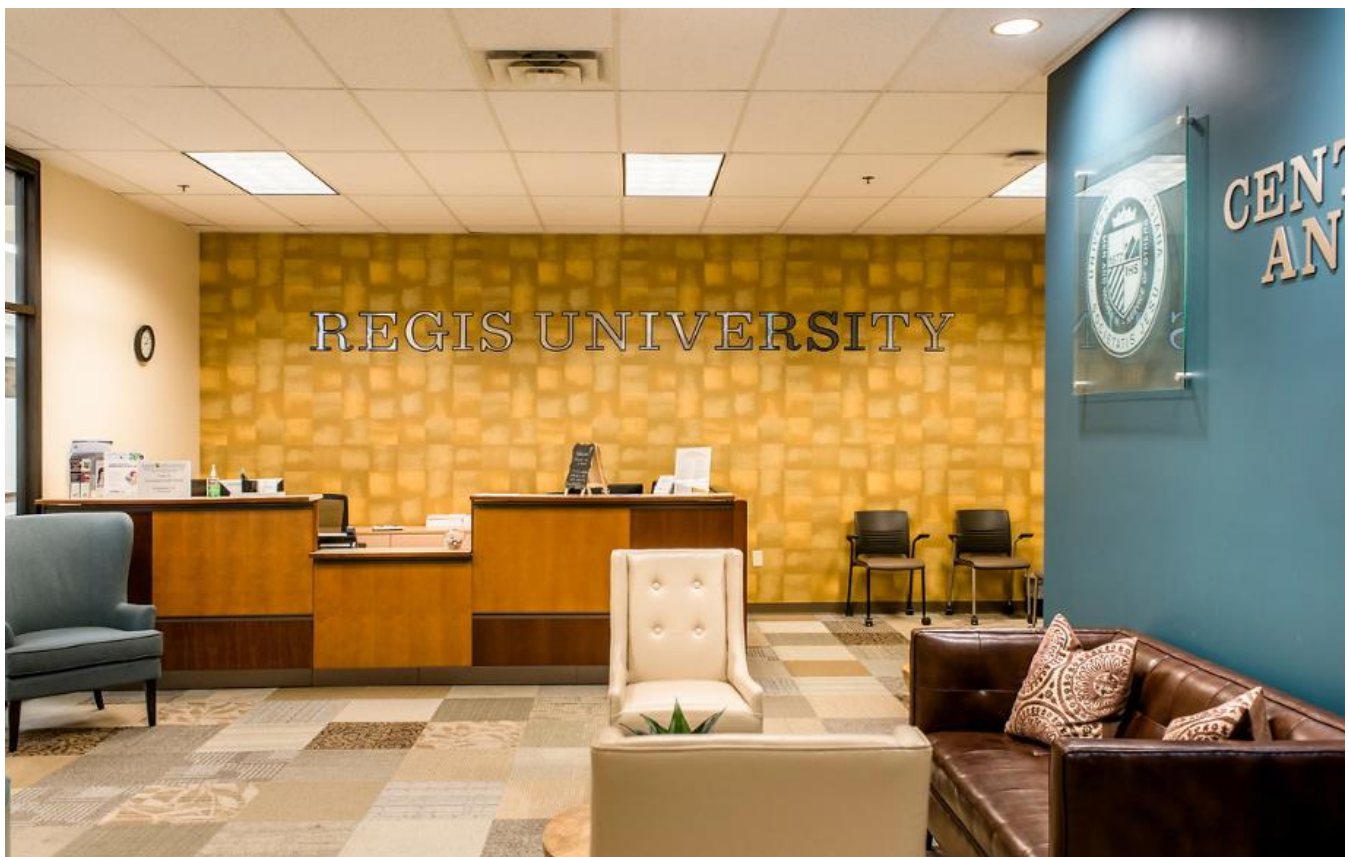
- There were no reported Hate Crimes.

## UNFOUNDED CRIMES

2023 – No unfounded crimes

2022 - No unfounded crimes

2021 - 1 unfounded crime of burglary on campus



# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## THORNTON CAMPUS

(There are no residential housing or non-campus locations)



## CRIMINAL OFFENSES

2023 Criminal Offenses	On Campus	Public Property
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0
NEGLIGENT MANSLAUGHTER	0	0
FONDLING	0	0
INCEST	0	0
RAPE	0	0
STATUTORY RAPE	0	0
ROBBERY	0	0
AGGRAVATED ASSAULT	2	0
BURGLARY	1	0
MOTOR VEHICLE THEFT	0	0
ARSON	0	0

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

2022 Criminal Offenses	On Campus	Public Property
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0
NEGLIGENT MANSLAUGHTER	0	0
FONDLING	0	0
INCEST	0	0
RAPE	0	0
STATUTORY RAPE	0	0
ROBBERY	0	0
AGGRAVATED ASSAULT	1	0
BURGLARY	0	0
MOTOR VEHICLE THEFT	1	0
ARSON	0	0

2021 Criminal Offenses	On Campus	Public Property
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0
NEGLIGENT MANSLAUGHTER	0	0
FONDLING	0	0
INCEST	0	0
RAPE	0	0
STATUTORY RAPE	0	0
ROBBERY	0	0
AGGRAVATED ASSAULT	0	0
BURGLARY	0	0
MOTOR VEHICLE THEFT	0	0
ARSON	0	0

### ARRESTS AND JUDICIAL REFERRALS - WEAPONS | DRUGS | ALCOHOL

2023 Arrest and Judicial Referrals	On Campus	Public Property
<b>ARRESTS</b>		
LIQUOR LAW VIOLATIONS	0	0
DRUG LAW VIOLATIONS	0	2
WEAPON LAW VIOLATIONS	1	0
<b>JUDICIAL REFERRALS</b>		
LIQUOR LAW VIOLATIONS	0	0
DRUG LAW VIOLATIONS	0	0
WEAPON LAW VIOLATIONS	0	0

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

2022 Arrest and Judicial Referrals	On Campus	Public Property
<b>ARRESTS</b>		
LIQUOR LAW VIOLATIONS	0	0
DRUG LAW VIOLATIONS	2	0
WEAPON LAW VIOLATIONS	0	0
<b>JUDICIAL REFERRALS</b>		
LIQUOR LAW VIOLATIONS	0	0
DRUG LAW VIOLATIONS	0	0
WEAPON LAW VIOLATIONS	0	0

2021 Arrest and Judicial Referrals	On Campus	Public Property
<b>ARRESTS</b>		
LIQUOR LAW VIOLATIONS	0	0
DRUG LAW VIOLATIONS	0	0
WEAPON LAW VIOLATIONS	0	0
<b>JUDICIAL REFERRALS</b>		
LIQUOR LAW VIOLATIONS	0	0
DRUG LAW VIOLATIONS	0	0
WEAPON LAW VIOLATIONS	0	0

### VIOLENCE AGAINST WOMAN ACT

2023 VAWA	On Campus	Public Property
DATING VIOLENCE	0	0
DOMESTIC VIOLENCE	1	0
STALKING	0	0

2022 VAWA	On Campus	Public Property
DATING VIOLENCE	0	0
DOMESTIC VIOLENCE	0	0
STALKING	0	0

2021 VAWA	On Campus	Public Property
DATING VIOLENCE	0	0
DOMESTIC VIOLENCE	0	0
STALKING	0	0



# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## HATE CRIMES

2023: There were no reported Hate Crimes.

2022: There were no reported Hate Crimes.

2021: There were no reported Hate Crimes.

## UNFOUNDED CRIMES

2023 - No unfounded crimes

2022 - No unfounded crimes

2021 - No unfounded crimes





# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## Fire Safety Report

### FIRE SAFETY STATEMENT

Regis University publishes this Fire Safety Report as part of its annual Clery Act compliance. This report contains information regarding the fire safety practices and standards for Regis University that includes statistics pertaining to Residential Housing concerning the number of fires, the cause of each fire, the number of injuries, and the value of the property damage caused by a fire. This report is available in the Campus Safety Office and a copy may be obtained by requesting a copy from the Department of Campus Safety (303) 458-4122 or at [safety@regis.edu](mailto:safety@regis.edu).

A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. If a fire occurs in a Regis University building, community members should immediately call 911 to report the fire. Subsequent calls should be made to the Department of Campus Safety at (303) 458-4122 for notification of the fire. Community members are encouraged to report fires that have not been reported and have been extinguished for the purposes of evaluating if those fires should be included in the University's fire statistics.

Regis University maintains compliance with the fire and life-safety standards in all buildings in accordance with the National Fire Protection Association (NFPA) 72 regulations. Compliance involves annual inspections of all fire detection (smoke detectors, heat sensors, horn strobe devices, etc.) and suppression (sprinkler systems, fire extinguishers, kitchen hood systems, etc.) systems. In addition to fire inspections, emergency evacuation drills are conducted with sufficient frequency to familiarize occupants with successful fire drill procedures. As of March 2023, the existing "Fire Captain Program" was reformatted and retitled "Emergency Coordinator Program" in accordance with Denver Fire Department recommendation and procedure. This program designates and trains at least one competent person in every Regis department who can take the lead on general safety and during emergencies. This program spans both the Northwest Denver Campus as well as the Thornton campus.

The University completed unannounced fire drill evacuation exercises from October 5<sup>th</sup>, 2022, to January 26<sup>th</sup>, 2023 between 8:30 am to 5:00 pm to ensure that each facility located on the Northwest Denver and Thornton campuses conducted a successful evacuation drill in under six minutes. Additional unscheduled evacuations were conducted in each facility throughout the year due to fire alarms in the facilities. The full procedures that students and staff should follow in case of a fire are listed in this report.

Residence Life staff participated with the Assistant Director Environmental Health and Safety Officer (EHSO) in conducting fire drills in the residence halls. The residence hall fire drills evaluate if all students and staff left the building and reported to the designated fire evacuation points. It was identified that some students did not evacuate as planned and they were sent to

## **2024 Annual Security and Fire Safety Report**

Information for the 2024-2025 Academic Year

Residence Life for disciplinary action. The full procedures that students and staff should follow in case of a fire are listed in this report.

Fire Safety Education: Prior to each fall semester, all Residence Life housing managers are provided education and training from our City Fire Tech Services Division on the proper procedure for handling fire drills and use of portable fire extinguishers. In 2015, all fire egress maps were reassessed to address recent renovations to facilities. These maps were updated, posted and shared with managers in each facility.

### **Fire Evacuation evaluation:**

During annual fire drills the inspection team evaluates how occupants evacuate buildings following the evacuation procedures identified below.

### **REGIS 2023 FIRE DRILLS OBJECTIVES**

Fire drill objectives are determined with the input of Physical Plant and Campus Safety. The objectives in 2023 were to:

1. Evaluate the effectiveness of evacuation procedures and determine necessary changes or adjustments to procedures to improve performance.
2. Determine whether students/faculty/staff understand the proper assembly areas for each designated building.
3. Demonstrate timely evacuation of all buildings. Times equal to or better than six minutes were the goal.
4. Test the fire alarm systems and evaluate audible alarms throughout each facility to ensure that all occupants can hear and/or see the alarm indicators throughout the building.

The objectives were met in 2023.

### **REGIS FIRE REPORT AND LOG**

The University did have 1 reported fire in Residential Buildings in 2023 which was in Residential Village Building #1. There was no property damage or injuries involved.

### **PLANS FOR FUTURE IMPROVEMENTS TO FIRE SAFETY**

The University follows National Fire Protection Association (NFPA) guidelines in its use, maintenance, and inspection of fire systems. There were no updates to the fire systems in 2023. The University does or does not have any planned future improvements in fire safety at this time.

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## **FIRE DRILLS**

To ensure that students living in on-campus housing facilities are properly prepared to evacuate the building in the event of an emergency, Regis University conducts at least one routine fire drill in each building annually, with additional drills taking place during false alarms. Fire drills are conducted without prior notice and building occupants are evaluated on their performance in the course of these drills. Drills are repeated on subsequent days following the initial attempt until complete evacuation is successfully executed in under six minutes without anyone re-entering the building.

## **FIRE SAFETY EDUCATION**

Prior to each Fall semester, all Residence Life housing managers are provided education and training from the EHSO and City Fire Tech Services Division on the proper procedure for handling fire alarms, drills, evacuation assembly and the use of portable fire extinguishers. Physical Plant personnel receive practical fire extinguisher training and practice every other year.

Regis University's policies regarding fire safety education and training programs are provided to students, faculty, and staff. Regis University conducts annual fire safety education training for designated Emergency Coordinators from each department who then disseminate the information covered to their respective departments. Resident Assistants are also given fire safety training, which they disseminate to the residents in their residence halls.

## **PROCEDURES STUDENTS AND EMPLOYEES SHOULD FOLLOW IN CASE OF FIRE**

1. If you discover or suspect a fire immediately evacuate the building using the nearest available exit. Do not attempt to fight a fire unless you have been trained to do so. Sound the building fire alarm by activating the nearest pull station and/or as you evacuate the building by the nearest exit, verbally sounding the alarm and knocking on doors. If the alarm fails to operate, warn other occupants to evacuate the building by shouting the warning.
2. Once outside of the building, report to the designated assembly areas as marked on the building evacuation map near the exits of the buildings.
3. Students with mobility issues are to report to the Designated Area of Rescue in the facility. Students with mobility impairments are requested to stay in these areas until help arrives.
4. If it is safe to do so, on the way out, check on others who might have disabilities or other special needs and help them as much as is reasonable and safe. If you cannot assist those with special needs, advise a staff member, a firefighter, police officer or member of Campus Safety at the assembly area of their presence and location.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

5. Call the Campus Safety emergency number (303) 458-4122 from a mobile phone (or x 4122 from on campus phones) and provide as much information as possible about the alarm. Don't assume someone else has called or that the fire signal notified Campus Safety.
6. DO NOT re-enter the building for any reason until given clearance by Campus Safety personnel on the scene.
7. For safety and statistical purposes, all fires, whether active or extinguished, should be reported to Campus Safety.

### **EVACUATION PROCEDURES**

If a fire or smoke detector alarm sounds, immediately vacate the building via the nearest stairwell and proceed to the designated evacuation area point or at least 300 feet outside the building. Remain outside until Campus Safety personnel or the Fire Department allows you to reenter. All occupants' full cooperation in any evacuation is required. Failure to evacuate the building in the event of an alarm sounding may result in disciplinary action.

### **PORTABLE ELECTRONIC DEVICES, SMOKING AND OPEN FLAME POLICIES**

Propane or charcoal grills are not allowed in the residence halls and may not be used within 25 feet of a building. Propane or other containers of gas may not be stored in any building or within 25 feet of any building. The use of UL rated surge protectors on all electronic equipment is encouraged. Smoking inside campus buildings is prohibited per the smoking policy.

### **SMOKING**

Every employee has a right to work in an environment free of tobacco smoke. Smoking is prohibited in all University offices and buildings, including residence halls and food service areas, or within 25 feet of the buildings. Smoking is also prohibited in all University owned and operated vehicles and in outdoor group seating facilities, such as outdoor classes and organized events on campus. Individuals who wish to smoke may do so outdoors away from building entrances using receptacles provided for the disposal of cigarette remains. Improper disposal of smoking materials presents a fire hazard and will not be tolerated. Smokers may not subject non-smokers to environmental tobacco smoke. If there is tobacco smoke in a designated smoke-free or employee's work area, the University will take steps to eliminate that smoke. In any dispute concerning the smoking policy, the health of the non-smoker will take precedence.

Due to fire hazards, there are several safety precautions in place for the residence halls and campus buildings.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Please be aware of the following items that Regis prohibits and/or restricts in Regis living spaces due to fire hazard. This list is not exhaustive, and any item reasonably deemed hazardous may be confiscated and held for its removal from campus by the owner at any time.

- Anything with open flames, coils, or embers
- Stoves/ovens (including toasters)
- Microwaves (aside from the one provided with your micro fridge)
- Crock pots, rice cookers, etc.
- Grills of any kind (including panini and waffle makers)
- Air fryers
- Hot plates
- Any other appliances with an exposed heating element
- Lava lamps
- Fuel (lighter fluid, kerosene, propane, lamp oil, solvents, gasoline, etc.)
- Lit candles/incense (decorative candles must not show any evidence of burning)
- Space heaters/heating lamps (with the exception of those provided by physical plant under extenuating circumstances)
- Torches of any kind
- Scented lamps
- Extension/multi-plug cords over 6 feet, in poor condition, or lacking UL certification
- Plug adapters

Within any space on campus, the following are prohibited with the exception of space heaters provided by Physical Plant:

- Portable air conditioners
- Space heaters/heating lamps
- Humidifiers
- Personal wireless routers
- Multi plugs and extension cords that are not part of a surge protector that is UL listed.
- Adapters
- Lite candles (decorative candles must not show evidence of burning, the chapel is excluded)
- Bunsen burners (university science labs are excluded)
- Torches or open flames of any kind
- Incense etc.

Additionally, decorations may **not** attach to, hang-over or obstruct: -

- Doorways
- Fire alarms
- Smoke detectors
- Emergency lights
- Light bulb



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- Pull stations
- Sprinklers
- Fire extinguishers
- Radiators
- Vents
- “EXIT” signs etc.

Personal belongings and/or furniture may not block room egress or door swing. Students may not install anything that obstructs the view of the room’s Evacuation Diagram. Propane or charcoal grills are not allowed in the residence halls and may not be used within 25 feet of a building. Propane or other containers of gas or flammable liquid may not be stored in any building or within 25 feet of any building. The use of UL rated surge protectors on all electronic equipment is encouraged. Smoking inside campus buildings is prohibited per the smoking policy.



### NORTHWEST DENVER CAMPUS RESIDENTIAL BUILDINGS FIRE CONTROL AND FIRE SYSTEMS – BY BUILDING



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Facility - 2023	Fire Alarm Control Panel	Warning; Horns and Strobes	Heat Detectors	Smoke Detectors	Manual Pull Stations	Fire Extinguishers	Fire Sprinklers	CO Detectors	Fire Doors	Number of Evacuations (fire) drills calendar year
Boryla Apartments – 4923 King Street, Denver, CO. 80221	X	X	X	X	X	X	X	X	X	1
DeSmet Hall 3333 Regis Blvd, Denver, CO. 80221	X	X	X	X	X	X	X	X	X	1
O'Connell Hall 3333 Regis Blvd, Denver, CO. 80221	X	X	X	X	X	X	X	X	X	1
West Hall 3333 Regis Blvd, Denver, CO. 80221	X	X	X	X	X	X	X	X	X	1
Residence Village (Building 1) 3333 Regis Blvd, Denver, CO 80221	X	X	X	X	X	X	X	X	X	1
Residence Village (Building 2) 3333 Regis Blvd, Denver, CO 80221	X	X	X	X	X	X	X	X	X	1
Residence Village (Building 3) 3333 Regis Blvd, Denver, CO 80221	X	X	X	X	X	X	X	X	X	1
Residence Village (Building 4) 3333 Regis Blvd, Denver, CO 80221	X	X	X	X	X	X	X	X	X	1

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

Facility - 2023	Fire Alarm Control Panel	Warning; Horns and Strobes	Heat Detectors	Smoke Detectors	Manual Pull Stations	Fire Extinguishers	Fire Sprinklers	CO Detectors	Fire Doors	Number of Evacuations (fire) drills calendar year
<b>Adams County Residential Houses</b>										
3296 W. 53 <sup>rd</sup> Ave. Denver, CO. 80221				X		X		X		0
3050 W. 53 <sup>rd</sup> Ave, Denver, CO 80221				X		X		X		0
3060 W. 53 <sup>rd</sup> Ave, Denver, CO 80221				X		X		X		0
5220 Regis Road, Denver, CO 80221				X		X		X		0

Fire Statistics 2023  Residential Facilities	Total of Fires in Each Building	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to the Fire	Value of Property Damage Caused by the Fire	Intentional	Unintentional	Undermined
Boryla Apartments - 4923 King Street, Denver, CO. 80221	0	0	0	0	0			
DeSmet Hall - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
O'Connell Hall - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
West Hall - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 1) - 3333 Regis Blvd, Denver, CO.	1	Burning debris	0	0	\$0.00 To 100.00	X		

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

<b>Fire Statistics 2023</b>  <b>Residential Facilities</b>	<b>Total of Fires in Each Building</b>	<b>Cause of Fire</b>	<b>Number of Injuries That Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to the Fire</b>	<b>Value of Property Damage Caused by the Fire</b>	<b>Intentional</b>	<b>Unintentional</b>	<b>Undermined</b>
Residence Village (Building 2) - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 3) - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 4) - 3333 Regis Blvd, Denver, CO	0	0	0	0	0			
<b>Adams County Residential Houses</b>								
3296 West 53rd Ave. - Denver, CO. 80221	0	0	0	0	0			
3302 West 53rd Ave. - Denver, CO. 80221	0	0	0	0	0			
3050 W. 53 <sup>rd</sup> Ave - Denver, CO. 80221	0	0	0	0	0			
3060 W. 53 <sup>rd</sup> Ave - Denver, CO. 80221	0	0	0	0	0			

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

<b>Fire Statistics 2022  Residential Facilities</b>	<b>Total of Fires in Each Building</b>	<b>Cause of Fire</b>	<b>Number of Injuries That Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to the Fire</b>	<b>Value of Property Damage Caused by the Fire</b>	<b>Intentional</b>	<b>Unintentional</b>	<b>Undetermined</b>
Boryla Apartments - 4923 King Street, Denver, CO. 80221	1	Burning debris	0	0	\$100.00 to \$999.00	X		
DeSmet Hall - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
O'Connell Hall - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
West Hall - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 1) - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 2) - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 3) - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 4) - 3333 Regis Blvd, Denver, CO	0	0	0	0	0			
<b>Adams County Residential Houses</b>								
3296 West 53rd Ave. - Denver, CO. 80221	0	0	0	0	0			
3302 West 53rd Ave. - Denver, CO. 80221	0	0	0	0	0			
3050 W. 53 <sup>rd</sup> Ave. - Denver, CO. 80221	0	0	0	0	0			
3060 W. 53 <sup>rd</sup> Ave. - Denver, CO. 80221	0	0	0	0	0			
5220 Regis Road - Denver, CO. 80221	0	0	0	0	0			

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

<b>Fire Statistics 2021  Residential Facilities</b>	<b>Total of Fires in Each Building</b>	<b>Cause of Fire</b>	<b>Number of Injuries That Required Treatment at a Medical Facility</b>	<b>Number of Deaths Related to the Fire</b>	<b>Value of Property Damage Caused by the Fire</b>	<b>Intentional</b>	<b>Unintentional</b>	<b>Undetermined</b>
Boryla Apartments - 4923 King Street, Denver, CO. 80221	0	0	0	0	0			
DeSmet Hall - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
O'Connell Hall - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
West Hall - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 1) - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 2) - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 3) - 3333 Regis Blvd, Denver, CO.	0	0	0	0	0			
Residence Village (Building 4) - 3333 Regis Blvd, Denver, CO	0	0	0	0	0			
<b>Adams County Residential Houses</b>								
3296 West 53rd Ave. - Denver, CO. 80221	0	0	0	0	0			
3302 West 53rd Ave. - Denver, CO. 80221	0	0	0	0	0			
3050 W. 53 <sup>rd</sup> Ave - Denver, CO. 80221	0	0	0	0	0			
3060 W. 53 <sup>rd</sup> Ave - Denver, CO. 80221	0	0	0	0	0			

# 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

## DEFINITIONS

In compliance with the *Jeanne Clery Disclosure of Campus Security Policy and the Campus Crime Statistics Act and the Violence Against Women Act of 2013 (VAWA)*, the University provides the following definitions of Domestic Violence, Dating Violence, Sexual Assault, Stalking and Consent as defined by VAWA and Colorado law.

### FEDERAL DEFINITIONS UNDER VAWA

#### Domestic Violence:

- i. A Felony or misdemeanor crime of violence committed:
  - a. By a current or former spouse or intimate partner of the victim;
  - b. By a person with whom the victim shares a child in common;
  - c. By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  - d. By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
  - e. By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

#### Dating Violence:

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

- i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- ii. For the purposes of this definition:
  - a. Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
  - b. Dating violence does not include acts covered under the definition of domestic violence.



## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

### Sexual Assault:

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

- Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling: The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

### Stalking:

1. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
  - a. Fear for the person's safety or the safety of others; or
  - b. Suffer substantial emotional distress.
2. For the purposes of this definition —
  - a. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
  - b. A reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
  - c. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

### COLORADO STATE LAW DEFINITIONS

#### Colorado law defines Domestic Violence in C.R.S. § 18-6-800.3 as follows:

- (1) "Domestic violence" means an act or threatened act of violence upon a person with whom the actor is or has been involved in an intimate relationship. "Domestic violence" also includes any other crime against a person, or against property, including an animal, or any

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

municipal ordinance violation against a person, or against property, including an animal, when used as a method of coercion, control, punishment, intimidation, or revenge directed against a person with whom the actor is or has been involved in an intimate relationship.

- (2) "Intimate relationship" means a relationship between spouses, former spouses, past or present unmarried couples, or persons who are both the parents of the same child regardless of whether the persons have been married or have lived together at any time.

- (3) **Colorado law does not have a definition of Dating Violence**

### **Colorado Law Defines Consent I § C.R.S. 18-3-401 (1.5) as follows:**

#### Consent:

"Consent" means cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent under the provisions of this part 4. Submission under the influence of fear shall not constitute consent. Nothing in this definition shall be construed to affect the admissibility of evidence or the burden of proof in regard to the issue of consent under this part 4.

### **Colorado law defines Sexual Assault in C.R.S. § 18-3-402 as follows:**

- (1) Any actor who knowingly inflicts sexual intrusion or sexual penetration on a victim commits sexual assault if:
- (a) The actor causes submission of the victim by means of sufficient consequence reasonably calculated to cause submission against the victim's will; or
  - (b) The actor knows that the victim is incapable of appraising the nature of the victim's conduct; or
  - (c) The actor knows that the victim submits erroneously, believing the actor to be the victim's spouse; or
  - (d) At the time of the commission of the act, the victim is less than fifteen years of age and the actor is at least four years older than the victim and is not the spouse of the victim; or
  - (e) At the time of the commission of the act, the victim is at least fifteen years of age but less than seventeen years of age and the actor is at least ten years older than the victim and is not the spouse of the victim; or
  - (f) The victim is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over the victim and uses this position of authority to coerce the victim to submit, unless the act is incident to a lawful search; or

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- (g) The actor, while purporting to offer a medical service, engages in treatment or examination of a victim for other than a bona fide medical purpose or in a manner substantially inconsistent with reasonable medical practices; or
- (h) The victim is physically helpless, and the actor knows the victim is physically helpless and the victim has not consented.

### **Colorado Law Defines Unlawful Sexual Contact in C.R.S. § 18-3-404 as follows:**

(1) Any actor who knowingly subjects a victim to any sexual contact commits unlawful sexual contact if:

- (a) The actor knows that the victim does not consent; or
- (b) The actor knows that the victim is incapable of appraising the nature of the victim's conduct; or
- (c) The victim is physically helpless, and the actor knows that the victim is physically helpless and the victim has not consented; or
- (d) The actor has substantially impaired the victim's power to appraise or control the victim's conduct by employing, without the victim's consent, any drug, intoxicant, or other means for the purpose of causing submission; or
- (e) Repealed.
- (f) The victim is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over the victim and uses this position of authority, unless incident to a lawful search, to coerce the victim to submit; or
- (g) The actor engages in treatment or examination of a victim for other than bona fide medical purposes or in a manner substantially inconsistent with reasonable medical practices.

(1.5) Any person who knowingly, with or without sexual contact, induces or coerces a child by any of the means set forth in section 18-3-402 to expose intimate parts or to engage in any sexual contact, intrusion, or penetration with another person, for the purpose of the actor's own sexual gratification, commits unlawful sexual contact. For the purposes of this subsection (1.5), the term "child" means any person under the age of eighteen years.

(4) A person who is convicted on or after July 1, 2013, of unlawful sexual contact under this section, upon conviction, shall be advised by the court that the person has no right:

- (a) To notification of the termination of parental rights and no standing to object to the termination of parental rights for a child conceived as a result of the commission of that offense;

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- (b) To allocation of parental responsibilities, including parenting time and decision-making responsibilities for a child conceived as a result of the commission of that offense;
- (c) Of inheritance from a child conceived as a result of the commission of that offense; and
- (d) To notification of or the right to object to the adoption of a child conceived as a result of the commission of that offense

### **Colorado Law Defines Stalking in C.R.S. § 18-3-602 as follows:**

- (1) A person commits stalking if directly, or indirectly through another person, the person knowingly:
  - (a) Makes a credible threat to another person and, in connection with the threat, repeatedly follows, approaches, contacts, or places under surveillance that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship; or
  - (b) Makes a credible threat to another person and, in connection with the threat, repeatedly makes any form of communication with that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship, regardless of whether a conversation ensues; or
  - (c) Repeatedly follows, approaches, contacts, places under surveillance, or makes any form of communication with another person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship in a manner that would cause a reasonable person to suffer serious emotional distress and does cause that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship to suffer serious emotional distress. For purposes of this paragraph (c), a victim need not show that he or she received professional treatment or counseling to show that he or she suffered serious emotional distress.
  
- (2) For the purposes of this part 6:
  - (a) Conduct "in connection with" a credible threat means acts that further, advance, promote, or have a continuity of purpose, and may occur before, during, or after the credible threat.
  - (b) "Credible threat" means a threat, physical action, or repeated conduct that would cause a reasonable person to be in fear for the person's safety or the safety of his or her immediate family or of someone with whom the person has or has had a continuing relationship. The threat need not be directly expressed if the totality of the conduct would cause a reasonable person such fear.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

- (c) "Immediate family" includes the person's spouse and the person's parent, grandparent, sibling, or child.
- (d) "Repeated" or "repeatedly" means on more than one occasion....

**Consent. The state of Colorado defines consent** as cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent. Submission under the influence of fear shall not constitute consent. Regis uses an affirmative consent standard when determining if there was consent to engage in sexual activity of any kind. Consent is defined as the affirmative, actively given, unambiguous and voluntary agreement to engage in a specific sexual activity during a sexual encounter. To obtain consent, a clear "yes," verbal or otherwise, is necessary. Consent cannot be inferred from the absence of a "no." A current or previous relationship is not sufficient to constitute consent. A person under the influence of fear cannot give consent. Consent may never be given by a minor under the age of 15, or by a minor under the age of 18 in certain situations depending on the ages of both parties and in instances where the adult is in a position of trust. Consent cannot be given by an individual who is asleep, or by an individual who is mentally or physically incapacitated either through the effect of drugs or alcohol or for any other reason. Consent may also not be given by an individual who was under duress, threat, coercion, or force.

### **Regis University's Definition of Consent.**

Affirmative Consent. Regis uses an Affirmative Consent standard when determining if there was consent to engage in sexual activity of any kind.

- i. Consent cannot be inferred from the absence of a "no."
- ii. Consent to one form of sexual activity does not imply consent to other forms of sexual activity.
- iii. A current or previous relationship shall not be sufficient to constitute consent
- iv. Consent can be withdrawn.
- v. Consent may never be given by a minor under the age of 15, or by a minor under the age of 18 in certain situations depending on the ages of both parties and in instances where the adult is in a position of trust.
- vi. Consent cannot be given by individuals who are asleep, or mentally or physically incapacitated either through the effect of drugs or alcohol or for any other reason
- vii. Submission under the influence of fear shall not constitute consent.
- viii. Consent may not be given by an individual who is under duress, threat, coercion, or force.
- ix. A person who initially consents to sexual activity is deemed not to have consented to any sexual activity that occurs after consent is withdrawn.
  - x. Consent to previous sexual activity does not imply consent to future sexual activity.

## 2024 Annual Security and Fire Safety Report

Information for the 2024-2025 Academic Year

All Policy statements in in this Annual Security and Fire Safety Report apply to the following campuses: Northwest Denver Campus, and the Thornton Campus unless otherwise stated in the report.

