# NICHOLLS STATE UNIVERSITY




# 2020

## Annual Security & Fire Safety Report

## For Calendar Year 2019

# TABLE OF CONTENTS


| | |
|---|---|
| **Legal Requirements of the Campus Security Act** | **3** |
| **The Nicholls State University Police Department** | **4** |
| **Police Authority** | **5** |
| **Reporting Crimes or Emergencies** | **6** |
| **Safety Policies** | **9** |
| **Use of University Facilities** | **9** |
| **Residence Halls** | **9** |
| **Academic & Administrative Buildings** | **10** |
| **Weapons Policy** | **10-11** |
| **Illegal Drug Use Policy** | **10-11** |
| **Alcohol Policy** | **14** |
| **Timely Warnings** | **16** |
| **Emergency Response** | **18** |
| **Missing Persons** | **21-23** |
| **Safety Programs** | **23-30** |
| **Sexual Assault Policy** | **30-32** |
| **Personal Safety and Crime Prevention** | **32-42** |
| **Crime definitions and Crime Statistics** | **43** |
| **Annual Fire Report** | **44** |
| **Fire Alarms** | **44** |
| **Residential Life Fire Safety Equipment** | **45** |
| **Fire Extinguishers** | **46** |
| **Residential Life Policies** | **46** |
| **Resident's Evacuation Instructions** | **46** |
| **Evacuation Locations** | **47** |
| **Residential Life Fire Statistics** | |

## LEGAL REQUIREMENTS OF THE CAMPUS SECURITY ACT

The Campus Security Act requires colleges and universities to:

- publish an annual report every year by October 1 that contains three years of campus crime statistics and certain campus security policy statements;
- disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have "significant responsibility for student and campus activities;"
- provide "timely warning" notices of those crimes that have occurred and pose an ongoing "threat to students and employees;" and
- disclose in a public crime log "any crime that occurred on campus. . . or within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department;" and
- publish an Annual Fire Safety Report; and
- disclose fire statistics for residential housing facilities; and
- report hate crimes

The Nicholls State University Division of Student Affairs is responsible for preparing and distributing this report. The Division of Student Affairs compiles the information through a cooperative effort with other departments and agencies, such as the University Police Department, Office of Student Life, Office of Judicial Affairs, Office of Counseling and Student Services, and Office of Environmental Health and Safety. We encourage members of the Nicholls State University community to use this report as a guide for safe practices on and off campus. For a paper copy, contact the

Nicholls State University Division of Student Affairs at 985-448-4022, or e-mail eugene.dial@nicholls.edu

## NICHOLLS STATE UNIVERSITY POLICE DEPARTMENT

### Services

University police officers patrol the campus **24 hours each day of the year** and are responsible for a full range of police services, including, but not limited to, responding to service calls, medical emergencies, fire emergencies, traffic accidents and any requests requiring police assistance. The department also remains proactive through crime prevention strategies and education and by responding to the needs of the Nicholls community.

### Officers

University police officers are commissioned by the Louisiana Department of Public Safety. Louisiana Revised Statutes 17:1805 grants university police officers law enforcement powers, authority and responsibilities identical to the local police or parish deputy in one's home community. Each officer must successfully complete a post-certified basic course on law enforcement. All officers receive additional in-service or specialized training in first aid, CPR, firearms, investigation techniques and other areas.

### Enforcement

Nicholls operates under a two-tiered system of sanctions. When students are brought to the Department of University Police in association with a crime which is also a violation of the Code of Student Conduct, they will be referred to the Director of Judicial Affairs in the Office of Student Life and may also have criminal charges brought against them. Thus, the final results of a student's association with any criminal activity may be **suspension or expulsion, as well as arrest**.

Further, the Director of Judicial Affairs may officially ban a student from the campus or from specific parts of the campus, including residence halls. The Department of University Police will also monitor off-campus activities of student organizations. Illegal activity can result in arrest, suspension or expulsion.

**L.R.S. 17:1805 AUTHORITY OF UNIVERSITY OR COLLEGE POLICE OFFICER**

A.(1) Those persons who are university or college police officers responsible for maintaining general order and exercising police power on the campus of a state-supported or a private college or university shall be designated as university or college police officers.
(2) Each such person named as a police officer by the president of the college or university shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as provided in Subsection E of this Section. Such commission shall remain in force and in effect at the pleasure of the employing college or university.
(3) While in or out of uniform, these police officers shall have the right to carry concealed weapons and to exercise the power of arrest when discharging their duties on their respective campuses and on all streets, roads, and rights-of-way to the extent they are within or contiguous to the perimeter of such campuses. In the discharge of their duties on campus and while in hot pursuit on or off the campus, each university or college police officer may exercise the power of arrest.
(4) Each such police officer shall execute a bond in the amount of ten thousand dollars in favor of the state for the faithful performance of his duties. The premium on the bond shall be paid by the employing institution.

B. Any person arrested by a college or university police officer, in the exercise of the power hereinabove granted, shall be immediately transferred by such officer to the custody of the sheriff or city police wherein the arrest occurs.

C. On and after January 1, 1975, no person shall be commissioned as a college or university police officer, unless prior to such commissioning the person has, as a minimum requirement, completed and graduated from the six-week program of the Basic Law Enforcement Training Academy of Louisiana State University and Agricultural and Mechanical College or possesses equivalent training or experience.

D. Upon authorization by the chief administrative officer of the educational institution, a college or university police officer shall have authority to discharge his duties off campus as follows:
(1) If engaging in intelligence gathering activity.
(2) When investigating a crime committed on campus.
(3) When transporting prisoners in furtherance of duties as set forth in this Section.
(4) When transporting money, securities, or other valuables on behalf of the college or university.
(5) While providing security or protective services for visiting dignitaries to the college or university both on and off the campus.
(6) If specifically requested by the chief law enforcement officer of the parish or city.

E. Notwithstanding any of the provisions of this Section to the contrary, any state supported or private college or university situated within the territorial limits of the city of New Orleans may, at the option of the college or university, have its campus police officers commissioned as university or college police officers by the city's police department, rather than the Department of Public Safety and Corrections, upon complying with the requirements and regulations as may be prescribed by the city's police department for the commissioning of special officers. Such commissions issued by the city's police department shall confer upon such campus police officers all rights and privileges as are enumerated in this Section with respect to officers commissioned through and by the Department of Public Safety and Corrections; provided, however, that such officers shall not be entitled to supplemental pay for municipal police officers.

F. Notwithstanding any provision of this Section to the contrary, on July 1, 1991 and thereafter, no person shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as otherwise provided in Subsection E of this Section until there has been a determination

made by the commissioning authority that the particular public or private college or university naming the police officer is in compliance with the provisions of R.S. 17:3351(C), or, in the case of a private college or university, is in compliance with substantially similar requirements adopted by the particular institution, relative to reporting certain statistics on reported criminal offenses, adopting certain written security policies and procedures, and publishing certain such policies and procedures.

G. Each person who is employed as a full-time college or university police officer may carry a concealed handgun, whether in uniform or not and whether on or off duty, provided the person meets the requirements for college and university police officers set forth in this Section and is certified by the Council on Peace Officer Standards and Training.

## REPORTING CRIMES OR EMERGENCIES

The Department of University Police constantly works toward the goal of a safe and secure campus, and to that end, it is our policy to encourage accurate and prompt crime reporting.

Emergency calls or requests for police service are initiated through the complaint desk by dialing 985.448.4911 (on campus, Ext. 4911) or by reporting to the office location on Ardoyne Drive at its intersection with Acadia Drive.

Non-emergency calls or requests for police service are initiated by dialing 985.448.4746 (on campus, Ext. 4746) or by reporting directly to the police department.

Depending on the seriousness and nature of the emergency condition, the appropriate university office will be notified, or the problem will be addressed directly by the police officer investigating it, if it is within his/her jurisdiction to do so.

Emergency call boxes provided by the university have been installed at strategic locations on campus. The installation of these emergency call boxes creates a communication network with campus police for instant assistance or reporting a crime.

### Reporting Crimes on Campus

Students are encouraged to report all criminal activity which they have witnessed or in which they have been involved. They may report to any officer at the police department. They may also report to the following persons who have significant responsibility for student and campus activities:

- Associate Vice President for Student Affairs
- Student Judicial Officer
- Director of Athletics
- Student Union Director
- Director of Enrollment Services
- Director of Campus Recreation
- Director of Residential Services

- Director of University Counseling Center
- Director of Financial Aid
- Coordinator of Student Activities
- Director of Bands
- Director of Student Publications and Printing
- Director of University Health Services
- Director of Testing
- Coordinator of Student Educators and Leaders
- Advisers of student organizations
- Coordinator of Student Educators and Leaders
- Director of International Student Affairs
- Adviser for KNSU and KNTV
- Adviser for the Judicial Board
- Director of the School of Fine Arts
- Director of the Nicholls Players
- Faculty who oversee the theater and music performance programs
- Assistant Director of Residential Services
- Assistant Director of Union Services and Facilities
- Assistant Director of International Student Services
- Residence Hall Directors
- Student residence house parents
- All coaches
- Director of Student Services/Counseling
- Director of Residential Services
- Student Life Coordinator/Greek Advisor
- Coordinator for Student Organizations

These officials will report the incident immediately to the Department of University Police, which will investigate the report sufficiently to conclude that a crime either did or did not occur. If University Police concludes that a crime took place, it will publish a report of that crime in two ways:

1. an initial crime report available to the media and the public in the Daily Crime Log, maintained by the Office of University Police;
2. a "Crime Alert" bulletin posted widely and circulated by on-campus FAX machines, e-mail and internal mail to all departments.

**Reporting Crimes off Campus**

The Thibodaux Police Department reports to the University Police when a Nicholls student is involved in a criminal activity off campus. If the student is involved in that activity poses a threat of immediate harm to the campus community by his/her return to campus, the university's disciplinary authority may take pre-emptive action against the student. University Police has

signed mutual aid agreements with all the surrounding law enforcement agencies agreeing to assist the university during crimes and emergencies that occur on campus.

**Limited Voluntary Confidential Reporting**

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still consider making a confidential report. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential dangers. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution, and when they involve allegations of sexual harassment (including sexual violence) are made available to the University's Title IX Coordinator. Reporting procedures applicable to allegations of sexual assault are further discussed later in this brochure.

The Nicholls State University Police Department encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the Nicholls State University Police Department cannot hold reports of crime in confidence. Furthermore, the police department is obligated to report the name of the victim and perpetrator to the Title IX Coordinator. The Title IX Coordinator can generally accept confidential reports. There may be some instances in which the Title IX Coordinator may not be able to ensure confidentiality. The University has an obligation to evaluate the confidentiality request in the context of its responsibility to provide a safe and nondiscriminatory environment for all community members.

Confidential reports of crime may also be made to the Silent Witness app and hotline. The Silent Witness hot line is monitored by the Nicholls State University PD communications officer. The Hot line should not be used to report emergencies. For emergencies, dial 4911 or (985) 448-4911. Additionally, anonymous report can be reported on line at http://nicholls.edu/police.

**Confidential Crime Reporting and Counselors**

As a result of the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to people considered to be campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors," when acting as such are not considered to be a campus security authority and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, they are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Counselors are defined as:

**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.

## Safety Policies

The University makes every effort to ensure that the campus facilities, buildings and grounds are designed and maintained in such a way as to promote safety and reduce criminal opportunity. Particular attention is paid to the design of landscaping and exterior lighting.

The University performs an annual "safety walk", which is comprised of University Police, Division of Student Affairs, Office of Physical Plant, Office of Environmental Health and Safety, and the Student Government Association.

## Use of University Facilities

With the exception of events that are open to the general public and advertised as such, the University's facilities and programs are generally reserved for accomplishing the objectives and programs of the University. Visitors and non-University affiliated groups seeking to utilize University facilities are expected to make prior arrangements with the appropriate University office. Authorization to use the Nicholls State University facilities is determined by University regulations then in effect. Visitors and guests to Nicholls State University residence halls must be registered by their hosts while in residence halls and apartments.

## Residence Halls

Policies to maintain safety within residence halls include video monitoring of all buildings. La Maison du Bayou Student Housing Complex, Babington Hall, Calecas Hall, Millet Hall, Scholars Hall, and Zeringue Hall have resident only card access through the main doors. Procedures for guest visitation are enforced in accordance with the Housing Student Handbook. This document is available online at http://www.nicholls.edu/housing/. Residence halls are equipped with fire safety equipment that includes smoke detectors and/or heat sensors that activate the central fire alarm system and most have automatic fire sprinkler systems. Residence hall staffs are trained to maintain security and to summon police, fire, medical, and maintenance assistance when needed. Criminal activity observed within or in the vicinity of buildings is reported to the Nicholls State University Police Department. Firearms, explosives, fireworks, or other hazardous materials are not permitted in or around residence halls or University apartments.

## Academic and Administrative Buildings

Academic and administrative buildings are secured by the Nicholls State University Police Department. Hours of security may vary from building to building, depending on use. Like the residence halls, these buildings are equipped with fire safety equipment that includes smoke detectors and/or heat sensors that activate the central fire alarm system. Weekend and after-hours use of academic and administrative buildings may be scheduled through the Division of Academic Affairs and the Office of Auxiliary Services.

## Monitoring and Recording Criminal Activity of Off-Campus Student Organizations

The Division of Student Affairs, through its Office of Student Life, supports and oversees registered student organizations. There are no off-campus student organizations registered or recognized by Nicholls State University. In addition, criminal activity off-campus is monitored by the University Police Department though information sharing protocols with local and regional law enforcement agencies.

## Weapons Policy

Nicholls State University does not permit the possession of, display of, or attempt or threat to use firearms, ammunition, explosives, fireworks, or other dangerous weapons, substances, or materials of any kind on University property or at any University approved activity. Students found in violation of the standards of conduct regarding firearms will be sanctioned by the appropriate authority with one or more of the following penalties from the University: temporary suspension, suspension, dismissal, expulsion, administrative charge or payment of monetary fine. The University Police will arrest any student who discharges a firearm on campus and will forward a report to the District Attorney for prosecution. Students who desire firearms for recreational purposes should check them in at University Police for storage. These firearms may be checked out at any time for proper off campus use.

## Sales or Use of Illegal Drugs, Tobacco, and Alcohol

Nicholls State University complies with all federal and state laws which prohibit the use, possession and sale of illegal drugs. The University is a drug-free zone under Louisiana law and will not shield any student, employee or visitor from action by civil authorities.

Nicholls State University strives to create an environment, which promotes and reinforces healthy, responsible living, within the context of its educational mission. To this end, and because of the risks to the health and safety of the individual and community, the University is opposed to the use and abuse of alcohol and any other drug for any purpose other than legitimate use.

The University is committed to upholding all local, state and federal laws concerning use and abuse of alcohol and other drugs, and will support efforts in the campus community to confront violations of these laws.

The following principles will guide the University's policy regarding the use of alcohol and other drugs:

1. Students, faculty and staff are expected to take full responsibility for their own choices and behavior.
2. Abstinence is encouraged and respected in all circumstances.
3. Activities and functions without the consumption of alcohol are to be promoted.
4. The campus food service contractor is the licensed vendor for alcoholic beverages on the Nicholls campus. The serving and/or consumption of alcoholic beverages will not be allowed at events open to the public.
5. Heavy consumption of alcohol and use of all drugs are discouraged.
6. Assistance for alcohol and drug abusers is to be provided through education, counseling and referral. In conjunction with the Drug-Free Workplace Act of 1988, all employees are notified that the illegal use, possession, dispensation, distribution, manufacture and/or sale of controlled substances are prohibited when employees are on official state business or on call for duty, whether on or off the work site. Failure to comply with policy may result in disciplinary action up to and including termination. By law it is the responsibility of all employees to notify Nicholls State University within five days if they are convicted of violating any criminal drug statute at the workplace, while on official state business or will on call for duty.

**On-Campus Confidential Contacts:**

Counseling Center.....985-448-4080 Student Health Services..... 985-493-2600
Student Services.....985-448-4080 Human Resource Office .....985-448-4041
All student groups and/or organizations serving or permitting alcoholic beverages at any campus event must use the designated University food service contractor, for cash bar services.
Events serving alcoholic beverages must be approved by the appropriate University offices and then ordered through the designated University food service contractor at least one week prior to the event. The following procedures should be followed:

1. Student Organization Activity Request Approval Form, stating that the group and/or organization is requesting cash bar services, must be completed, approved, and on file in the Student Life Office and the Student Union.
2. The student organization must then reserve all University facilities through the Student Union.
3. Once step 1. and 2. are completed, the student group must take a copy of the approved Facility Reservation and Activity Form, which will be issued and stamped by the Student Union, to the campus food service contractor who will process the order.
4. At student events, in which alcoholic beverages are sold and/or consumed, University Police officer(s) are required to be on duty throughout the function. The Director of University Police shall determine the number of officers needed based on the projected estimate of attendance and other pertinent information. The cost of University Police labor will be paid by the student organization hosting the event.

Please note that all of the steps, 1. through 4. listed above must be completed at least one week prior to the event.

**General Policies**

1. Any person who purchases or consumes alcoholic beverages shall be of legal age, 21 years old. Proof of age shall be required at the time of purchase, entry in to the event, or

at any time of the event, including during consumption by authorized University or law enforcement officials.

2. Students and their guests will be required to show age identification and will be "banded" as a visible means of identifying legal drinking age guests. All event participants are required to sign in as they enter the facility.
3. There must be a University advisor or designated representative and a non-drinking organization 44 - Student Code of Conduct Student Code of Conduct – 45 officer who will assist with any problems that might arise during the event including discipline or assistance if a guest should be asked to leave.
4. The serving and/or consumption of alcoholic beverages will not be allowed at any student organization event open to the public. An open event is an activity where participation and attendance is not limited to members, their immediate family, and individual dates/escorts.
5. Student Organizations are responsible for paying bartender labor. The fee will be $75 at all cash bar events. If bar sales exceed $300, the fee will be waived.
6. No BYOB (Bring Your Own Bottle) events are allowed.
7. Beverage containers may not be brought into the event nor may they be taken out of the event.
8. Events in which alcoholic beverages are being served cannot be scheduled longer than four (4) hours in length. When the event is scheduled for more than two hours the cash bar will be closed the last hour of the event.
9. Food, in sufficient quantity, must be available throughout the duration of the event. The food items must be more substantial than just chips and dip.
10. When alcoholic beverages are being sold, provided, consumed, etc the designated University food service contractor will be the sole vendor and must provide all beverages, including non-alcoholic ones.
11. The designated University food service contractor reserves the right to refuse service to anyone who appears to be intoxicated.
12. The designated University food service contractor reserves the right to discontinue service in the event of inappropriate actions by members of the organization(s).
13. The designated University food service contractor reserves the right to discontinue service if alcohol, other than the beverages provided the designated University food service contractor, are present.
14. The designated University food service contractor reserves the right to discontinue service if the approved University advisor leaves or refuses to assist with violations of the University Policies.
15. The designated University food service contractor will discontinue service if directed to do so by the Student Judicial Officer/Dean of Student Life or Director of Student Union (or other designated representatives).
16. No unopened cans or containers of alcoholic beverage shall be sold. Beverages must be consumed in the room or area in which served.
17. Clear tumblers will be used at all events in which alcohol is being served. Party or occasion cups will not be used at functions in which alcohol is being served without the appropriate approval and coordination with the designated University food service contractor.
18. Participating organization(s) and/or individuals will be held responsible for any damages to University or the designated University food service contractor owned property by member(s) and/or guest(s) of the organization(s) during the time of the event, including set-up and clean-up.

19. Forty-eight hours of notification is required to cancel an event or the organization risks being charged for supplies that cannot be returned.

## Tobacco Use

Nicholls State University is a tobacco free campus. The use of any tobacco product in any form (smoking or chewing) is prohibited.

## HOW DRUG USE AFFECTS YOUR HEALTH

Adverse health effects can range from nausea and anxiety to coma and death. There are risks associated with the chronic use of all psychoactive drugs, including alcohol. A pregnant woman who uses alcohol, cigarettes, or other drugs exposes her fetus to serious risks, including miscarriage, low birth weight, and brain damage.

Substance abuse may involve controlled substances, illegal drugs, and alcohol—all of which pose a health risk. When drugs are used in combination with each other, their negative effects on the mind and body are often multiplied beyond the effects of the same drugs taken on their own.

***Alcohol*** is the drug most frequently abused on college campuses and in our society. Even small amounts of alcohol significantly impair the judgment and coordination required to drive a car, increasing your chances of having an accident. Consumption of alcohol may be a factor in the incidence of aggressive crimes, including acquaintance sexual assault and domestic abuse. Moderate to large amounts of alcohol severely impair your ability to learn and remember information. Because alcohol is a depressant, very large amounts can cause respiratory and cardiac failure, resulting in death.

***Marijuana*** impairs short-term memory and comprehension. It can cause confusion, anxiety, and for some, lung damage, and abnormalities of the hormonal and reproductive system. Hours after the feeling of getting high fades, the effects of the drug on coordination and judgment remain, heightening the risk of driving or performing other complex tasks. Cannabis, a fat-soluble substance, may remain in the body for weeks, and overuse can cause paranoia, panic attacks, or psychiatric problems.

***Club Drugs*** refers to a wide variety of drugs including MDMA (Ecstasy), GHB, rohypnol, ketamine, methamphetamine, and LSD, and are often used at raves, dance clubs, and bars. No club drug is safe due to variations in purity, potency, and concentration, and they can cause serious health problems or death. They have even more serious consequences when mixed with alcohol. 27 ANNUAL SECURITY REPORT FOR 2017

***Depressants*** such as barbiturates, Valium and other benzodiazepines, Quaaludes, and other depressants cause disorientation, slurred speech, and other behaviors associated with drunkenness. The effects of an overdose of depressants range from shallow breathing, clammy skin, dilated pupils, and weak and rapid pulse to coma and death.

***Hallucinogens*** such as LSD, MDA, PCP (angel dust), mescaline, and peyote can cause powerful distortions in perception and thinking. Intense and unpredictable emotional reactions can trigger

panic attacks or psychotic reaction. An overdose of hallucinogens can cause heart failure, lung failure, coma, and death.

***Narcotics*** like heroin, codeine, morphine, methadone, and opium cause such negative effects as anxiety, mood swings, nausea, confusion, constipation, and respiratory depression. Overdose may lead to convulsions, coma, and death. The risk of being infected with HIV/AIDS or other diseases increases significantly if you inject drugs and share needles, and there is a high likelihood of developing a physical and psychological dependence on these drugs.

***Stimulants*** – cocaine, amphetamines, and others – can cause agitation, loss of appetite, irregular heartbeat, chronic sleeplessness, and hallucinations. Cocaine and crack cocaine are extremely dangerous and psychologically and physically addictive. An overdose can result in seizures and death.

***Tobacco***, with its active ingredient nicotine, increases your heart rate and raises your blood pressure. The tar in cigarette smoke is a major cause of cancer and other respiratory problems. Carbon monoxide in cigarette smoke can promote arteriosclerosis, and long-term effects of smoking include emphysema, chronic bronchitis, heart disease, and lung cancer

## TIMELY WARNINGS

It is the goal of the Nicholls State University Police Department and the University to keep the campus community informed of serious incidents. Working in conjunction with other University departments, the University Police Department will issue a Police Advisory in a timely manner to the campus community about crimes in and around the campus. When the University Police Department receives information that a violent crime against a person or a serious threat to property has occurred or is imminent, a Police Advisory will be sent out via emails and post a paper copy of the police advisory in resident halls and academic buildings. The Police Advisory will contain the following information:

- Type of incident
- Time of the incident
- Location of the incident
- Description of the suspect(s)
- Summary of the incident

If a crime or serious incident is reported to a non-police campus administrator, that administrator should notify the University Police Department of the incident. Working with the reporting administrator and other campus officials, the Police Department will decide whether or not to issue a Police Advisory.

## EMERGENCY RESPONSE

The Nicholls community is encouraged to notify the Nicholls State University Police Department of any situation or incident on campus that may involve a significant emergency or dangerous situation that poses an immediate or ongoing threat to the health and safety of university members. University Police is charged with responding to reported incidents in order to determine whether the incident, in fact, presents a threat to the community and with requesting other resources necessary to investigate, mitigate, or document the situation.

When the Nicholls State University Police Department receives notice of a possible emergency on the campus, it will determine if the situation poses an immediate threat to the health or safety of some or all members of the Nicholls community. The Nicholls State University Police Department will coordinate with the Office of Environmental Health and Safety and the Office University Relations to determine the content of the emergency message and will utilize some or all of the available communication tools in order to disseminate the message to the appropriate university members. The university will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The University conducts emergency response exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. Tests are designed to assess and evaluate the emergency plans and capabilities of the University. Information about the emergency response and evacuation procedures for the University is publicized, and the information is available on the Nicholls website. The police department along with the department of Safety and Environmental provides training to all faculty, staff and students on what to do during an emergency on campus.

In all cases, University emergency responses shall place primary emphasis on the protection of human life, and all reasonable efforts shall be made to protect and preserve University property.

Announcements about whether the University will reduce or suspend operations because of emergency conditions will be made by the President through the Office of University Relations for release to the media.

In order to better communicate emergency information to the campus community, Nicholls State University has implemented the Nicholls Emergency Notification System via the Ever Bridge Interactive Network.

Ever bridge Network, Inc. is an emergency mass notification company that provides the University with instant notification capabilities during a crisis on campus.

As a member of the Nicholls community, you are registered with Everbridge through your NSU-issued email account. To best utilize this alert system, we need you to insure Everbridge has your appropriate contact information.
To update your information, you can access Everbridge by using your initial log-in information that was sent to you directly from Everbridge. This information was sent to your university-issued email account (example@its.nicholls.edu or example@nicholls.edu). Please update your information accordingly.

If your contact information changes, please return to the Ever bridge registration site to update your information. http://emergency.nicholls.edu/emergency-messaging/

In the event of a crisis situation, Nicholls State University will communicate vital information as quickly and efficiently as possible in order to provide the greatest safety for our students, faculty, and staff. One or more of the following communication tools will be used to notify students, faculty, and staff:

- E-mail: Broadcast message to campus e-mail addresses

- Telephone: Broadcast voice mail to campus extensions and posted to emergency alert hotline
- Media: Media alerts distributed to all area print and broadcast media representatives
- Text Messaging: Messages will be sent out from the Emergency Notification System to all users enrolled in the Everbridge Interactive Network.
- Social Media (Facebook, Twitter, etc.)
- Newsletter (paper copy created and hand distributed)
- External Siren and Callbox Notification Systems

**Summary of the Emergency Response Plan**

The University's All Hazards Emergency Operations Plan includes information about Incident Teams; University operating status parameters; incident priorities and performance expectations; shelter-in-place and evacuation guidelines; and local contingency and continuity planning requirements. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The University conducts numerous emergency response exercises each year, such as table top exercises, field exercises, and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

Nicholls State University police officers and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually Nicholls State University PD, Thibodaux PD, Thibodaux Vol. Fire and HAZMAT, and they typically respond and work together to manage the incident. Depending on the nature of the incident, other Nicholls State University departments and other local, state, or federal agencies could also be involved in responding to the incident.

General information about the emergency response and evacuation procedures for Nicholls State University is publicized each year as part of the institution's Clery Act compliance efforts, and that information is available on the Nicholls State University PD website. Detailed information and updates to the Nicholls State University All Hazards Emergency Operations Plan and associated Functional Annexes which include departmental Contingency and Continuity Plans can be found on the website of the department of Safety and Environmental Health.

**Summary of Emergency Evacuation Procedures**
**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, Colonel 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, including Nicholls State University PD, Housing Staff members, other University employees, the state government, Thibodaux PD, Lafourche Parish Sheriff's Office, or other authorities utilizing the University'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.

2. Locate a room to shelter inside. It should be: -An interior room; -Above ground level; and -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.

3. Shut and lock all windows (tighter seal) and close exterior doors.

4. Turn off air conditioners, heaters, and fans.

5. Close vents to ventilation systems as you are able. (University staff will turn off the ventilation as quickly as possible.)

6. Make a list of the people with you and ask someone (House Staff, faculty, or other staff) to call the list in to Nicholls State University PD so they know where you are sheltering. If only students are present, one of the students should call in the list.

7. Turn on a radio or TV and listen for further instructions.

8. Make yourself comfortable.

## Campus Wide Evacuation

If you are directed to evacuate the entire campus, you should leave the main campus area and do not return until directed to do so. It is important to evacuate by foot, bicycle, and/or vehicle as soon as possible based on your individual circumstance. There will be traffic congestion and it is important to avoid major intersections and leave the outlying areas of the University community. The Nicholls State University Police Department has a traffic evacuation plan that involves area law enforcement agencies; however, remember that the University is like a small city in the state if it were classified as a city. The mass evacuation of the campus will adversely impact traffic in the Thibodaux area. You should decide on your own the appropriate method for leaving the campus depending on your location and your circumstances. Simply walking on foot may be the best option if traffic congestion is a concern. You can expect limited cell phone coverage during this type of incident. The University will continue to use its Emergency Notification System, social media to disseminate information concerning the incident and the evacuation. In addition, during an emergency and when practical, local media coverage will be used to assist in the dissemination of information.

Residence hall students should stay tuned to the information sources for direction should a campus wide evacuation or partial evacuation of residence halls take place. The Housing Department will be involved in relocation housing in the event of a protracted incident.

Faculty and staff essential personnel will be directed by the Emergency Preparedness Committee to assist in the evacuation process and/or management of the incident where appropriate. There will typically be a designated staging area, to be determined and communicated, for essential personnel to be briefed on the situation and incident objectives.

## Missing Student Notification

### Missing Person Report to University Police

Missing Person cases are given high priority by Nicholls State University Police Department. **There is no waiting period before an officer takes a report on this type of case.** Once a report is received by the police department, and it is determined that the person is missing from campus and/or in the jurisdiction of the Nicholls State University Police Department, an investigation is immediately conducted. After it is determined that the person is missing, the information is entered into the National Criminal Investigation Center (NCIC) database. The information on the missing person is also forwarded to all local and state law enforcement agencies.

### Missing Person Notification Procedures (Housing)

A student may be considered missing if 1) there is contact from one or more concerned individuals about a specific student's absence or lack of contact which is contrary to his/her normal behavior and/or 2) if unusual circumstances may have caused the absence or lack of contact. Notification should be made to the Head Resident of the student's residence hall and to the Associate Director of Housing & Residence Life.

When a housing staff member becomes aware of a potential missing resident, an Information Report is initiated which begins the Missing Person Protocol. The twenty-four (24) hour period begins at the time the report is generated, and housing staff will follow the Missing Person Protocol and investigate the missing person.

**Head Resident/Associate Director Role**:

1. Gather as much information as possible from the source of the initial report. Determine reasons why the resident is suspected missing and what actions have been taken to locate the person.

2. Continue the investigation by:

a. Checking the student's room

b. Checking with all hall staff in the student's housing facility

c. Leaving a note on the student's door and in the student's room instructing the student to contact the Head Resident and the Housing & Residence Life office as soon as s/he returns

d. Interviewing roommates and asking them to contact and watch for the student

e. Instructing the desk staff to watch for the student entering the building, to stop the student, and to immediately contact the Head Resident and the Housing & Residence Life office

f. Updating the Information Report with any new information

3. Notify the Director of Housing & Residence Life if the missing resident has not been found within 12 (twelve) hours.

**Director of Housing & Residence Life Role:**

1. Review the incident report and gather information from the Head Resident.

2. Inspect the missing person's housing file for verification of vital information such as age, identification number, contact information, and health information.

3. Check with University Police to determine if the student has a registered vehicle on campus. If the student does have a vehicle, ask University Police to check campus parking lots to try to locate vehicle.

4. Check Banner to verify the student's registration and obtain a class schedule.

5. Check with the Colonel Card office to obtain an I.D. photo and check for card activity (e.g., building access, meals, vending, deposits/purchases, etc.)

6. Contact computer services to see when the student may have used the university network.

7. Consult with the Vice President for Student Affairs.

8. Continue to check regularly with roommates, hall staff, and others for updates and additional information.

**All housing investigation procedures should be completed within twenty-four (24) hours after first notification of the missing student. If the resident has not been located, the designated University staff member will contact the designated contact person listed by the student.**

Circumstances to notify University Police without following the Missing Student Procedures include:

1. Suspected foul play or danger, including expressed suicidal ideology

2. Known medical condition that could cause a life threatening situation

3. Natural disaster or other force of nature in which the student may have been involved

4. The missing student has no designated contact on file.

**Housing & Residence Life, Nicholls State University**

**Missing Person Notification Statement**

Nicholls State University and Housing & Residence Life, in compliance with the regulations of the Higher Education Reauthorization Act (Public Law 110-315), have established a protocol dealing with missing persons living in campus housing facilities. This is a federal requirement for any institution that maintains a campus housing facility. This protocol allows a student to list a private contact person. This private contact person will be kept on file and will be notified if the student has been determined to be missing. This person will only be contacted in such a case and only by authorized campus officials or law enforcement officers.

All students should also be aware that, should they choose not to register a confidential contact person, University Police will still be contacted if the student is determined to be missing.

Any student living in university housing who is under the age of eighteen (18) and who is not emancipated should be aware that his/her parent or guardian must be notified.

All reports regarding possible missing persons must, by law, be referred to University Police.

**Distribution of this policy shall include:**

1. Inclusion in the University Emergency Plan.

2. Posting of this policy on the Housing & Residence Life Website.

3. Inclusion of this policy in the student handbook and the Nicholls State University student handbook and in the Housing & Residence Life handbook.

……

If you desire a private contact person to be notified in the event you are determined to be missing, please complete provide the information requested below.

Your Name_____NSU Student ID _____

Your cell phone number or other phone contact (including area code) _____

Building and room number _____

Private Contact Name _____

Phone Number (including area code) _____

E Mail _____

Relationship _____

**SAFETY INFORMATION**

**Seminars**

University Police officers are available to provide training and participate in seminars and workshops that are available to all students, faculty, and staff. The Chief of University Police, or his designated representative, is available to provide crime awareness-safety & security presentations to all residence hall members during student- parents and new employee orientations. In an effort to create and maintain a safe campus community, Nicholls State University has offered all students online education during their first semester on campus for Sexual assault prevention, alcohol and drug awareness, bystander intervention, and risk reduction. Topics available for discussion include:

- General Crime Prevention
- Identify Your Property
- Bicycle Security
- Rape Awareness and Sexual Assault
- Fatal Vision Course
- Emergency Preparedness
- Active Shooter

- Campus Security Authority
- Parent Orientation

Information concerning safety and security is regularly provided to students, faculty and staff by the use of seminars and workshops; crime alert bulletins; crime prevention, posters and brochures; KNSU, the University radio station; and the Nicholls Worth, the student weekly newspaper.

## Physical Security Systems

### Emergency Call Boxes

Emergency call boxes have been placed in strategic locations throughout campus. The new state-of-the-art call boxes are on 12-foot-tall white poles with blue lights on the top and emergency decals that can easily be seen. When someone activates the emergency mechanism, a pulsating white light will flash, and the campus police radio system will instantly identify the location.

### Cameras

Cameras are positioned in and around residence halls on campus to ensure the safety of students who reside on campus. These cameras are monitored at the University Police Department by officers on duty.

### Card Readers

Another security measure utilized to ensure the safety of students who reside on campus are card readers. These card readers are affixed to the entrance of residence halls and allow only students who reside there and authorized staff members to gain entry into the building.

### Campus Student Officers Program

Campus Student Officers assist the Department of University Police by:

- maintaining a peaceful, orderly learning environment,
- alerting University Police to potential problems,
- monitoring residence hall activities and
- Providing security for special events.

The student officers are equipped with two-way radios. They are uniformed, but do not carry weapons on their persons.

### Escorts

A University Police Escort service is available from dusk to dawn for the safety of anyone walking alone on campus at night. This service is available for anyone at any time during weekends, holidays, and during summer sessions.

## Lighting

Proper lighting and building security are major factors in determining crime on campus. The University Physical Plant Director maintains the University buildings and grounds with a concern for safety and security. The Director, or his representative, inspects campus facilities regularly, authorizes repairs as quickly as possible affecting safety and security, and responds to reports of potential safety and security hazards, such as broken locks and windows.

The University Police Department assists Physical Plant personnel by reporting potential safety and security hazards on a regular basis. Students, faculty and staff may also report any safety and security hazards by calling University Police at 985-448-4746. A "Campus Safety Walk" is conducted each year to inspect the entire campus to review lighting and other environmental concerns for safety and security.

## Silent Witness Tips Line and App

The Nicholls State University Police Department operates an anonymous tips line to assist the department and the community in the prevention and solving of crime. Members of the community are encouraged to report any information regarding crimes that may or have occurred by using the tip line or app and follow the instructions given. All callers will remain anonymous.

## On-Call Response Team

In addition to on-duty police officers, the University has an on-call response team consisting of the Vice President of Student Affairs, Dean of Students, Chief of Police, Student Affairs staff, Counseling and Testing staff, and additional police personnel. In most cases, this team can be assembled from initial contact. In cases of facility problems, there are standby personnel available for call-out by the Nicholls State University Police Department.

## SEXUAL ASSAULT

Sexual assault is prohibited by the Nicholls Code of Student Conduct. The code lists in section 1.7 under Acts Constituting Sanction able Misconduct: "Sexual offenses, including offensive touching (sexual battery), nonconsensual intercourse (rape) and intercourse with a person who is incapable of giving consent due to some form of intoxication or who is otherwise incapable of giving consent." If a student is found guilty of sexual assault, one or more sanctions may be imposed up to and including permanent dismissal from the university. Details of possible sanctions can be found in the Nicholls Code of Student Conduct.

Rape is generally defined in Louisiana as "the act of anal or vaginal sexual intercourse with a male or female person committed without the person's lawful consent." Louisiana defines and provides penalties for various types of rape. These definitions vary on the degree of physical violence related to the crime, the victim's age and/or the diminished mental capacity of the victim such as by intoxication.

Sexual harassment is yet another form of sexual assault and is treated under a separate set of policies and procedural guidelines. (Refer to the Nicholls Code of Student Conduct).

## Sanctions

The discipline sanctions may be applied to any student who commits or attempts to commit, either singly or in concert with others, any act which constitutes sexual assault, whether the act took place on university property or in connection with any university authorized activity. Not-withstanding any action taken by civil authorities on account of the violation, the accused student may be immediately suspended from the university, if such a violation causes that student to be a clear and present danger or threat to the university community.

## Assault Involving Intoxication

It is important to note that the intoxication of the person accused of sexual assault is not an acceptable defense. Rape is rape, whether or not the rapist was intoxicated at the time. Furthermore, even if the victim was intoxicated, she should not hesitate to bring charges against the attacker. Under the law, her state of intoxication made her incapable of giving consent, in which case, sexual intercourse with her constituted rape.

## Disciplinary Hearing

In a disciplinary hearing relating to a sexual assault, both the accuser and the accused have the right to appear at the hearing alone or with an attorney, adviser or friend. When the disciplinary hearing involves sexual assault, both the accuser and the accused shall be informed of the outcome of the disciplinary proceedings.

## Sexual Assault Prevention Programs

The Nicholls State University (the "University") does not tolerate Prohibited Sexual Conduct. The University is committed to creating and maintaining a campus environment in which all individuals are treated with respect and dignity and are free to participate in a lively exchange of ideas. Furthermore, the University is committed to fostering an environment in which all members of our campus community are safe, secure, and free from Sexual Misconduct of any form, including but not limited to Sexual Assault, Dating Violence, Domestic Violence, and Stalking. The University expects that all interpersonal relationships and interactions – especially those of an intimate nature – be grounded upon mutual respect, open communication, and clear consent. Each student has the right to learn and each employee has the right to work in an environment free of Prohibited Sexual Conduct.

All University community members are strongly encouraged to report incidents of Prohibited Sexual Conduct to the Title IX Coordinator, the Equal Employment Officer, the Office of the Dean of Students, or the University Police ("NSUPD"). After normal business hours, individuals are encouraged to report incidents of Prohibited Sexual Conduct to the Office of the Dean of Students or the NSUPD. As an alternative, as outlined below, an individual can also seek confidential assistance that does not involve notice to the University.

Upon receipt of a report by the Equal Employment Officer, the Office of the Dean of Students, or the NSUPD, the recipient will notify the Title IX Coordinator. The Title IX Coordinator will conduct an Initial Assessment, considering the nature of the report, the safety of the parties and the campus community, Complainant's expressed preference for resolution, and the necessity for any Interim Protective Measures.

Following the Initial Assessment, the Title IX Coordinator may: (1) take no further action (e.g., at Complainant's request or where the conduct, on its face, would not rise to the level of a Policy violation); (2) pursue Voluntary Resolution; or (3) pursue Investigation to determine if disciplinary action is warranted. Each resolution process is guided by the same principles of fairness and respect for all parties. Resources are available for both Complainant and Respondent to provide support and guidance throughout the process.

A Complainant may explore all available options for resolution, including a report under the Policy and a report to law enforcement. The processes are not mutually exclusive; an individual can choose to pursue both a report under the Policy and a criminal investigation at the same time.

Nicholls State University takes very seriously its responsibility to provide a safe campus environment and to educate students about sexual assault and other safety concerns. The university sponsors educational programs concerning sexual assault. These programs are designed and delivered by the Nicholls Student Educators and Leaders, a group of students helping students with concerns associated with life as a college student. SEALS members and trained professionals also are invited to present to non-classroom groups such as to fraternities, sororities, athletes or residence hall groups.

**EDUCATION AND PREVENTION PROGRAMS SEXUAL ASSUALT**

The university engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to 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.

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

a. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;

b. Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating violence, sexual assault, and stalking;

c. Defines what behavior and actions constitute consent to sexual activity in the State of Louisiana;

d. 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;

e. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence;

f. Information regarding:

1. Procedures victims should follow if a crime of domestic violence, dating violence, sexual assault and stalking occurs;

2. How the university will protect the confidentiality of victims and other necessary parties;

3. Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available within the university and in the community; emergency law enforcement, medical, and crisis response contact information

4. Options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures; and

5. Procedures for university disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking.

The Division of Student Affairs sponsors open programs dealing with crime prevention and personal safety which includes sexual assault prevention information. A Task Force on the Prevention of Sexual Assault meets periodically to review the effectiveness of educational programs and to propose new programs and sponsors an annual Rape Awareness Week.

## General Characteristics of Rape

The potential for stranger rape is a problem on college campuses. The concentration of buildings, parking lots and people create characteristics similar to the downtown area of a small- to medium-size city. Many students (and staff) ignore this potential because these conditions are counteracted by a false sense of security stemming from a familiarity with the surroundings and a long-standing belief that college campuses are sanctuaries untouched by the social problems present in the rest of society. Everyone should practice protective behaviors such as not walking alone, parking in well lighted areas, not propping doors open, etc.

## Acquaintance Rape

Though most go unreported, acquaintance rapes are much more common on college campuses. The most common element in most (but not all) acquaintance rape is excessive alcohol consumption by the victim or the assailant or both. Researchers have found that date rape is most likely to occur in the victim's first year in college. While stranger rapes occur at all times, acquaintance rape clusters on weekends and generally on the assailant's turf. The acquaintance rapist seldom uses lethal weapons but rather uses verbal threats and physical strength to intimidate and overpower the victim. Date rape is more likely to occur on the second or third date since social defenses are higher on the first date. There are few personality factors which predict vulnerability to acquaintance rape. Research has shown that less assertive women are more likely to be victimized.

## Contributing Factors

Low self-esteem may also be a contributing factor in victimization. Factors which appear common in those who become date rapists include a tendency to be less responsible or concerned about the effect of their behavior on other people. They tend to have less regard for formal laws. They believe in an adversarial sexual system "women are manipulative and sneaky" and sex roles are competitive. "Men who rape have no experience of relationships based on sharing, reciprocity, mutuality or attentiveness to another person's needs" (Keller, 1989).

## What You Should Do As a Rape Survivor

Many survivors of sexual assault don't know where to turn for help or what to do. You may be afraid or ashamed to talk to anybody; you may try to act as though nothing has happened. If you've been assaulted, you have the following options. If you choose to utilize these options, you should do so in the order listed.

### Option A

Get medical attention. Even if you do not want to report this to the police, you may have injuries or have been exposed to diseases of which you are not aware. Report to the hospital's emergency room as soon as possible:

- If you choose to seek medical attention you should not touch anything, change your clothes, wash nor douche. If you have changed clothes, the clothes you were wearing at the time of the sexual assault should be brought to the hospital in a paper bag.
- The special rape protocol that will be followed to collect evidence entails taking samples with swabs in and around the vagina, anus and mouth; combing the pubic area; collecting clothing; taking samples of hair, blood and saliva.
- The hospital will check for previous pregnancy and for HIV.

**Option B**

If you choose to report the sexual assault:

- Call the University Police or local police whether or not criminal charges will be pursued. The University Police will assist you in filing charges, if you so choose.
- Report to university authority such as Student Affairs, Student Life, University Counseling Center, Residential Services or Health Services whether or not you choose to pursue disciplinary action.
- On-campus arrangements, living and/or academic, can be made to help you avoid further contact with the perpetrator.
- Contact an attorney if you are interested in pursuing civil charges.

**Option C**

Seek counseling. Contact the University Counseling Center or local rape crisis center. As soon as possible following an incident of rape or sexual assault, a victim should report the incident to the University Police at telephone number 985-448-4746.

**Reporting to the University Police helps:**

1. Protect you and others from future victimization.

2. Apprehend the assailant.

3. Opens options regarding criminal prosecution, civil action against the perpetrator, and University disciplinary action.

When you report a rape or sexual assault, a University Police officer will gather information from you concerning who, what, where, when, and why. These questions are necessary to obtain a description of your assailant, where the crime occurred, who may have been present, and other data pertinent to investigation and prosecution.

Reporting a rape or sexual assault and choosing to prosecute are two separate things. When you file a report, you are not obligated to continue with legal proceedings or with University disciplinary action, but you are encouraged to prosecute.

After the report is filed, a rape or sexual assault victim is escorted to a local hospital for a medical examination. The medical examination is necessary to assure that the victim is alright physically, that the possibility of venereal disease and other contagious diseases is eliminated, and that necessary lab specimens are obtained for prosecution. The University Police officer's report is important whether or not prosecution is desired. Good accurate information from the victim is necessary.

If the rape or sexual assault occurred outside the jurisdiction of the University Police Department, an officer will also assist you in reporting a rape or sexual assault to the appropriate law enforcement agency

**Resources**

A number of different agencies provide information and help concerning sexual assault:

**Campus Phone Numbers**

| | |
|---|---|
| Emergency | 985.448.4911 |
| University Counseling Center | 985.448.4080 |
| University Health Services | 985.493.2600 |
| Student Life | 985.448.4525 |

**Non-campus Phone Numbers**

| | |
|---|---|
| Emergency | 911 |
| The Haven (Rape Crisis) | 1.800.915.0045 |
| Chez Hope (Women's Shelter) | 1.800.331.5303 |
| Thibodaux Regional Medical Center | 985.447.5500 |
| Terrebonne General Medical Center | 985.873.4141 |
| Lafourche Parish Sheriff's Office | 985.448.2111 |

| | |
|---|---|
| Thibodaux Police Department | 985.446.5021 |
| Terrebonne Parish Sheriff's Office | 985.876.6500 |

## Sex Offender Statement

The Campus Sex Crimes Prevention Act of 2000 (CSCPA), signed into Law October 28, 2000, amends the Jacob Wetterling Crimes against Children and Sexually Violent Offender Registration Act.

CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institutions of higher education. In addition to Wetterling, the Act also amended the Clery Act and the Family Educational Rights and Privacy Act of 1974.

As provided in the Wetterling Act, any person required to register under a state sex offender registration program must notify the State as to whether the person is a student or works at an institution of higher education, identify each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student and must also alert the State of any change in enrollment or employment status.

The Louisiana State Police maintain the Louisiana Sex Offender and Child Predator Registry (SOCPR) for the State of Louisiana and are responsible for the enforcement of the applicable sections of law cited above.

## Sex Offender Notification Service

Visit your local Sheriff's Office web site to sign up for a free sex offender notification service through iCrimeWatch.net. By signing up for this service, you will be notified of any sex offender that moves within one mile of your home.

## Personal Safety and Crime Prevention

Most crimes, whether it is a burglary or rape, are crimes of opportunity. Criminals look for the easiest targets and the least chance of getting caught. Your job, whether protecting yourself or your property, is to make the crime more difficult and risky for the perpetrator. Be vigilant, consistent and aware even for short trips.

- Always stop and think about the risk.
- Do not wear clothes, backpacks or hairstyles that make you easy to grab.
- Do not dig in your bag, read or dial your phone while walking. Hold your head up, walk with purpose and scan near and far with your eyes.
- Always identify a visitor before opening the door.
- Never accept a drink from a stranger or pick up a drink that has been out of your sight.
- Never allow young children to open the door to visitors.
- Always ask representatives to provide identification.
- Avoid walking alone at night.

- Don’t leave backpacks or purses unattended anywhere.
- Don’t sleep near an open window during the night.
- Don’t wear expensive jewelry or flash cash.
- Don’t visit cash machines alone or at night.
- When leaving your car with someone (mechanic, valet, and friend) do not leave the key to your home on the ring.
- Take a self defense course.
- Never let anyone take you to a secondary location. Even if they have a knife or gun to your head, fight for your life.

**While Walking**

- Emergency call boxes have been located in peripheral parts of campus. These phones should be used to report suspicious activity or crimes.
- Plan the safest route to your destination and use it. Choose well-lit, busy pathways and streets, avoiding alleys, vacant lots or construction sites. Take a longer way if it is safest.
- Know your neighborhood and the campus. Find out which buildings are open late (or early) and where to go to summon help if needed.
- Carry your purse close to your body and keep a firm grip on it. Carry a wallet in an inside coat or trouser pocket, not in the rear trouser pocket.
- Have your car or house key in hand and ready as you approach your vehicle or home.
- Never hitchhike.

**In the Car**

- Keep your car in good running condition to avoid a breakdown.
- Plan your route in advance, particularly on long or unfamiliar trips. Have enough gas and money to get there and back.
- Drive with all car doors locked. Keep windows rolled up whenever possible.
- Never pick up hitchhikers.

**Jogging, Biking and Other Outdoor Activities**

- Vary your jogging route and schedule.
- Avoid jogging and biking at night.
- Consider not wearing headphones.
- Wear bright, reflective clothing.
- Carry some form of identification.

**In Residence Halls**

- Lock the door to your room when you are sleeping or when you are out. Know who is at the door before you open it.

- Take care of your keys! Don't give anyone the chance to duplicate them. Don't leave a key over the door or nearby your room.
- Don't leave valuables, like your wallet, checkbook or jewelry, in open view.
- Hang up immediately with any obscene or harassing phone calls; report them to University Police immediately.
- Look out for your fellow students. Report any and all suspicious activity to University Police immediately.
- **Bike Security**
- Get a good bike lock. Don't waste your money on a cheap padlock and cable.
- Lock your bike to a fixed object. Don't leave it unlocked even for a moment.

**Three Basic Rules**

- Do stay alert. Keep your mind on your surroundings, who's in front of you and who's behind you. Don't get distracted. If you're worried about crime, ask a friend to accompany you when you go out.
- Do communicate the message that you're calm, confident and know where you're going. Stand tall, walk purposefully and make eye contact with people around you.
- Do trust your instincts! If you feel uncomfortable in a place or situation, leave.

**DEFINITIONS OF CRIMINAL OFFENSES**

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

**Sexual Assault*:** is:

a. **Sexual Assault as defined by the Clery Act:** an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program.

**b. Sexual Assault as defined by Louisiana State Law:**

**i. Non-Consensual Sexual Intercourse**: Having or attempting to have sexual intercourse, cunnilingus, or fellatio without Consent. Sexual intercourse is defined as anal or vaginal penetration by a penis, tongue, finger, or inanimate object.

**ii. Non-Consensual Sexual Contact**: Any intentional sexual touching, or attempted sexual touching, without Consent.

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

**Burglary** is the unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Dating Violence**: is

a. **Dating Violence definition in Clery Act**: Violence, including but not limited to sexual or physical abuse or the threat of such abuse, committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Alleged Victim [here, Complainant]. The existence of such a relationship will be determined based on a consideration of the length and type of relationship and the frequency of interaction.

b. **Dating Violence definition in Louisiana law:** "Dating Violence" includes but is not limited to physical or sexual abuse and any offense against the person as defined in the Criminal Code of Louisiana, except negligent injury and defamation, committed by one dating partner against the other. La. RS § 46.2151(C). For purposes of this Section, "dating partner" means any person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the following factors: 1) The length of the relationship. 2) The type of relationship. 3) The frequency of interaction between the persons involved in the relationship.

**Domestic Abuse*:** is

a. Domestic abuse definition in Louisiana law: Includes but is not limited to physical or sexual abuse and any offense against the person as defined in the Criminal Code of Louisiana, except negligent injury and defamation, committed by one family or household member against another. La. RS 46:2132(3).

**Domestic Violence:** is

a. **Domestic Violence definition in Clery Act:** Violence, including but not limited to sexual or physical abuse or the threat of such abuse, committed by a current or former spouse or intimate partner or any other person from whom the Alleged Victim [here, Complainant] is protected under federal or Louisiana law. Felony or misdemeanor crime of violence committed:1 ANNUAL SECURITY REPORT FOR 2017

    • By a current or former spouse or intimate partner of the victim;

• By a person with whom the victim shares a child in common;

• By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;

• 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

• 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

**Drug abuse violations** are defined as the violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. Relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Hate crimes** are committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin.

**Liquor law violations** are defined as the violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

**Motor vehicle theft** is the theft or attempted theft of a motor vehicle

**Murder and non-negligent manslaughter** is the willful (non-negligent) killing of one human being by another.

**Negligent manslaughter** is the killing of another person through gross negligence.

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

**Sex offenses** are defined as any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent

- **Rape** is 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. This definition includes any gender of victim or perpetrator.
- **Fondling** is the touching of the private body 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 his/her temporary or permanent mental incapacity.

- **Incest** is non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory rape** is non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Stalking** is:

a. **Stalking as defined by Clery Act**: Intentional and repeated following OR harassing that would cause a reasonable person to feel alarmed OR that would cause a reasonable person to suffer emotional distress OR 2.Intentional and repeated uninvited presence at another person's: home, work place, school, or any other place which would cause a reasonable person to be alarmed OR would cause a reasonable person to suffer emotional distress as a result of verbal or behaviorally implied threats of death, bodily injury, Sexual Assault, kidnapping or any other statutory criminal act to the victim OR any member of the victim's family OR any person with whom the victim is acquainted 34 CFR 668.46(a)(ii)

b. **Stalking as defined by Louisiana state law**: Stalking is the intentional and repeated following or harassing of another person that would cause a reasonable person to feel alarmed or to suffer emotional distress. Stalking shall include but not be limited to the intentional and repeated uninvited presence of the perpetrator at another person's home, workplace, school, or any place which would cause a reasonable person to be alarmed, or to suffer emotional distress as a result of verbal or behaviorally implied threats of death, bodily injury, Sexual Assault, kidnaping, or any other statutory criminal act to himself or any member of his family or any person with whom he is acquainted. La. RS § 14:40.2(A) "Harassing" means the repeated pattern of verbal communications or nonverbal behavior without invitation which includes but is not limited to making telephone calls, transmitting electronic mail, sending messages via a third party, or sending letters or pictures. "Pattern of conduct" means a series of acts over a period of time, however short, evidencing intent to inflict a continuity of emotional distress upon the person. Constitutionally protected activity is not included within the meaning of pattern of conduct. La. RS § 14:40.2(C)

**Weapons violations** are defined as the violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

## DEFINITIONS OF GEOGRAPHY

As specified in the Clery Act, the following property descriptions are used to identify the location of crimes on and around Nicholls State University campus.

**On-Campus Buildings or Property**

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and
2. Any buildings or property that is within or reasonably contiguous to the area identified in the above paragraph, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

**Non-Campus Buildings or Property**

1. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
2. 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.

**Public Buildings or Property**

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 Nicholls State University crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

## CRIME STATISTICS

Continual efforts are made to inform the Nicholls community of matters that affect their personal safety and well-being. The Nicholls State University Police Department, in conjunction with the Division of Student Affairs, Office of Housing and Residential Life, and the Office of Judicial Affairs offers programs on personal safety, security of property, crisis intervention and crime prevention. Students and parents are also provided with public safety information during orientation programs.

The Nicholls State University Police Department reports crime statistics to the Federal Bureau of Investigation, National Crime Information Center since. University police blotters and arrest reports are available to the media daily, formal press releases, and Police Advisories are issued to address serious or unique problems which may arise on campus. The University believes that an informed public is a safer public. For more information on the Nicholls State University Police Department, visit our web site at www.nicholls.edu/police. The following statistics, in compliance with the 1989 provisions of the Student Right-To-Know and Campus Security Act (Jeanne Clery Act), are provided for your information.

| | **Criminal Offenses - On Campus** | 2017 | 2018 | 2019 |
|---|---|---|---|---|

| | | | | |
|---|---|---|---|---|
| **A.** | Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| **B.** | Negligent manslaughter | 0 | 0 | 0 |
| **C.** | Sex offenses - Forcible | 0 | 1 | 0 |
| **D.** | Rape | 0 | 0 | 1 |
| **E.** | Fondling | 1 | 0 | 0 |
| **F.** | Sex offenses - Non-forcible | 0 | 0 | 0 |
| **G.** | Incest | 0 | 0 | 0 |
| **H.** | Statutory rape | 0 | 0 | 0 |
| **I.** | Robbery | 0 | 0 | 0 |
| **J.** | Aggravated assault | 0 | 1 | 1 |
| **K.** | Burglary | 2 | 3 | 3 |
| **L.** | Motor vehicle theft | 0 | 0 | 0 |
| **M.** | Arson | 0 | 0 | 0 |

| | **Criminal Offenses - On Campus Student Housing Facilities** | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| **B.** | Negligent manslaughter | 0 | 0 | 0 |
| **C.** | Sex offenses - Forcible | 0 | 0 | 0 |
| **D.** | Rape | 0 | 1 | 1 |
| **E.** | Fondling | 1 | 0 | 0 |
| **F.** | Sex offenses - Non-forcible | 0 | 0 | 0 |
| **G.** | Incest | 0 | 0 | 0 |
| **H.** | Statutory rape | 0 | 0 | 0 |
| **I.** | Robbery | 0 | 0 | 0 |
| **J.** | Aggravated assault | 0 | 1 | 1 |
| **K.** | Burglary | 0 | 1 | 2 |
| **L.** | Motor vehicle theft | 0 | 0 | 0 |
| **M.** | Arson | 0 | 0 | 0 |

| | **Criminal Offenses- Non Campus** | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A** | Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| **B** | Negligent manslaughter | 0 | 0 | 0 |
| **C** | Sex offenses - Forcible | 0 | 0 | |
| **D** | Rape | 0 | 0 | 0 |
| **E** | Fondling | 0 | 0 | 0 |
| **F** | Sex offenses - Non-forcible | 0 | 0 | |
| **G** | Incest | 0 | 0 | 0 |
| **H** | Statutory rape | 0 | 0 | 0 |
| **I** | Robbery | 0 | 0 | 0 |
| **J** | Aggravated assault | 0 | 0 | 0 |
| **K** | Burglary | 0 | 0 | 0 |
| **L** | Motor vehicle theft | 0 | 0 | 0 |
| **M** | Arson | 0 | 0 | 0 |

| | **Criminal Offenses – Public Property** | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A** | Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| **B** | Negligent manslaughter | 0 | 0 | 0 |
| **C** | Sex offenses - Forcible | 0 | 0 | |
| **D** | Rape | 0 | 0 | 0 |
| **E** | Fondling | 0 | 0 | 0 |
| **F** | Sex offenses - Non-forcible | 0 | 0 | |
| **G** | Incest | 0 | 0 | 0 |
| **H** | Statutory rape | 0 | 0 | 0 |
| **I** | Robbery | 0 | 0 | 0 |
| **J** | Aggravated assault | 0 | 0 | 0 |
| **K** | Burglary | 0 | 0 | 0 |
| **L** | Motor vehicle theft | 0 | 0 | 0 |
| **M** | Arson | 0 | 0 | 0 |

**Hate Crimes**

***Category of Bias for crimes reported in 2019***

***Total occurrences On- Campus/Non-Campus/Public Property***

| | Criminal Offense | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| **A.** | Murder/Non-negligent manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **D.** | Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **E.** | Fondling | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **G.** | Incest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **H.** | Statutory rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **I.** | Robbery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **J.** | Aggravated assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **K.** | Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **L.** | Motor Vehicle Theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **M.** | Arson | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **N.** | Simple Assault | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **O.** | Larceny-theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **P.** | Intimidation | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Q.** | Destruction/damage/vandalism of property | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

***Hate Crimes (Continued)***

**There were no reported hate crimes for the years 2017 and 2018.**

**Note: Sodomy and sexual assault with an object are included in the rape category.**

**Note: On Campus Property statistics include On-Campus Student Housing Faculties**

**VAWA Offenses – On Campus**

| Crime | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Domestic Violence | 1 | 0 | 2 |
| **B.** | Dating Violence | 1 | 1 | 2 |
| **C.** | Stalking | 0 | 1 | 2 |

**VAWA Offenses – On Campus Student Housing Facilities**

| Crime | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Domestic Violence | 1 | 0 | 1 |
| **B.** | Dating Violence | 1 | 1 | 2 |
| **C.** | Stalking | 0 | 1 | 1 |

**VAWA Offenses – Non Campus**

| Crime | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Domestic Violence | 0 | 0 | 0 |
| **B.** | Dating Violence | 0 | 0 | 0 |
| **C.** | Stalking | 0 | 0 | 0 |

**VAWA Offenses – Public Property**

| Crime | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Domestic Violence | 0 | 0 | 1 |
| **B.** | Dating Violence | 0 | 0 | 0 |
| **C.** | Stalking | 0 | 0 | 1 |

**Arrests – On Campus**

| Law Violation | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| **B.** | Drug abuse violations | 9 | 11 | 21 |
| **C.** | Liquor violations | 0 | 0 | 0 |

**Arrests – On Campus Student Housing Facilities**

| Law Violation | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| **B.** | Drug abuse violations | 5 | 5 | 12 |
| **C.** | Liquor violations | 0 | 0 | 0 |

**Arrests – Non Campus**

| Law Violation | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| **B.** | Drug abuse violations | 0 | 0 | 0 |
| **C.** | Liquor violations | 0 | 0 | 0 |

**Arrests – Public Property**

| Law Violation | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| **B.** | Drug abuse violations | 0 | 0 | 9 |
| **C.** | Liquor violations | 0 | 0 | 0 |

**Disciplinary Actions – On Campus**

| Law Violation | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| **B.** | Drug abuse violations | 11 | 5 | 11 |
| **C.** | Liquor violations | 3 | 1 | 1 |

**Disciplinary Actions – On Campus Student Housing Facilities**

| Law Violation | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| **B.** | Drug abuse violations | 9 | 5 | 11 |
| **C.** | Liquor violations | 2 | 1 | 1 |

**Disciplinary Actions – Non Campus**

| Law Violation | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| **B.** | Drug abuse violations | 0 | 0 | 0 |
| **C.** | Liquor violations | 0 | 0 | 0 |

**Disciplinary Actions – Public Property**

| Law Violation | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| **B.** | Drug abuse violations | 0 | 0 | 0 |
| **C.** | Liquor violations | 0 | 0 | 0 |

**Unfounded Crimes- Unfounded Crimes**

| | | 2017 | 2018 | 2019 |
|---|---|---|---|---|
| **A.** | **Total Unfounded Crimes** | 0 | 0 | 2 |

# NICHOLLS STATE UNIVERSITY




## 2020

## Annual Security & Fire Safety Report

## For Calendar Year 2019

**2019**

**Annual Fire Safety Report**

## Introduction:

The Higher Education Opportunity Act of 2008 requires institutions maintaining on-campus student housing to issue an annual fire safety report. The Nicholls State University Environmental Health and Safety Department is responsible for creating the annual report. The Environmental Health and Safety Department maintains the campus housing fire log and reports fire statistics annually in conjunction with the "Annual Crime Report" that provides information in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Security Crime Statistics Act.

The information contained in this report includes; statistics regarding the number and causes of fire, number of fire injuries and deaths, and the value of property damage. The fire log entry, or an addition to an entry, shall be made within two business days of the receipt of information. The fire log for the most recent 60-day period shall be open to public inspection during normal business hours. Any portion of the log older than 60 days will be available within two business days of a request for public inspection. An electronic version of the Fire Logs and Annual Fire Report can be found at www.nicholls.edu/safety. Information on each on-campus student housing fire safety systems, the number of regular mandatory fire drills, fire safety policies, education programs, as well as plans for any needed fire safety improvements is included.

## Fire Statistics:

In 2019, Nicholls State University had zero reportable fire. See table below:

| Year | Total # of Housing Facility Fires | Cause/Type | # of Injuries | # of Deaths | Property Damage in Dollars |
|---|---|---|---|---|---|
| 2019 | 0 | NA | NA | NA | NA |

## Fire Log:

| 2019 Resident Facilities | Date | Time | Cause/Type of Fire | # of Injuries Requiring Medical Treatment | # of Deaths Related to a Fire | Property Damage in Dollars | Case Number |
|---|---|---|---|---|---|---|---|
| None Reported | NA | NA | NA | NA | NA | NA | |

**Definitions:**[i]

Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire Drill: A supervised practice of a mandatory evacuation of a building for a fire.

Fire-related Injury: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.

Fire-related Death: Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire. Dies within 1 year of injuries sustained as a result of the fire.

Fire Safety System: Any mechanism or system related to the detection of a fire including-

- Sprinkler or other fire extinguishing systems;
- Fire detection devices;
- Stand-alone smoke alarms;
- Devices that alert one to the presence of a fire, such as horns, bells, or strobe lights;
- Smoke-control and reduction mechanisms;
- Fire doors and walls that reduce the spread of a fire.

Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including;

- Contents damaged by Fire;
- Related damages caused by smoke, water, and overhaul;
- Does not include indirect loss.

**On-Campus Housing Facilities Fire Safety Systems:**

All on-campus housing facilities constructed since 2004 have an active fire monitoring system. These systems include full sprinklers, smoke detectors, audible alarms and strobes. Apartment buildings have additional fire extinguishers located within each kitchen unit. Three of our housing facilities Ellender Hall (1967), and Calecas Hall (1972) and Babington Halls (1964) have upgraded fire alarm systems that include monitoring. The remaining facility (Family Housing) does not have an active monitoring system, but has all other fire safety systems consistent with campus housing units. (See Table)

Note: One off site campus location (Theodore Duhe' Building) does not have campus housing facilities and is not included in the fire safety report.

Common kitchens include wet chemical extinguisher units for range tops and ovens, in conjunction with an automatic electrical current disconnect if activated.

Sprinkler, monitoring systems and fire pump systems are fully inspected and maintained by an outside certified contractor on an annual basis. Smoke alarms are inspected monthly by residence staff.

Listed in Table form are the Safety Systems in place at each of the University on-campus housing facilities. Facilities include residence halls and on-campus apartment housing.

| Residence Halls/Apart. | Sprinkled | Smoke Alarms Single Station not monitored | Smoke Detectors Monitored by Building Fire Alarm System | Fire Extinguisher Devices | Fire Detection Devices | Audible Alarm | Strobe Alarm | Fire Doors | # of Fire Drills each Academic Year |
|---|---|---|---|---|---|---|---|---|---|
| Scholar Hall | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | 2 |
| Millet Hall | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | 2 |
| Zeringue Hall | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | 2 |
| Calecas Hall | Yes | Yes | No | Yes | Yes | Yes | Yes | No | 2 |
| Ellender Hall | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | 2 |
| South Babington Hall | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | 0 |
| North Babington Hall | No | Yes | Yes | Yes | Yes | Yes | Yes | Yes | 0 |
| Brady Complex | Yes | Yes | No | Yes | Yes | Yes | Yes | No | 2 |
| Family Housing | No | Yes | No | Yes | No | No | No | No | 0 |

## Fire Drills

Mandatory fire drills were conducted at all on-campus housing facilities during 2019. These drills were supervised and were conducted between the hours of 2 PM and 7 PM while the majority of students were present. Fire Drills are conducted once a semester.

Fire Drills are coordinated by the Environmental Health and Safety and the Residence Life Departments. The local Fire Department is notified of all drills and is encouraged to participate and to conduct post drill review. Resident Assistants (RA's) assists with orderly evacuation of the building, and direct students to the designated Emergency Assembly Area.

Fire Drills were conducted on the following dates during the past year.

| Spring Semester | Fall Semester | Residence Hall |
|---|---|---|
| 2/13/19 | 09/17/19 | Ellender Hall |
| 2/13/19 | 09/19/19 | Brady Complex |
| 2/13/19 | 09/12/19 | Scholars Hall |
| 2/13/19 | 09/10/19 | Millet Hall |
| 3/13/19 | 09/12/19 | Calecas Hall |
| 2/13/19 | 09/10/19 | Zeringue Hall |
| NA (Resident Hall Closed) | NA (Residence Hall Closed) | Babington Halls |

## Procedure for Evacuation of On-Campus Housing

All students receive a Housing & Residence Life Handbook when they check into a Nicholls State University on-campus housing facility. Sections in the handbook are relevant to fire safety (see Fire Safety Policy). In the event a fire alarm sounds in an on-campus facility, all residents and guests are expected to immediately evacuate the building through the nearest safe exit. Each facility has a designated Emergency Assembly Area to which all residents and guests are expected to report. A staff member will gather roll-call information along with provided information regarding the whereabouts of

other residents. This information will be provided quickly to the reporting authority on scene (Director of Safety, Director of Residence Life, University Police, or First Responder on Scene). All evacuated individuals are not permitted to return to the building until an official "all clear" is issued.

## Fire Safety Policy

Each resident receives a copy of the Housing and Residence Life Handbook upon checking into a Nicholls State University on-campus housing facility. The following fire safety procedure is provided to all residents.

***Candles**:*

The possession or burning of candles and tea lights is strictly prohibited in residence halls and apartments, including during a loss of electrical power. If such items are found, the items will be confiscated and the resident(s) will be sanctioned.

***Electrical Appliances:***

Electrical appliances must be U.L. (Underwriters Laboratories) approved and must not cause a disruption to the electrical circuits or disturb other residents. Students may not use toasters, toaster ovens, stoves, grills, electric frying pans, hot plates, space heaters, or any appliance with open filaments or heating elements in residence hall rooms. All coffeepots and irons must have an automatic shut off feature. The use of halogen lamps and space heaters is prohibited in all residence halls and apartments. If such items are found, the items will be confiscated and the resident(s) may face disciplinary action. Microwaves and mini-refrigerators are provided in suites in Scholars Hall, Millet Hall, and Zeringue Hall. Students in Ellender, Calecas, and Babington may bring and use a small microwave oven and a small mini-refrigerator. The mini-refrigerator must be no larger than 4.5 cubic feet. The use of surge protectors is required. The overloading of electrical circuits is a dangerous fire hazard and therefore not allowed. Electrical appliances and equipment must be used in accordance with the manufacturer's instructions. The University reserves the right to deny use of any appliance and/or to confiscate any unapproved appliance or appliance used in a manner contrary to University standards.

***Fire Alarm Evacuations:***

When building alarms sound, residents and guests shall evacuate the building immediately and gather in the designated evacuation location. Upon arrival at the designated evacuation location, the residents must check in with the staff on site to confirm the resident's presence and safety. Failure to immediately evacuate the building, gather in the designated location, and/or check in with staff on site will result in disciplinary action.

***Fire Alarms:***

All occupants of a building (residents and guests) must immediately evacuate the building when the fire alarms sound. Students should report immediately to the designated gathering location for the building and report to the Residence Life Staff on site. Upon arrival at the designated evacuation location, the residents must check in with the staff on site to confirm the resident's presence and safety. Failure to immediately evacuate the building, gather in the designated location, and/or check in with staff on site will result in disciplinary action. The setting of false fire alarms and/or the improper and/or unauthorized use of fire safety equipment (fire extinguishers, smoke detectors, exit signs, etc.) compromises the safety of all residents and is prohibited. Burning any substance and/or setting fires in the housing areas, including lighting candles and/or igniting flyers, decorations, or other posted materials, is not permitted under any circumstances. Violations of fire safety regulations will result in disciplinary action.

***Fire Equipment, Alarms and Extinguishers:***

In the event a fire extinguisher is discharged in response to a fire, the discharged extinguisher must be reported to the Residence Life Staff immediately to ensure the extinguisher is refilled. Pulling a false fire alarm is a felony. Tampering with fire protection equipment and systems may result in criminal charges in addition to University sanctions. The cost of re-charging discharged extinguishers and replacing damaged equipment maybe split among all residents if the individual(s) involved in discharging or damaging them are not identified. Residents found to be tampering or disabling smoke detectors will be subject to disciplinary action.

***Fire Exits:***

Fire exits may be used only in cases of emergency. Residents should not exit or enter through any exits other than the designated primary entrance(s) to the building. Use of fire exits at any other time will result in disciplinary action.

***Flammable Items:***

The possession or burning of incense, candles, fireworks in any form, ammunition, petroleum fuel, motorized vehicles, gasoline-fueled machinery, explosive devices or materials, sterno, kerosene or oil lamps, or any combustible materials are strictly prohibited in residence halls and apartments, even during a loss of electrical power. If such items are found, the items will be confiscated, and the resident(s) will face disciplinary action. For safety reasons, ceilings, air vents, and light fixtures may not be covered by paper or other materials such as wrapping paper, fishnets, parachutes, large flags, etc. Students are ***strongly*** encouraged to purchase renters insurance. Nicholls State accepts no liability for loss of residents' personal property due to fire.

***Smoke-Free/Tobacco Free:***

Acknowledging the clear scientific evidence that smoking—including the use of smokeless tobacco products and the effects of second-hand smoke—is injurious to health, and acknowledging the University's desire to promote healthy living/working environments and a considerate community life, Nicholls State University is a Tobacco Free Campus. Violations may result in disciplinary action.

## Fire Safety Education and Training

**Staff Training in Fire Safety**
Fire safety is a standard component of training for all Head Residents, Resident Assistants, and Student Assistants. This training includes:

- evacuation procedures to be followed when/if fire alarms sound
- instruction in all designated gathering points outside each residential facility
- procedures to report unaccounted residents to first responders
- documentation to be completed to provide record of procedures
- proper use of fire extinguishers, including hands-on experience (conducted by Environmental Health & Safety staff)

**Resident Information**
An evacuation plan and diagram is posted in each residence hall suite.

Each residential facility is required to review evacuation procedures at the first resident meeting each semester. A review is required at each monthly resident meeting throughout the semester.

**Future Improvements in Fire Safety**

Improvements in Fire Safety are as follows:

- Fire safety is a standard component of training for all Head Residents, Resident Assistants, and Student Assistants. This training is conducted prior to the start of a semester.
- Handouts are distributed to each resident of each facility and include a standard set of informational materials distributed to residents as they check into campus housing.
- It is important to incorporate the diverse needs of individuals when planning for evacuations. Faculty and Staff receive training on assisting persons with disabilities while evacuating during an emergency.
- The local fire department has been actively assisting in fire drills and training.

[i] Definitions from The Center For Campus Fire Safety