Annual Security & Fire Safety Report 2018

University of California, Riverside
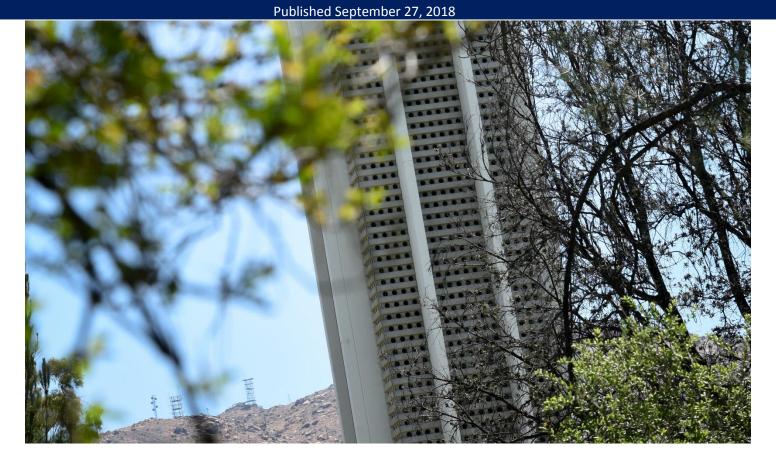
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Introduction

This is the Annual Security and Fire Safety Report for the University of California, Riverside. This report give important information to current and prospective students, employees, and others about crime in relevant geographical areas and about UC Riverside's programs and policies relating to crime prevention, safety, and emergency response.

About University of California, Riverside

Located on nearly 1,200 scenic acres in Inland Southern California and distinguished by more than 60 years of high-impact research, UCR is one of the most diverse, inclusive institutions within the prestigious 10-campus University of California system, UCR is dedicated to the fundamental missions of teaching, research, and public service, serving as an incubator of new knowledge, an engine of social mobility, and an economic powerhouse.

UCR's three colleges offer a wide range of academic and research subjects: The Marlan and Rosemary Bourns College of Engineering, with nine departments; The College of Humanities, Arts, and Social Sciences, with 20 departments; and the College of Natural and Agricultural Sciences, with 13 departments. UCR is home to four professional schools: School of Business, Graduate School of Education, School of Medicine, and School of Public Policy, as well as 23 interdisciplinary research centers.

Currently home to approximately 23,000 students—approximately 20,000 undergraduates and 3,000 graduate students—and 1,100 institutional faculty, the campus is rapidly expanding. To support the addition of hundreds of new faculty and students, the first of two Multidisciplinary Research Buildings is already under construction. New campus student housing, dining, retail, and recreational facilities will be added in the next few years.

UCR's main campus is in the northeastern part of the city of Riverside, California. UCR Palm Desert, which offers a Masters of Fine Arts Degree, continuing education courses, and a Future Physician Leaders program, is located in California's Coachella Valley.

Nondiscrimination Statement

The University of California, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex (including sexual harassment and sexual violence), gender identity, pregnancy, physical or mental disability, medical condition (cancer related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services. Any member of the UCR community who believes that they have experienced discrimination are encouraged to contact the appropriate office:

- For sexual harassment or sexual violence, including dating or domestic violence, sexual assault, or stalking, or retaliation prohibited by the Sexual Violence and Sexual Harassment Policy, the Title IX Office at (951) 827-7070 or TitleIX@ucr.edu. More information about how UCR prevents and responds to sexual violence is provided in this report; see "UC Riverside's Response to Domestic and Dating Violence, Sexual Assault, and Stalking".
- For other discrimination in the employment context, the Office of Equal Employment & Affirmative Action http://hr.ucr.edu/eeaa.html.

- For other complaints, the Chief Compliance Office at (951) 827-1128 or via the UC system hotline at 1(800) 404-4744.

Preparing and Publishing the Annual Security & Fire Safety Report

The University of California, Riverside (UCR) prepares the Annual Security & Fire Safety Report in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*, also known as the Clery Act. The purpose of this report is to provide crime and other safety-related information to members of the campus community. This report contains three years' worth of crime statistics (2015-2017), as well as statements regarding certain campus policies and procedures, including policies regarding sexual and gender-based violence and alcohol and other drugs. This report also includes discloses of fire safety policies and procedures, as well as fire statistics for on-campus housing facilities from the previous three years, in compliance with the Clery Act and the Higher Education Opportunity Act (HEOA), which require colleges and universities that have on-campus housing to annually report and submit fire safety information and statistics.

- Collection of Crime and Fire Statistics. Crime reports are collected from all Clery-defined geography, including on-campus, on-campus student housing, non-campus, and public property locations. Fire data relating to on-campus student housing is also reported. This data is compiled by the Clery Act Compliance Coordinator, with assistance from the UC Riverside Police Department, Campus Fire Marshal, Student Conduct and Academic Integrity Programs (SCAIP), Title IX Office, Education Abroad, Human Resources, UCR Palm Desert Center, local law enforcement agencies, and those individuals identified as Campus Security Authorities (CSAs). This report also includes disciplinary referrals by a variety of UCR Offices that administer conduct for both students and employees for drug, alcohol and weapons and other Clery Act Crimes not otherwise reported as an arrest or crime.
- Policy and Program Information. The policies and statements provided in this report are updated annually and include the most current information at the time of publishing.

The Annual Security & Fire Safety Report can be found at on UC Riverside's website or by contacting the Clery Act Compliance Coordinator. By October 1st of every year, each member of the UC Riverside community receives a *Notice of Availability* email that describes the report and provides its web address. For comments or paper copies of this publication, please contact:

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UC Riverside Police Department

The mission of the University of California, Riverside Police Department (UCRPD) is to enhance the quality of life by providing a secure and safe environment through professional service to the University community. UCRPD is located at 3500 Canyon Crest Drive and operates 24 hours-per-day, 365 days a year. The **non-emergency** phone number is (951) 827-5222 and **emergency** phone number is 911. UCRPD employs Police Officers and Community Service Officers (CSO's) to deliver public safety services to the campus community.

UC Riverside Police Officers provide a full range of police related services, including: primary emergency responses; preventative patrols; investigation of observed, reported, or suspected crimes; enforcement of all applicable laws; follow-up and specialized criminal investigations; crime prevention; community liaison and relations; V.I.P./dignitary protection; special event security; traffic activities (enforcement and accident investigations).

Authority and Jurisdiction

UCRPD is accredited by the California Commission on Police Officer Standards and Training (CA POST) and vested with the authority and responsibility to enforce all applicable local, state and federal laws. All UC Riverside Police Officers are duly sworn peace officers with statewide authority as defined in California Penal Code Section 830.2 (b), are authorized to carry firearms, and have the authority and duty to conduct criminal investigations and make arrests. UCRPD has primary jurisdiction over UC Riverside, as well as properties owned, leased, or controlled by the University in adjacent areas.

Working Relationship with State and Local Law Enforcement Agencies

UCRPD enjoys a close working relationship with the Riverside Police Department, the Riverside County Sheriff's Department as well as the local branches of the California Highway Patrol. UCRPD personnel regularly meet with agents assigned to the Riverside Field Office of the FBI to exchange information in an effort to prevent criminal activity on campus. UCRPD and the Riverside Police Department have a Memorandum of Understanding (MOU) in place that defines operational jurisdictions for both agencies, as well as the administration of the University Neighborhood Enhancement Team.

The University Neighborhood Enhancement Team (UNET) is a cooperative effort between UCRPD and the Riverside Police Department. Each agency has committed four officers and one sergeant to a seventeen square mile area, which surrounds the university. Officers are encouraged to identify community concerns and seek out novel approaches to solving those concerns. UNET team members work two shifts, day shift and swing shift. Officers from UCRPD are paired up with officers from the Riverside Police Department. This has proven crucial, as the officers can act as liaisons for the respective agency. UNET team members work primarily in full uniform and drive marked police cars.

One of the most effective tools at UNET's disposal is the use of the bicycle in patrol activities. UNET regularly conducts bicycle crime abatement programs, which have resulted in numerous arrests for drug related crimes and has impacted the neighborhood with a significant decrease in overall crime activity. UNET has focused on everything from drugs and gangs, to burglaries and auto thefts during these programs.

Accurate and Prompt Crime Reporting

UC Riverside encourages accurate and prompt reporting of crimes and other emergencies as soon as possible to UCRPD. Safety is a shared responsibility. If you observe a crime or other emergency, report it immediately, especially if it appears the victim may be unable to. UCRPD Dispatchers are available by phone at (951) 827-5222, 911 for emergencies, or in person 24 hours per day at 3500 Canyon Crest Drive. Although the University offers many support resources and options for reporting, UCR highly encourages campus community members to report all crimes or concerning behavior or activities directly to UCRPD regardless of whether or not they want to pursue a formal investigation or other law enforcement action. This allows the University to assess security and threat concerns and notify the UC Riverside community if there is an on-going threat. Further information on crime reporting is provided in section "Reporting Clery Crimes and Other Emergencies."

Daily Crime Log

UCRPD maintains a daily crime log and a fire log that contains specified information about any and all crimes or fires (must have an actual flame to appear on this daily fire log) that occur within the patrol jurisdiction of, and are reported to, the UCRPD. There is also a daily log provided by the Riverside Police Department of crimes that occurred within the UNET boundary. The daily crime log and fire log can be viewed at UCRPD (3500 Canyon Crest Drive, Riverside, CA, 92521). Certain information may be withheld from the crime log under specified circumstances, primarily information that would jeopardize the success of an investigation or the safety of a person involved in the investigation. UCRPD makes the crime log and the fire log for the most recent 60-day period open to public inspection during normal business hours, while crime logs and fire logs containing material more than 60 days old are retained for seven years for public inspection upon two days' notice.

Monitoring and Recording Crimes Involving Recognized Student Organizations at Non-Campus Locations

UC Riverside does not have any recognized student organizations with non-campus buildings or properties; therefore, UCRPD does not have a formal program to monitor and/or record criminal activity at these locations.

Campus Security, Crime Prevention, and Safety Awareness Programs

UCRPD Crime Prevention Programs

It is well recognized that the prevention of crime provides the best measure of protection. Therefore, UCRPD operates as a proactive crime prevention unit that works closely with the members of the community to make UCR a safer place to work, live and learn. UCRPD's Crime Prevention Detectives engage in numerous presentations throughout the year aimed at reducing and preventing criminal activity on the campus. These presentations covers various topics, including responding to a critical incident, increasing personal safety and the security of personal property, appropriate reporting procedures as well as custom-designed presentations created in partnership with university departments who have a specific need or situation. All of these presentations are offered at least quarterly, with several being offered at least monthly. The programs are advertised to students, faculty and staff and are designed to be applicable to all campus groups. Brochures and literature on crime prevention and personal safety are available through UCRPD's Detective and Crime Prevention Office via email at crimeprevention@ucr.edu or by calling (951) 827-1597.

Responding to a Crisis Situation

This course, led by UC Riverside Police Officers, guides faculty, staff, and students on how to respond in a crisis situation. The course will utilize the "RAIN" acronym (Respond, Assess, Isolate, and Notify). Topics that will be discussed in the training include:

- How to respond in a crisis situation using the "RAIN" acronym
- Early violence intervention
- UCR's Emergency Notification System
- A brief introduction on how UCPD trains to respond to violent incidents
- The purpose of this training is to provide Faculty, Staff, and Students a guide on how to respond in a crisis.

Campus Safety Committee

UCR's Campus Safety Committee (CSC) is a diverse group of University faculty, staff, administration, union representation, and other constituencies, chaired by the Director of Environmental Health & Safety. The CSC creates and maintains a high level of interest and awareness in safety, with a focus on crime prevention, emergency preparedness, employment safety, fire safety, personal safety, and transportation.

Critical Student Incident Team

The Critical Student Incident Team is coordinated by the Student Affairs Case Manager. The team was created to work with the students, staff and faculty of the UCR community who are concerned about students who may be a threat to themselves or others. The team provides action and support to address the needs of students who are distressed while assuring a safe and secure campus for the entire UCR community.

Highlander Orientation Programs

During this two-day mandatory orientation, first-year and transfer students engage in a variety of programs, ranging from meetings with academic advisors to introductions to student services available

on campus. Students receive safety information through training programs with UCRPD, CARE, and the Title IX Office.

- **UCRPD Safety Orientation**: first-year and transfer students participate in a safety orientation with UCRPD during Highlander Orientation. Topics covered:
    - Safety contact information
    - Emergency call boxes
    - Escort Service
    - Personal Property Protection
    - Bicycle Safety
    - General Personal Safety tips
- **Life on Campus & Consent with CARE**: All first-year students participate in the "Life on Campus and Consent with CARE" presentation. "Life on Campus" is a skit program which depicts real-life scenarios students may encounter while on campus. Students learn about campus resources available at UCR to help navigate these situations. "Consent with CARE" provides students with information about CARE advocates and Title IX office services and resources.
    - Transfer students participate in the "Consent with CARE" portion of the presentation only.

More information about CARE and Title IX primary prevention and awareness programs is provided in the "UC Riverside's Response to Domestic Violence, Dating Violence, Sexual Assault, and Stalking" section of this report.

Safety Training and Awareness Programs in Residence Halls

Residential Life staff, both professional and student employees, participate in annual training during the Fall quarter, as well as follow-up training throughout the year at various times. Topics covered during this fall training include:

- Residence Hall policy and procedure overview
- Incident response and reporting requirements, including how to write reports and reporting to SCAIP
- In-person training from various campus partners, including:
    - CARE Advocate
    - Title IX Office
    - Counseling & Psychological Services (CAPS)
    - Student Affairs Case Management
    - Clery Act Compliance Coordinator
- Behind Closed Doors-active scenarios staff may encounter when on rounds in the residence halls
- Emergency response training, including smoking corridor, fire extinguishers, and building evacuations
- Active Intruder Training (formerly Active Shooter Training) with UCRPD

Each Resident Advisor (RA) is trained to discuss safety and security issues in their opening community meetings. Topics include but are not limited to: reminders about locking doors, going over fire exits, giving out contact and resource information on who/how to contact for assistance, and maintenance requests. Residents who move in mid-year are also introduced to their RA who goes over this

information. More information about these fire safety and evacuation trainings can be found in the "UC Riverside Annual Fire Safety Report" below.

UCR Learning Center Employee Training Programs

The following courses are examples of safety and crime prevention programs available to all employees (faculty, staff, and student employees) through the UCR Learning Center:

- **UCR Staff Orientation**: This course provides new UCR staff with a range of information regarding UCR. It includes a presentation by UCRPD regarding Safety. The course is mandated for certain incoming staff, and encouraged for others.
- **UC Cyber Security Awareness Training**: This Cyber Security Awareness training provides information and reminders on threats facing the University and what each of us can to do mitigate them. It is mandated for new employees. Refresher trainings are also provided.
- **Safety Orientation**: Overview of safety fundamentals, injury & illness prevention, and emergencies for all faculty, staff, and students (fulfills the Online Safety Orientation). Topics Covered:
    - Hazard Identification
    - Control Measures
    - Risk Management
    - Injury & Illness Prevention Plan (IIPP)
    - Safety Resources
    - Hazard Report
    - Accidents & Injuries
    - Emergency Procedures
    - Fire & Life Safety
    - Earthquake Safety
- **Prevention of Violence in the Workplace**: The purpose of the course is to reinforce UC Riverside's commitment to preventing violence in the workplace and to provide information to staff, faculty, and student employees on the policies and reporting options in place to create a safe environment for the UCR campus. Topics Covered:
    - Policies regarding the prevention of violence on campus
    - Different types of workplace violence
    - Key actions for preventing workplace violence
    - Emergency procedures to follow in the event of violent situations
- **Clery Act Training for Campus Security Authorities (CSAs):** This training course will provide campus CSAs with more detail on how to report a crime, how UC security policies work and how to communicate essential information on campus in accordance with the federal Clery Act requirements.
- **Sexual Violence and VAWA Training Courses**: These courses are described in more detail in the section "UC Riverside's Response to Domestic Violence, Dating Violence, Sexual Assault, and Stalking."
- **Responding to a Crisis Situation (RAIN)**: Overview of how to respond to an active shooter. Topics Covered:
    - What is an active shooter?
    - R.A.I.N. technique and what to expect during an incident

Other Security, Crime Prevention, and Safety Programs

Policies and procedures encouraging the reporting of crimes and other threats to safety to UCRPD are another important crime prevention program. When crimes and threats are reported to the Police, action can be taken to prevent further crimes and/or to reduce safety threats relating to the UCR community. The next sections of this report, "Reporting Crimes and Other Emergencies" and "Timely Warning Reports", describe these policies and procedures.

Other programs and policies that serve to enhance safety and security and prevent crimes are described in this report, including in the sections "Emergency Response and Evacuation", "Other Safety-Related Policies", "Security and Access to Campus Facilities", and "UC Riverside's Response to Domestic Violence, Dating Violence, Sexual Assault, and Stalking."

Reporting Crimes and Other Emergencies

UC Riverside has established a number of ways for campus community members and visitors to report crimes, public safety related incidents, and other emergencies to law enforcement and appropriate University officials. While certain University community members, called Campus Security Authorities (CSAs), are required to report Clery Crimes to UCRPD, all community members are strongly encouraged to accurately and promptly report all crimes and other emergencies to UCRPD so that the situation can be investigated and follow-up actions can be taken as needed, including issuing a Timely Warning or emergency notification and the annual statistical disclosure.

Campus Security Authorities (CSAs)

Campus Security Authorities (CSAs) are a critical link within our community—they help ensure the campus remains informed and that individuals coming forward have access to the information and resources they deserve. In most cases, CSAs are able to maintain victim confidentiality while maintaining their expectation to report.

The University of California "*Clery Act Policy – Campus Safety and Security Reporting*" provides that Campus Security Authorities are those people "who because of their functional role have an obligation to notify the [UCRPD] of alleged Clery Crimes that are reported to or witnessed by the CSA." CSA is a Clery-specific term that encompasses four groups of individuals and organizations associated with an institution:

1. Employees who work in a campus police department
2. Staff responsible for security and monitoring access to University buildings
3. Employees designated within institutional campus security policies to receive crime reports, and
4. "An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings."

If a CSA receives a report, they are to inform UCRPD, or the Clery Act Compliance Coordinator, as soon as reasonably possible for Timely Warning and emergency notification consideration and inclusion in the annual disclosure of crime statistics. CSAs are not responsible for investigating, or determining the validity of, a reported incident. More information about accurate and prompt crime reporting can be found in the "UC Riverside Police Department" section of this report.

The *Clery Act Policy – Campus Safety and Security Reporting* provides information about CSA reporting obligations and reporting protocols. Training for CSAs is also available through the UCR Learning Center in a 30-minute e-course that provides campus CSAs with more detail on how to report a crime, how UC security policies work and how to communicate essential information on campus in accordance with the federal Clery Act requirements.

While students and employees may report crimes to any designated Campus Security Authority, the table below contains contact information for University organizations/officials to whom it is preferred for crimes to be reported.

For a full list of CSAs on campus, please contact the Clery Act Compliance Coordinator.

Office	Campus Address	Phone Number	Website
UC Riverside Police Department	3500 Canyon Crest Drive	**(951) 827-5222 Emergency**: 911	police.ucr.edu
Human Resources-Employee and Labor Relations	University Village, Suite 208	(951) 827-3641	hr.ucr.edu
Title IX Office	349 Skye Hall (formerly Surge Building)	(951) 827-7070	titleix.ucr.edu
Student Conduct and Academic Integrity Programs (SCAIP)	111 Costo Hall	(951) 827-4208	conduct.ucr.edu
Dean of Students	381 Highlander Union Building (HUB)	(951) 827-6095	deanofstudents.ucr.edu
Residential Life & Housing Services	Resident Services Offices; 3595 Canyon Crest Drive	Various; (951) 827-6350	housing.ucr.edu
Palm Desert Center	Administrative Office 75080 Frank Sinatra Drive, Palm Desert, CA 92211	(760) 834-0592	palmdesert.ucr.edu

Emergency Call Boxes

UC Riverside has installed 70 call boxes for emergency use throughout campus. The purpose of the emergency call boxes is to provide a direct line to alert UCRPD of any emergency or suspicious circumstances. The locations of these emergency call boxes is shown on the campus map, available in various locations on campus and online at http://campusmap.ucr.edu/emergency/.

Pastoral and Professional Counselors

Pastoral counselors and mental health counselors at the University are not Campus Security Authorities, and are therefore exempt from disclosing or reporting allegations of crimes and incidents. However, to be exempt from the Clery Act reporting requirements, the counselor must be acting in their professional role of pastoral or mental health counselors for the University. If and when they deem it appropriate, pastoral and professional counselors are encouraged to inform their clients of reporting options, including the ability to make a voluntary, confidential report.

Voluntary, Confidential Reporting

UC Riverside has established voluntary reporting options for victims and/or witnesses of a crime to report incidents for inclusion in the annual disclosure of crime statistics, and for Timely Warning consideration, while maintaining the confidentiality of the victim to the highest extent possible. Because police reports are public record under California law, confidentiality of reports made to UCRPD cannot be guaranteed. Exceptions exist for sexual assault and crimes where victims or witnesses would be at risk should their names be released to the public. The University will inform individuals during the reporting process if confidentiality may not be assured.

Reports of sexual violence made to confidential on-campus resources, such as Office of the Ombuds, Counseling and Psychological Services (CAPS), Faculty & Staff Assistance Program (FSAP), or a Campus Advocacy Resources Education (CARE) advocate, are not required to be reported to the Title IX Coordinator or UCRPD without consent of the survivor.

Anyone may call UCRPD at (951) 827-5222 to report concerning information. If you would like to report a crime or related concern but do not wish to reveal your identity, UCRPD offers an anonymous tip form which allows for both confidentiality and anonymity. This form is available at http://police.ucr.edu/anon.html. This anonymous tip form should NOT be used for emergency purposes.

Reporting at UC Riverside Palm Desert Center

Students and employees at the UC Riverside Palm Desert Center should immediately report all crimes and other emergencies to the Administrative Office at (760) 834-0592. If you have an emergency and cannot reach administrative staff, please contact the Palm Desert Police Department or Riverside County Sheriff by calling 911.

Timely Warning Reports

The University will issue a "Timely Warning Notice" in the event a situation arises either on or near campus in which, in the judgment of the Timely Warning Designee in consultation with other Senior University Officials, (1) a crime is committed; (2) the perpetrator has not been apprehended; and (3) there is a serious or continuing threat to the community. Such crimes include, but are not limited to, Clery Crimes that are reported to any Campus Security Authority or a local police department.

The University may, in some circumstances, issue a Timely Warning Notice when there is a series or pattern of criminal behaviors against persons or property that may pose a threat to the UCR community. The University may also issue a Timely Warning Notice for an off-campus crime if the crime occurred in a non-University-owned property used and frequented by the University community members.

Issuing a Timely Warning Notice

A Timely Warning Notice will be issued as soon as pertinent information is available and as soon as reasonably practicable after an incident has been reported to any CSA and/or UCRPD. Decisions about Notices will be made on a case-by-case basis using the Timely Warning Decision Guide.

Authorized Users of Timely Warning Notices

The Timely Warning Designee shall be responsible for determining whether a Timely Warning Notice should be issued. UCR has identified the following users as Timely Warning Designees:

- UC Riverside Police Department's Chief of Police
- UC Riverside Police Department's Assistant Chief of Police
- UC Riverside Police Department's Lieutenants

Timely Warning Decision Guide

The Timely Warning Designee shall use and complete the "Timely Warning Decision Guide" when determining whether to issue a Timely Warning Notice. The decision to issue or not issue a Timely Warning Notice is made on a case-by-case basis considering relevant factors, including:

- The nature of the crime;
- The continuing danger to the campus community; and
- The possible risk of compromising law enforcement efforts.

Timely Warning Notice

Timely Warning Notices will provide the UCR community with relevant, available information that promotes safety and aids in the prevention of similar crimes. This may include:

- Summary of alleged incident;
- Time and location of occurrence;
- Whether this is a continuing danger to the campus community; and
- Other available pertinent information, such as physical description of the person(s) involved.

Dissemination of Timely Warning Notices

Timely Warning Notices will be sent via electronic Scotmail (e-mail) to UCR students, faculty, and staff subscribers listed on a campus group e-mail. UCRPD will electronically post Crime Alerts on UCRPD's website. UCR Departments, staff, and faculty can also post these alerts in highly visible areas and lounges.

Security and Access to Campus Facilities

UC Riverside is a public university and, as such, most campus buildings are unlocked and open to the public during business hours. However, certain facilities such as research laboratories and student residential housing facilities (discussed below) may have additional limitations. Only authorized faculty, staff, and students are admitted into facilities once the building has been locked through use of assigned keys/access card. All buildings are monitored by UCRPD personnel.

UC Riverside employs many systems for building access and security. They systems vary from mechanical door locks to electronic access devices, silent alarms, motion detectors, and associated security systems. UCR Policy *"Security (Facility and Equipment)"* outlines security programs related to individual buildings or areas and recognizes that:

> The responsibility for buildings, equipment, and materials belongs to those who occupy the buildings. Additional support is provided by Police Department personnel on patrol, plus the custodians, grounds and maintenance people who regularly service the buildings. As Police Department employees patrol the campus and discrepancies in security are found, they respond as necessary to correct the matter, and forward *a Security Deficiency Report* to those responsible for that particular area.

Building Access

The UCR *Security (Facility and Equipment)* Policy specifies the protocol for locking and unlocking of buildings.

1. **Building Lock-Up**
   Normal Work Week: Facility Services will lock up the buildings (exterior doors) since the custodians are already in most buildings performing their custodial services. Timing of the lock-up will vary, depending upon the building.

   On the rare occasion when a building is found to be unlocked after Facility Services has initially locked the building and the custodian has completed his/her custodial work and departed the building, the Campus Police will secure the building.

Weekends and Holidays: Facility Services has contracted with the Police to lock buildings on weekends and holidays.

2. **Building Opening**
   Normal Work Week: During the normal work week, Facility Services is responsible for the unlocking of campus buildings, between 6:00 a.m. and 7:00 a.m. Some buildings have established times, such as Pierce Hall, the others vary within the hour. Facility Services will also unlock buildings as requested during the normal work day.

   Weekends and Holidays: Facility Services has contracted with the Police to unlock buildings on weekends and holidays.

3. **Room Lock-Up**
   The only time a Facility Services employee gets involved with locking a room is when he/she needs to enter a room to perform custodial services. When a custodian comes across a room that is locked, he/she relocks the room upon completion of service. If a room is unlocked, they do not lock the room.

4. **Room Opening**
   Facility Services personnel unlock rooms only to perform custodial services. Requests to unlock individual rooms for access should be directed to the responsible department assigned that space.

Security Considerations Used in Campus Residences

UC Riverside provides housing to approximately 7,500 students, from apartments designed for students with children to multi-student apartment complexes and residential buildings. The UCRPD, Student Housing staff, and apartment managers for on-campus private housing work closely together to create a safer and more comfortable living and learning environment. The security of residential areas involves on-duty housing staff, apartment managers, Community Service Officers and around-the-clock UCRPD patrols. All residence halls are accessible 24 hours a day by key/access card only.

While access to all Residence Hall living areas is restricted, and visitors are not monitored, students are encouraged to take a proactive approach to safety and security. Residents and their guests must ensure that locked buildings stay secure by not propping doors or letting unknown people into the building. Residents should keep their assigned room/apartment door locked, take precautions to protect their keys against theft or loss, and immediately report any theft/loss of property to Residential Life staff. UCRPD should be notified of any suspicious activity or unknown persons attempting to gain access into University facilities. Student housing and apartment staff promptly post all Crime Alert Bulletins (also known as Timely Warnings) in order to provide residents with timely notice of major crimes or threats to the campus.

Security Considerations Used in the Maintenance of Campus Facilities

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. UC Riverside Police Officers regularly patrol the campus and report malfunctioning lights and other unsafe physical

conditions to the Facilities Services Department for correction. Other members of the University community are helpful when they report equipment problems to UCRPD or Facilities Services.

Facilities Maintenance and Recharge Services has two primary responsibilities: performing maintenance and repair (preventive maintenance, deferred maintenance, trouble calls, etc.) on the state-funded facilities, utilities, and infrastructure and performing alterations requested by customers on a recharge basis. The Service Call Desk (x24214 from on-campus phones) receives and handles routine and emergency problem/trouble calls (e.g. lights out, plugged faucets/drains, roof leaks, fire alarms, smell of gas, etc.) from the campus community. Their Customer Service Representative works out of the Service Call Desk. Service requests may also be submitted online at http://facilities.ucr.edu/requests.html.

Students in University housing and residential facilities may submit a service request to Resident Services staff, or online at https://housingservicerequest.ucr.edu/. Service requests are usually completed within 48 hours, depending on availability of materials. In the event of a health or safety emergency, students are encouraged to contact the Residence Service Office or Resident Advisor on-duty. Maintenance staff is available 24 hours a day to conduct repairs.

Emergency Response, Evacuation Procedures, and Emergency Notifications

Emergency Management at UC Riverside

The Office of Emergency Management (OEM) assists the campus community in predicting, preparing, mitigating, responding and recovering from any adverse event that disrupts the campus mission. Through emergency preparedness and response, continuity planning, training, exercises and communications, they serve the campus leadership and community by strengthening how the campus mitigates and prevents risk; prepares for, responds to, and recovers from emergencies; and protects the campus mission from disruption.

The Office of Emergency Management is responsible for the development and implementation of the campus Emergency Action Plan (EAP). The purpose of this plan is to establish the operation procedures necessary for campus personnel to respond to, and recover from, a significant emergency event in a timely and organized fashion that includes preparation, mitigation, response, and recovery actions. The University EAP also serves as the baseline by which all organizational and unit level plans, strategies and recovery procedures are developed. More information about the Emergency Action Plan can be found at https://ehs.ucr.edu/emergency/emergency_action_plan.pdf.

In addition to the information found in the campus action plan, OEM provides the University community with preparedness training ranging from emergency response, safety education, disruption recovery and response services. OEM is also responsible for testing and implementing the campus emergency communications system. You can find more information about these trainings, as well as other services and resources provided by OEM, at https://ehs.ucr.edu/emergency/.

Drills, Exercises, and Training

Unannounced evacuation (fire) drills are conducted as required by the California Fire Code, by UC Riverside's Environmental Health & Safety department for all on-campus student housing facilities. Additional evacuation drills are also conducted each year for federally funded campus facilities.

During these exercises, participants are trained on the locations of emergency exits, general evacuation paths for their building, and their Emergency Assembly Areas. For longer-term evacuations, additional designated evacuation areas may be identified based on time of day, location of the building being evacuated, the availability of various locations on campus, and other factors such as the location and nature of the threat. When a building is evacuated, UC Riverside police officers and building staff on the scene will communicate information regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants, students, faculty, and staff for an organized evacuation in the case of a fire or other emergency. In addition to educating the occupants of each building about the evacuation procedures during the drill, the process also provides UC Riverside an opportunity to test the operation of fire alarm systems. Evacuation procedures are maintained online at http://ehs.ucr.edu/emergency/procedures, and shared through training courses with the campus community. These procedures were created with the goal of answering the question of what to do. Additionally, training courses describe the evacuation procedures, Emergency Assembly Areas, and actions to take after a significant emergency or dangerous situation.

Emergency Notifications

In the event of a substantiated emergency or on-going threat to public safety on or near University property, UCR will notify the University community immediately upon confirmation of the emergency or threat, unless such notification will, in the professional judgement of responsible authorities, compromise victim assistance or emergency response/mitigation efforts. Emergency notifications are made in accordance with the Clery Act, which requires universities and colleges to notify students and employees in a timely manner if a significant emergency or ongoing threat to public safety on or near University property occurs.

Dissemination of UCR Emergency System Notifications

UCR will use the UCR Emergency Notification System to notify and update the UCR community (and the larger local community) about the emergency or dangerous situation involving an immediate threat to the health or safety of students or employees is occurring on campus. The system includes the following tools:

- UCR Emergency Text Messaging
- Voice announcements via campus loudspeakers
- Visual announcements via campus computer monitors
- UCR Campus Status Website
- Emergency Communications Listserv (e-mail)
- Campus Status Website
- Building fire alarm systems
- Scotmail (e-mail)
- 888-UCR-WARN (recorded message line)
- Voicemail Blast (distributed voicemail)
- R'Web – Student Portal http://www.rweb.ucr.edu
- R'Space – Faculty/Staff Portal http://www.rspace.ucr.edu

Issuing an Immediate UCR Emergency Notification

The UCR Emergency Notification system will be used when an emergency or dangerous situation involving an immediate threat to the health or safety of students or employees is occurring on campus. On a case-by-case basis, the University may defer notification only if doing so compromises efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. An Emergency Notification may or may not be related to criminal activity. Importantly, depending on the circumstance, various components of the Emergency Notification System will be utilized (e.g. text messaging and email only) that best address and ameliorate the situation at hand. Examples of circumstances under which the University may issue an Emergency Notification include, but are not limited to:

- active shooter
- building collapse
- natural disaster on or threatening the campus
- large explosion or major fire
- hazardous spills

Authorized Users of the UCR Emergency Notification System

The following personnel are authorized and trained to send emergency text notifications:

- Campus Emergency Manager
- Chief of Police
- Assistant Chief of Police
- Lieutenant of Police
- UC Riverside Police Department Public Safety Dispatchers (or police staff as determined by the Chief of Police)

Decision, Procedure, Timing, and Content: Criteria for a UCR Emergency Notification

The decision to send UCR Emergency Notifications may be made by the UC Riverside Police Department watch commander or Campus Emergency Manager. Depending upon the circumstances, the decision may be made in consultation with campus or local officials for information related an emergency or dangerous situation involving an immediate threat to the health or safety of students or employees.

The procedure for sending the emergency text message is as follows: The message will be sent via the emergency text messaging phone application. If that function is not available, the message may be sent via the emergency text messaging website or via a phone operator. The message should be sent by UC Riverside Police Department Public Safety Dispatcher or police staff as designated by the Chief of Police or other authorized users.

The Emergency Notification System will be activated as soon as reasonably possible and without delay.

The first step of an emergency notification, if possible, is to update the Campus Status Page with information about the situation at hand. All further communications then reference the Status webpage. For more information about the Campus Emergency Status, please visit http://campusstatus.ucr.edu/.

An emergency text message to the UCR community will be brief and will include 1) the nature of the emergency, 2) location of the emergency, and 3) directions or instructions on actions the community should take in response. After the initial notification, updated information may be disseminated to the community via additional text messages and/or other mediums.

In conjunction with broad campus messaging, the Emergency Notification System allows for information to be addressed to specific segments of the campus community (faculty, staff, students, buildings, departments) and information to specific campus populations may be disseminated using the system.

Business and Operational Continuity

Depending upon the nature of the incident and corresponding emergency notifications, some or all campus operations, services or business activities may be delayed or discontinued until safe conditions are re-established. Depending on the nature of the incident, UCR's leadership team (Chancellor, Provost, Vice Chancellors, Deans, etc.) or UCR's Executive Management Policy Group (EMPG) will be notified via text, phone call or e-mail by the Vice Chancellor of Business and Administrative Services, the Campus Emergency Manager or the UC Riverside Police Department to ensure appropriate continuity, logistic and safety information is disseminated to faculty, staff, and students. This may include but is not limited to:

- Alternative classes or instructional schedules and locations
- Information pertaining to daily operations and services (i.e. Housing & Dinning, Transportation & Parking)

- Cancelation of pre-planned or on-going special events or meetings

Regular System Testing

UCR will test the emergency notification systems/procedures at least annually, including publicizing its procedures at least once per calendar year. The University will document a description of the exercise, as well as the date and time of the exercise and whether it was announced or unannounced. The actual use of the Emergency Notification System also constitutes additional system testing. Additionally, the components of the Emergency Notification System will be reviewed on a quarterly basis by a technology oversight group comprised of:

- AVC/CIO – Information Technology Solutions
- UC Riverside Police Department Chief of Police (or designee)
- University Communications
- Campus Emergency Manager.

Other Safety-Related Policies

Statements regarding additional UC and UCR policies, as well as California Laws, related to crime prevention and safety are provided in this section of the report.

Missing Student Notification

UC Riverside takes the safety and welfare of our students very seriously. To that end, each student living in a campus housing facility has the opportunity to register the name and contact information of a person he or she would like notified if the student is found to be missing and cannot be located through reasonable outreach and investigation.

Missing person contact information is registered confidentially and is accessible only to authorized campus officials in furtherance of a missing person investigation. Housing authorities will notify the UC Riverside Police Department in the event of any resident student who is discovered to be missing.

The UC Riverside Police Department will take any missing person's report which is reported to them without delay regardless of jurisdiction. A missing person report will be given investigative priority over non-emergency property crimes. If you believe that any member of the campus community is missing or is in any danger, do not hesitate to report it to UC Riverside Police Department, immediately.

When an officer receives a report of a missing person, the officer will determine the category of missing person and complete a report. The reporting officer will ensure that the appropriate information is entered into the California and National Missing Persons data base. If the missing person is a student; the reporting UC Riverside Police Officer will also ensure notification is made to the student's missing person's contact, if available, within 24 hours of the initial report. If the missing person is under 18 and not emancipated, UC Riverside Police will notify a custodial parent or guardian.

Weapons on Campus

All weapons are prohibited on the UC Riverside campus, whether in a book bag, in the car, or in an office, classroom, or apartment. In accordance with California's *Gun-Free School Zone Act* (Penal Code 626.9), except for sworn police officers or federal law enforcement officials, it is a felony to bring or possess ANY firearm on any California school, college, or university campus. It is also a felony to possess any air gun - including pellet and BB guns that utilize air, CO2, or spring pressure to propel a projectile

(Penal Code 626.10). In addition to firearms, knives with a rigid blade length of over two and one half inches, dirks, daggers, metal knuckles, nunchaku (nun chucks), and ice picks are illegal.

If you see a gun or other weapon on University property, please alert UCRPD immediately at (951) 827-5222 with a description of the location of the weapon and/or the individual carrying it. If you believe that the weapon is being or is about to be used, dial 911 from a land-line, and from a cell phone, dial (951) 827-5222.

Zero Tolerance for Violence

UCR's Policy "*Violence Prevention in the UCR Community – Zero Tolerance for Violent Behavior*" applies to all faculty, student and staff appointees as well as vendors and other members of the UCR community. The policy defines and prohibits Violent Behavior including threats, physical violence, sexual violence, and intimidation and disruptive behavior. The policy extends to all UCR buildings, facilities, rooms, spaces (indoor or outdoor), and all locations where UCR business is conducted.

The Policy requires reporting of Violent Behavior for investigation. The Policy is implemented through training, specifically the courses "Prevention of Violence in the Workplace" and "UC System-wide Training: Violence Against Women (VAWA) Act"). These and other trainings are described in section "Campus Security, Crime Prevention, and Safety Awareness Programs" and "UC Riverside's Response to Domestic Violence, Dating Violence, Sexual Assault and Stalking."

University of California, Riverside Policies on Alcohol and Drugs

University of California Policy on Substance Abuse

The University strives to maintain campus communities and worksites free from illegal use, possession, or distribution of alcohol or of controlled substances, as defined in schedules I through V of the Controlled Substances Act, 21 United States Code §812, and by regulation at 21 Code of Federal Regulations §1308.

Unlawful manufacture, distribution, dispensing, possession, use, or sale of alcohol or controlled substances by University employees and students in the workplace, on University premises, at official University functions, or on University business is prohibited. In addition, employees and students shall not use illegal substances or abuse legal substances in a manner that impairs work performance, scholarly activities, or student life.

Employees found to be in violation of this Policy, including student employees if the circumstances warrant, may be subject to corrective action, up to and including dismissal, under applicable University policies and labor contacts, or may be required, at the discretion of the University, to participate satisfactorily in an Employee Support Program.

Students found to be in violation of this Policy may be subject to corrective action, up to and including dismissal, as set forth in the University of California Policies Applying to Campus Activities, Organizations, and Students (Part A) and in campus regulations, or may be required, at the discretion of the University, to participate satisfactorily in a treatment program.

Additional information about the *UC Policy on Substance Abuse* can be found on the University of California, Office of the President (UCOP) website.

UC Riverside Standards of Conduct

102.00 Grounds for Discipline: Chancellors may impose discipline for the commission or attempted commission (including aiding or abetting in the commission or attempted commission) of the following types of violations by students, as well as such other violations as may be specified in campus regulations:

- **102.17 Controlled Substances**: Unlawful manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of controlled substances, identified in federal and state law or regulations.
- **102.18 Alcohol:** Manufacture, distribution, dispensing, possession, use, or sale of, or the attempted manufacture, distribution, dispensing, or sale of alcohol that is unlawful or otherwise prohibited by, or not in compliance with, University policy or campus regulations.

In addition to any penalties resulting from violating local, state, and/or federal laws, any student who violates University policy is subject to disciplinary action, including sanctions as outlined in the UCR *Standards of Conduct*. Disciplinary actions range from warning/censure and disciplinary probation, to loss of privileges (such as living on campus) and exclusion from activities, suspension, or dismissal from the University. In most cases, Student Conduct & Academic Integrity Programs (SCAIP) will assign developmental and educational interventions. These include participation in educational workshops and/or online educational programs such as *Judicial Educator*, *e-CHUG*, and *e-TOKE*.

More information about system-wide student conduct policies can be found in UC Policies Applying to Campus Activities, Organizations and Students (PACAOS)-*100.00 Policy on Student Conduct and Discipline*. UCR *Standards of Conduct* can be found in the SCAIP website: https://conduct.ucr.edu/policies/standards-of-conduct.

Alcohol and Drug Laws and Sanctions

There are numerous federal, state, and local statutes and ordinances relating to the manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol. These statutes impose legal sanctions for both felony and misdemeanor convictions related to violations of applicable laws and ordinances. This is not intended to be a comprehensive list of all applicable laws. Moreover, laws may change over time. Individuals are expected to be aware of current federal, state, and local laws.

California Laws Governing Alcohol:

California law prohibits furnishing and selling alcoholic beverages to underage (younger than 21) or obviously intoxicated individuals. Underage persons may not buy alcoholic beverages or possess them on campus, in public, or in places open to public view; the penalties for violations of these laws may include substantial fines and jail. Sale or possession for sale of controlled substances is a felony with terms of three (3) years or more; manufacture results in terms of three (3) years or more; possession alone is punishable by up to four (4) years in prison.

Federal Laws Governing Controlled Substances:

Under Federal law, it is a felony offense to sell or intend to sell, manufacture, or distribute Drug Enforcement Administration (DEA) scheduled drugs or mixtures containing them (e.g., cocaine, methamphetamines, heroin, Ecstasy, GHB, Ketamine, LSD, PCP and "designer drugs", as well as counterfeits purported to be such drugs), or to traffic in marijuana. Depending upon the quantity of drugs involved, penalties for first offenses range from five (5) years to life (20 years to life if death or serious injury is involved) and fines up to $10 million or more, and for second offenses from 10 years to life (life if death or serious injury involved) and fines up to $20 million.

UC Guidance on Use and Possession of Marijuana on UC Property:

The University of California prohibits the use, possession and sale of marijuana in any form on all university property, including university-owned and leased buildings, housing and parking lots. Marijuana is also not permitted at university events or while conducting university business.

On November 8, 2016, California voters passed Proposition 64 legalizing the use of recreational marijuana among people over the age of 21. It is important to understand that Prop. 64 does not change UC policy; marijuana remains prohibited on all university property and at all university events, except for approved academic research.

Academic research involving marijuana may be conducted at the university to the extent authorized under both federal and state law; such research must be conducted in compliance with all applicable regulations and policies, including but not limited to federal registration and licensing requirements administered by the U.S. Drug Enforcement Agency and applicable to research use of controlled substances.

Notwithstanding Proposition 64, using, distributing and possessing marijuana remains illegal under federal law. The federal Controlled Substances Act criminalizes possession and distribution of controlled substances, including marijuana, with a limited exception for certain federally approved research, The *Drug Free Schools and Communities Act* and the *Drug Free Workplace Act* require that UC, as a recipient of federal funding, establish policies that prohibit marijuana use, possession and distribution on campus and in the workplace.

Violating the university's policies may be grounds for discipline or corrective action, which may include required participation in a treatment program, with a maximum penalty of dismissal.

Associated Health Risks

Substance abuse may result in a wide spectrum of extremely serious health and behavioral problems. Substance abuse results in both short- and long-term effects upon the body and mind. There are specific health risks related to alcohol and drug use, and there are general health risks related to impairment and addiction. Alcohol and drugs are toxic to the body's systems. In addition to the problem of toxicity, contaminant poisonings often occur with illegal drug use. HIV (AIDS) infection associated with intravenous drug use is a prevalent hazard.

Acute health problems may include heart attack, strokes, and sudden death—which, in the case of some drugs such as cocaine, can occur after first-time use. Long-lasting health effects of drugs and alcohol may include disruption of normal heart rhythm, high blood pressure, leaks of blood vessels in the brain, bleeding and destruction of brain cells and permanent memory loss, infertility, impotency, immune system impairment, kidney failure, cirrhosis of the liver and pulmonary damage. Drug use during pregnancy may result in fetal damage and birth defects causing hyperactivity, neurological abnormalities, and developmental difficulties.

Alcohol, Tobacco, and Other Drug Prevention Programs

UCR recognizes that substance abuse is treatable and offers a variety of confidential programs and resources to assist those with substance abuse problems. Information disclosed by a student or employee will be considered confidential, in accordance with federal and state laws and University policies. These programs include:

- **Faculty & Staff Assistance Program (FSAP)**: FSAP is designed to offer confidential counseling, referral and other needed services to staff, faculty, and their family members with personal concerns. FSAP offers assistance with a wide range of issues, including alcohol and drug abuse, at no charge.
- **Counseling and Psychological Services (CAPS):** CAPS offers students walk-in service for consultations, same-day appointments for crisis situations, and access to counselors 24 hours a day by calling (951) UCR-TALK.
- **Golden ARCHES (Advocating Responsible Choices through Health Education and Support):** Golden ARCHES is a peer health education group at UC Riverside, focused on the topics of alcohol and other drugs, safe partying, sexual health, and nutrition & fitness. Golden ARCHES believes in providing UC Riverside's students with accurate and honest health information, skills, and resources, so students can make informed decisions that enhance their personal health and well-being.
- **Online Modules**

- **Online Substance Use Assessments-eCHUG and eTOKE: Offered by The Well,** these assessments are fast, informative and, most importantly, completely confidential. Students and staff are always available to help answer questions, interpret test results, and suggest ways for you to start developing healthier habits.
- **Alcohol EDU:** As part of the University's alcohol prevention program, all incoming students are required to complete this confidential, online alcohol education course. The course uses science-based research to educate students about alcohol and its effects.

The Well provides the University community with a variety Alcohol, Tobacco, and Other Drug resources, both on- and off-campus. More information about these programs can be found at http://well.ucr.edu/selfhelp/findhelp.html. Additional information regarding prevention programs is published in UCR's *Drug-Free Schools and Campuses Regulations Biennial Review*, available on UCR's website.

UC Riverside's Response to Domestic Violence, Dating Violence, Sexual Assault, and Stalking

The University of California is committed to creating and maintaining a community where all individuals who participate in University programs and activities can work and learn together in an atmosphere free of harassment, exploitation, or intimidation. The University prohibits sexual harassment and sexual violence and will respond promptly and effectively to all reports. The University will take appropriate action to prevent, to correct, and when necessary, discipline behavior that violates the *University of California Policy on Sexual Violence and Sexual Harassment* (SVSH).

Sexual Violence and Sexual Harassment Policy Definitions

As defined by the Violence Against Women Act:

- A **sexual assault** is any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, as well as incest or statutory rape.
- **Domestic violence** includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim. **Dating violence** means violence committed by a person who is or has been in a romantic or intimate relationship with the victim.
- **Stalking** is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.

As defined by the University of California *Policy on Sexual Violence and Sexual Harassment* (consistent with *Education Code Section 67386*):

A. Consent

Consent is *affirmative, conscious, voluntary, and revocable*. Consent to sexual activity requires of both persons an affirmative, conscious, and voluntary agreement to engage in sexual activity. It is the responsibility of each person to ensure they have the affirmative consent of the other to engage in the sexual activity. Lack of protest, lack of resistance, or silence, do not alone constitute consent.

Affirmative consent must be ongoing and can be revoked at any time during sexual activity. The existence of a dating relationship or past sexual relations between the persons involved should never by itself be assumed to be an indicator of consent (nor will subsequent sexual relations or dating relationship alone suffice as evidence of consent to prior conduct).

The Respondent's belief that the Complainant consented shall not provide a valid excuse where:
1. The Respondent's belief arose from the Respondent's own intoxication or recklessness;
2. The Respondent did not take reasonable steps, in the circumstances known to the Respondent at the time, to ascertain whether the Complainant affirmatively consented; or
3. The Respondent knew or a reasonable person should have known that the Complainant was unable to consent because the Complainant was incapacitated, in that the Complainant was:

a. asleep or unconscious;

b. due to the influence of drugs, alcohol, or medication, unable to understand the fact, nature, or extent of the sexual activity; or

c. unable to communicate due to a mental or physical condition.

B. Prohibited Conduct

    1. Sexual Violence:

        a. **Sexual Assault-Penetration:** Without the consent of the Complainant, penetration, no matter how slight, of the vagina, anus, or mouth by a penis; or the vagina or anus by any body part or object.

        b. **Sexual Assault-Contact:** Without the consent of the Complainant, touching an intimate body part (genitals, anus, groin, breast, or buttocks) (i) unclothed or (ii) clothed.

        Note: Sexual Assault—Penetration and Sexual Assault—Contact are aggravated when it includes the following:

- Overcoming the will of Complainant by:
  - *force* (the use of physical force or inducing reasonable fear of immediate or future bodily injury);
  - *violence* (the use of physical force to cause harm or injury);
  - *menace* (a threat, statement, or act showing intent to injure);
  - *duress* (a direct or implied threat of force, violence, danger, hardship, or retribution that is enough to cause a reasonable person of ordinary sensitivity, taking into account all circumstances including age and relationship, to do or submit to something that they would not otherwise do).
  - deliberately causing a person to be incapacitated (through drugs or alcohol);
- Intentionally taking advantage of the other person's incapacitation (including voluntary intoxication).
- Recording, photographing, transmitting, or distributing intimate or sexual images without the prior knowledge and consent of the parties involved.

        c. **Relationship Violence:**

            i. **Dating Violence:** Conduct by a person who is or has been in a romantic or intimate relationship with the Complainant that intentionally, or recklessly, causes bodily injury to the Complainant or places the Complainant in reasonable fear of serious bodily injury. The nature of the relationship between the Complainant and Respondent is determined by the length, type, and frequency of interaction between them.

            ii. **Domestic Violence:** Conduct by a current or former spouse or intimate partner of the Complainant; or a person with whom the Complainant shares a child in common, that intentionally, or recklessly, causes bodily injury to the Complainant or another, or places the Complainant or another in reasonable fear of serious bodily injury.

        d. **Stalking:** Repeated conduct directed at a Complainant (e.g., following, monitoring, observing, surveilling, threatening, communicating or interfering with property), of a sexual or romantic nature or motivation, that would cause a reasonable person to

fear for their safety, or the safety of others, or to suffer substantial emotional distress. Stalking of a non-sexual nature is addressed by other University policies including but not limited to [the Policy on Student Conduct and Discipline Section 102.10](#).

2. **Sexual Harassment:**
   a. *Sexual Harassment* is unwelcome sexual advances, unwelcome requests for sexual favors, and other unwelcome verbal, nonverbal or physical conduct of a sexual nature when:
      i. *Quid Pro Quo*: a person's submission to such conduct is implicitly or explicitly made the basis for employment decisions, academic evaluation, grades or advancement, or other decisions affecting participation in a University program; or
      ii. *Hostile Environment*: such conduct is sufficiently severe or pervasive that it unreasonably denies, adversely limits, or interferes with a person's participation in or benefit from the education, employment or other programs and services of the University and creates an environment that a reasonable person would find to be intimidating or offensive.
   b. Consideration is given to the totality of the circumstances in which the conduct occurred. Sexual harassment may include incidents:
      i. between any members of the University community, including faculty and other academic appointees, staff, student employees, students, coaches, residents, interns, and non-student or non-employee participants in University programs (e.g., vendors, contractors, visitors, and patients);
      ii. in hierarchical relationships and between peers; and
      iii. between individuals of any gender or gender identity

3. **Other Prohibited Behavior:**
   a. Invasions of sexual privacy;
      i. Without a person's consent, watching or enabling others to watch that person's nudity or sexual acts in a place where that person has a reasonable expectation of privacy;
      ii. Without a person's consent, making photographs (including videos) or audio recordings, or posing, transmitting or distributing such recorded material depicting that person's nudity or sexual acts in a place where that person has a reasonable expectation of privacy; or
      iii. Using depictions of nudity or sexual activity to extort something of value from a person.
   b. Sexual intercourse with a person under the age of 18;
   c. Exposing oneself in a public place for the purpose of sexual gratification; and
   d. Failing to comply with the terms of a No Contact Order, a suspension of any length, or any order of exclusion issued under the *SVSH Policy*.

C. **Retaliation**
Retaliation includes threats, intimidation, reprisals, and/or adverse employment or educational actions against a person based on their report of Prohibited Conduct or participating in an investigation, report, remedial, or disciplinary processes provided for in the *SVSH Policy*.

Reporting Sexual Violence, Stalking, and Sexual Harassment

If a student, employee, or third party has been the victim of an incident of sexual violence they should immediately report the incident to UCRPD at **(951) 827-5222** or by visiting 3500 Canyon Crest Drive. Students and employees may also report to the Title IX Office at **(951) 827-7070** located at 349 Skye Hall. Please file an online complaint at https://titleix.ucr.edu/reporting.html.

Any person may make a report, including anonymously, of prohibited conduct to the Title IX Office, or to any Responsible Employee, or to another appropriate office such as the Academic Personnel Office, Student Affairs, Office of the Provost, or to the Human Resources Office. The UCR Title IX Office is responsible for responding to reports of sexual harassment, sexual violence, and other prohibited behavior on behalf of the University.

The Title IX Office will take appropriate action to prevent, to correct, and when necessary, discipline behavior that violates law and/or the *SVSH Policy*. Full details about University reporting procedures are contained within the *UC SVSH Policy* and the companion *UCR SVSH Procedures*. Below are key points applicable to the student adjudication context:

A. UCR will consider any alleged victim of sexual violence or sexual harassment a "complainant" whether or not she or he makes a report or participates in the investigation and resolution process.

B. The university recognizes that some complainants do not wish to participate in an investigation, or do not want their name to be used as part of an investigation. UCR will strive to honor the stated wishes of the complainant concerning whether to move forward with an investigation. There may be circumstances, however, in which the University may need to move forward against the complainant's wishes, or in which the University may determine that an investigation will not occur despite the complainant's wish to pursue an investigation.

C. Throughout the resolution process, UCR will offer and provide support services for complainants through the CARE office, and for respondents through the Respondent Services Coordinator (Student Affairs Case Management).

D. UCR will also consider and take timely interim measures as appropriate to ensure the safety, well-being, and equal access to University programs and activities of its students. Interim measures include, but are not limited to, the following: no contact orders; housing assistance; academic support and accommodations; and counseling. UCR may place the respondent on an Interim Suspension as appropriate and consistent with section 105.08 of the *Policies Applying to Campus Activities, Organizations and Students (PACAOS)* (http://policy.ucop.edu/doc/2710530/PACAOS-100). For additional questions about interim measures, contact the CARE Advocate or the Title IX office.

E. At all stages of the process, the complainant and respondent have the right to an advisor and/or a support person of their choosing. UCR applies these definitions and rules:
   - An advisor (which may be legal counsel) may assist the complainant or respondent, however, individuals are expected to speak for themselves. The role of the advisor may be expanded as necessary at the discretion of the University.
   - A support person provides emotional support but does not take an active role in the process.
   - While there is no limit as to the number of advisors and support persons a party may have, only one advisor and one support person may attend any formal meeting,

including the meeting with the Title IX investigator, meeting with Student Conduct, and the formal appeal hearing.

F. Neither the complainant nor the respondent is required to participate in the resolution process. UCR will not draw any adverse inferences from a complainant's or respondent's decision not to participate or to remain silent during the process. An investigator, decision-maker, or Appeal Panel will reach findings and conclusions based on the information available, meaning that choosing not to participate can be a consequential decision. An investigator, decision-maker, or Appeal Panel may draw adverse inferences when a student selectively participates in the process, such as choosing to answer some but not all questions posed.

G. UCR's Case Management Team (CMT) will track all stages of the resolution process – from receipt of the report through the investigation and, if applicable, the UCR student discipline process.

H. All UCR officials involved in the resolution process will be trained to carry out their roles in an impartial manner in keeping with trauma-informed practices.

I. The standard of proof at all stages of the process is <u>preponderance of the evidence</u>.

J. **UCR will complete the process, including all appeals, within 120 business days from the date of Title IX's receipt of a report.** This deadline and all deadlines contained herein may be extended for good cause shown and with appropriate documentation. The complainant and respondent will be notified in writing of any extension. Non-participation (continuous or intermittent) by a respondent/complainant or unilateral requests for delay by one party ordinarily will not meet the "good cause" threshold for an extension. An extension request should be directed to the Title IX investigator prior to an appeal and within the hearing stage the request should be directed to the Hearing Coordinator.

In addition to filing an administrative complaint with the Title IX Office, individuals may also file a criminal complaint of sexual violence (sexual assault, dating and domestic violence and stalking) with UCRPD, or to the law enforcement agency in the jurisdiction where the incident occurred. The Title IX Office will provide assistance in reporting to law enforcement and such assistance can be arranged by contacting any of the resources listed in this notification. Even if a victim declines to report an incident to law enforcement, they are entitled to any and all available resources provided by UCR.

During the criminal investigation, victims may request a restraining order or similar lawful orders issued by the criminal or civil courts. Reporting parties are informed in writing of the importance of preserving evidence (even if they are unsure that they want to report the matter) to assist in proving that a criminal offense occurred or to obtain a protection order. The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam. Any clothing removed should be placed in a paper bag. Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented including through the preservation of photographic evidence. Evidence of stalking including any communication, such as written notes, voicemail, or other electronic communications should be saved and not altered in any way.

It is important to understand that while the administrative and criminal complaint processes are considered two separate investigations, they may run concurrently to each other. When this occurs, the Title IX Office will coordinate with law enforcement as needed.

In the event that a victim does not wish to pursue an administrative or criminal investigation, a complaint of sexual harassment or sexual violence may be resolved through implementation of interim protective measures or alternative resolution. These may include but not limited to the following:

- No Contact Orders (prohibits parties from any form of communication with one another including in person, phone, email, text, social media, etc.)
- Safety planning
- Academic assistance
- Housing relocation
- Change in work environment
- Counseling

Retaliation

Please be advised that the University **prohibits retaliation** in any form against any student, employee, or visitor participating in a University program or activity who reports sexual harassment or sexual violence, assists someone with a report of sexual harassment or sexual violence, or participates in any manner in an investigation or resolution of a sexual harassment or sexual violence report. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment or education. Allegations of retaliation should be promptly directed to the Title IX Office at (951) 827-7070, and constitutes a violation under the *SVSH Policy*.

Confidentiality

The University understands the amount of strength and courage it takes to come forward and report an incident of sexual harassment or sexual violence. While complete confidentiality is not possible, the Title IX Office will exercise discretion to the extent possible to protect a complainant's privacy while meeting the University's legal obligations. Because safety is our utmost concern, the University may not always be able to grant complete confidentiality in sexual harassment and sexual violence cases. The report will be shared with only those members of the campus community on a need to know basis, and complainants will be apprised of all actions taken. Please be advised that requests for confidentiality may limit the Title IX Office's ability to respond to a report. Reports to law enforcement may create public records (California Public Records Act (CPRA) Cal Code §§6250-6276.48).

UCRPD will not release names in the issuance of "Timely Warnings" or "Emergency Notifications," nor in the "Daily Crime Log" each of which are required by the Clery Act, and any accommodation or protective measure will be confidential unless it interferes with the measure's implementation.

Reporting at UCR Palm Desert Center

If a student, employee, or visitor has been the victim of an incident of sexual violence, or other prohibited conduct as defined under the *UC SVSH Policy*, they should immediately report the incident to the Administrative Office at **(760) 834-0592**. If there is an emergency and administrative staff cannot be reached, please contact the Palm Desert Police Department or Riverside County Sheriff by calling **911**. Online complaints may be filed at https://titleix.ucr.edu/reporting.html.

Explanation of Disciplinary Proceedings for Reported Incidents of Sexual Assault, Dating Violence, Domestic Violence, and Stalking

	Process	Offices Responsible	Available Sanctions	Anticipated Timelines
Undergraduate & Graduate Students	In all cases within the disciplinary proceeding, regardless of the location of the crime, the University will provide the complainant with the Survivor Support Handout that explains the various rights and options when reporting an incident of sexual harassment sexual assault, dating violence, domestic violence, and stalking. "Title IX Brochure". Wherever possible, the University will provide the complainant with access to medical care, emotional support, information regarding the confidential survivor advocate, and, when requested, any academic/ housing accommodations. The University will assess the immediate safety needs of complainant, including, for example, assisting with acquiring protective orders or other protective measures, including no contact orders. The University will provide information for reporting to UCRPD, or the local police department, when applicable and will assist complainant with contacting law enforcement, if the complainant requests. The Title IX Office, in consultation with relevant campus partners (e.g., CARE Advocate, Residential Life and Housing, Student Conduct and Academic Integrity Programs (SCAIP), Dean of Student, Vice Chancellor for Student Affairs, and UCRPD) will assess the need to implement interim or long-term protective measures, such as interim suspensions, exclusions from areas of campus, housing changes, change in class schedule, "No Contact" directive between both parties.	Title IX Office Student Conduct and Academic Integrity Programs (SCAIP) Dean of Students Vice Chancellor of Student Affairs Student Health Center UCRPD Campus Advocacy, Resources, and Education (CARE)	The following sanctions are available depending on the outcome of the investigation and/ or hearing process: No Sanction Notification Warning Probation Suspension Dismissal Educational sanctions such as completing workshops or attending counseling assessments may also be applied.	All "days" referred to in this timeline are "business days," defined as Monday – Friday, when the University is officially open for classes. The Title IX Office investigates complaints and makes findings as promptly as possible, and in most cases, within 50 business days. Extensions to this timeline can be made for good cause. If extensions are made, the parties will be notified. Upon completion of the investigation, SCAIP meets with students and issues outcome letter within 10 business days. Extensions to this timeline can be made for good cause. If extensions are made, the parties will be notified. The investigation and adjudication of the case will normally take 60 business days unless an extension has been granted for good cause. Either party may submit an appeal of the case outcome within 10 business days of the issuance of the case outcome letter. If the Appeals Hearing Panel determines that the appeal meets the grounds, a hearing will be

The Title IX Office will provide complainants and respondents a copy of the applicable UC Policy on Sexual Harassment and Sexual Violence that includes an outline of the administrative investigation procedures, as well as an outline of the subsequent adjudication process.

If an investigation is to be conducted, the Title IX Office and SCAIP will co-author and send a letter to both the complainant and the respondent notifying them of the investigation as well as charging the respondent with violating the Student Conduct Policy.

The Title IX Office will conduct a prompt, fair, and impartial investigation of the allegations. They will use a preponderance of evidence standard to make a recommendation to SCAIP regarding whether the UC Policy on Sexual Violence and Sexual Harassment as well as the Student Conduct Policy have been violated.

The Title IX Office and SCAIP will simultaneously notify the complainant and respondent of the outcome of the investigation, and allow them to review a redacted copy of the written investigation report.

SCAIP reviews the report and offers to meet with the complainant and the respondent to discuss potential sanctions.

After reviewing the investigation report and, if applicable, meeting with the parties, SCAIP will use the preponderance of evidence standard to render a decision regarding responsibility for violating the UC Policy on Sexual Violence and Sexual Harassment and the Student Conduct Policy. SCAIP will issue an outcome letter to both parties notifying them of the decision as well as applicable sanctions. This letter will also notify students of their appeal rights. | | | convened in order to resolve the issue brought forth on appeal. The non-appealing party may appeal the Appeals Hearing Panel's decision to the Chancellor's designee within 5 business days of the issuance of the appeal outcome letter.

The Chancellor's designee must communicate the final decision regarding the appeal within 10 business days after receipt of the appeal and related documents.

The entire appeal process will normally be completed within 60 business days. |

	The complainant and respondent have the ability to appeal SCAIP's decision to the Appeals Hearing Coordinator. If no one chooses to appeal the case, the case is closed.

If either party appeals the finding, the Appeals Hearing Panel will determine whether the appealing party met the grounds for appeal. If so, the Appeals Hearing Panel will convene a hearing in order to consider the appeal. The Appeals Hearing Panel has the ability to uphold, reject, or modify the findings and sanctions.

If the Appeals Hearing Panel modifies SCAIP's outcome in any way, the non-appealing party may submit a written appeal to the Chancellor's designee. The decision of the Chancellor's designee is final and the case will be resolved with the issuance of the designee's outcome letter.

From the initial filing of the complaint through any appeals, the University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation. | | | |
| **Staff and Faculty** | In all cases, regardless of the location of the crime, the University will provide the complainant with the Survivor Support Handout that explains the various rights and options when reporting an incident of sexual harassment, sexual assault, dating violence, domestic violence, and stalking. "Title IX Brochure". Wherever possible, the University will provide the complainant with access to medical care, emotional support, and any workplace accommodations, as necessary.

The Title IX Office and relevant campus offices (e.g., CARE Advocate, Human Resources-Employee and Labor Relations, Vice Provost for Administrative Resolution, supervisors, | The Title IX Office

Human Resources

Employee and Labor Relations

Vice Provost for Administrative Resolution

Riverside University Health Systems

UCRPD

Faculty and Staff Assistance Program | No discipline

Remedial education or training

Written Warning

Corrective salary decrease

Suspension

Demotion

Termination | The Title IX Office investigates allegations and makes findings as promptly as possible and in most cases, within 60 business days.
The review and discipline process follows timelines determined by applicable policies, labor agreements or Code of Conduct that cover the terms and conditions of the responding employee or faculty member. |

department chairs, and deans, and UCRPD) will assess immediate safety needs of complainant, including, for example, assisting with acquiring protective orders, no contact orders, or other interim measures.

Complainant will also be provided with contact information for local police department when applicable. UCRPD, a confidential CARE advocate, HR or Vice Provost of Administrative Resolution will assist the complainant with contacting local police if complainant requests.

The Title IX Office, in consultation with relevant campus partner offices (e.g., CARE Advocate, Human Resources-Employee and Labor Relations, Vice Provost for Administrative Resolution, supervisors, department chairs, and deans, and UCRPD) will assess the need to implement other interim measures, such as administrative leave, work reassignments, or "No Contact" directive between both parties.

The Title IX Office will provide all complainants and respondents a copy of the applicable UC Policy on Sexual Violence and Sexual Harassment that includes an outline of the administrative investigation process.

The Title IX Office will conduct a prompt, fair, and impartial investigation of the allegations to determine if the UC Policy on Sexual Harassment and Sexual Violence has been violated, using a preponderance of the evidence standard.

The Title IX Office will simultaneously notify the complainant and respondent of the outcome of the investigation, and allow them to review a redacted copy of the written investigation report.

The Title IX Office will forward that report to Human Resources and

Employee and Labor Relations, or Vice Provost for Administrative Resolution, for review under the appropriate disciplinary procedures for the responding employee, depending on the applicable personnel policy, labor agreement, or Code of Conduct. Disciplinary and/or remedial measures will be determined according to the process outlined.			

Campus Resources

UCR provides confidential campus resources to all students, including specifically to students who are survivors of SVSH, stalking and domestic/intimate partner violence. The CARE (Campus Advocacy Resources & Education) advocate provides confidential and privileged resources in sexual violence/assault cases. UCR also provides services and advice to those accused of violating the UC *SVSH Policy*. In addition, all students (including survivors, friends, witnesses, respondents, etc.) can seek confidential advice from the University Ombudsman and services from Counseling and Psychological Services.

A victim need not make a formal report to UCRPD or local law enforcement to access these resources. The offices depicted in the table below can provide confidential advice and/or counseling, and are obliged not to breach that confidentiality unless there is a threat of serious harm to the individual/others or a legal reporting obligation to an outside agency such as the suspected abuse of a minor or elder abuse.

For Survivors (Victims):	For Respondents Accused of SVSH:
CARE Advocate (951) 827-5669	Student Affairs Case Management HUB room 381, (951) 827-6095 http://sexualviolence.ucr.edu/accused
Confidential Resources for Students at UCR	
For *All* Students: University Ombudsman (951) 827-3213 http://ombudsperson.ucr.edu	For *All* Students: UCR Counseling and Psychological Services (CAPS) (951) UCR-TALK (24/7) http://counseling.ucr.edu

Resources for Faculty and Staff

In addition to UCRPD, CARE, and the Title IX Office, the Faculty and Staff Assistance Program (FSAP) is designed to offer confidential counseling, referral and other needed services to staff, faculty, and their family members with personal concerns. The Respondent Services Coordinator for Faculty/Staff is available at (951) 781-0510. Faculty and staff may also contact the UCR Human Resources Department at (951) 827-5080 for additional resources.

Off-Campus Resources

Riverside Police Department
(951) 354-2007

The Riverside Area Rape Crisis Center
Confidential Resource
1845 Chicago Ave., Suite A
24-hour phone: (951) 686-RAPE (7273)

Alternatives to Domestic Violence
Confidential Resource
(951) 683-0829

Riverside County Family Justice Center
(951) 955-6100

Campus Advocacy, Resources, & Education (CARE)

CARE is an intervention and prevention support program committed to ending sexual violence at UC Riverside. CARE seeks to unite, inspire and cultivate a community culture of care by providing direct advocacy, resources and prevention educational programming related to issues of sexual assault, relationship violence and stalking to students, staff, faculty and UCR affiliates.

Advocacy Services

CARE advocates are available to individuals wanting confidential help in sorting through emotions, resources and options. As UCR's certified sexual assault/domestic violence survivor advocates, CARE advocates operate within an empowerment model of support, aiming to provide those impacted by violence with on- and off-campus resources, and supporting whichever path the individual feels will be most helpful on their healing journey. CARE serves students, faculty, staff — as well as support individuals such as friends or colleagues — to meet with them in a safe and highly confidential space.

CARE advocates are here to listen, support and empower those impacted by sexual violence with the following services:

- Crisis intervention and safety planning
- Accompaniment to Title IX proceedings, police interviews, medical evidentiary exams, and court dates
- Assistance with police, campus, and non-investigative reporting options
- On-campus advocacy for academic and housing concerns
- Healing & ongoing support resources
- Referrals to campus and community resources

Advocacy Services	# of Individuals
Primary Clients	141
Disclosures & Response	93
Total	234

CARE provides services to primary clients (those who have directly experienced the violence), secondary clients (friends, family, roommates, or other people in the primary client's life), staff and faculty who support survivors, and other campus members in need of assistance. Encounters include any contact with a client and/or consult where support and/or case updates are provided via in-person appointments, phone, or email. We may connect with clients at tabling events, programs, Empowerment & Healing programs and or during response and accompaniments. Accompaniments range from 2-5 hours each and include: medical forensic exams, law enforcement reports, administrative proceedings, court proceedings.

In order to provide primary clients with the most holistic support, ongoing consultation and advocacy case management services are provided. Consultations may come from a variety of staff and faculty on campus who aimed to support the survivor. Advocacy case management occurs when a primary client chooses to report the incident to law enforcement or university administration. CARE attends weekly case management meetings on behalf of primary clients who have decided to go through a reporting process including meeting with partners such as the Title IX Office, UCRPD, Student Affairs Case Management, and Residential Life. CARE attended over 29 case management meetings.

Empowerment & Healing Support Programs

Healing from sexual & relationship violence can be a unique and empowering experience that can happen through different ways. The Empowerment & Healing Series at the UC Riverside CARE Office strives to create spaces where survivors who have experienced trauma can find support, connection, and community. After experiencing sexual & relationship violence many people may feel depressed, angry, anxious, or scared. They may experience self-blame and guilt, feelings of not being able to trust people and may experience flashbacks and nightmares among other social, physical, emotional and spiritual impacts. Some survivors may experience feelings of being alone, isolated, have difficulty concentrating or focusing in class/work and may not be able to sleep. CARE helps develop, co-sponsor and/or promote campus programs that can provides survivors opportunities to explore ways of healing, safety and support. These programs may provide a space to process, learn coping & resiliency skills in how to manage some of these feelings as well as connect survivors to a community across campus. Program include: trauma informed yoga, healing through R' Garden, art/writing as healing, self-defense and group therapies. Programs are confidential and open to survivors of all genders and identities.

2017-18 Program Highlights
- 32 Trauma-Informed yoga programs
- 16 Healing through Art/Writing/Poetry Sessions
- 3 Healing through R'Garden programs
- 2 Group therapies for survivors of sexual violence
- 2 Empowerment-based Self-Defense programs

Events/Programs

CARE collaborates with a variety of campus departments & organizations to coordinate social norming campaigns and programming that creates spaces for students, staff and faculty to learn and explore conversations around sexual violence prevention. This includes programs like It's On Us (bystander intervention), Sexual Assault Awareness Month (SAAM), Domestic Violence Awareness Month and more.

Trainings

A critical aspect of CARE's work is to provide comprehensive training to staff, faculty, and student leaders who may often be the first point of contact for victims/survivors of violence. Identifying distressed students, understanding reporting options, educating on trauma-informed cultures, and expediting the referral process to CARE are all topics covered in training.

Outreach & Tabling

Through various campus initiatives, CARE often uses tabling and outreach opportunities as a first way of reaching out to members of our campus community. CARE believes in interactive outreach activities and that presence at events can provide campus community members with at least one educational message. Some of our largest tabling events include the Student Athlete Health Fair, Orientation Expo Fairs, and smaller engagement opportunities such as the Graduate Student Coffee Hours.

2017-18 Prevention & Outreach Highlights

- Mandatory primary prevention and awareness training education during orientation was provided through 48 trainings reaching over 7,958 participants including undergraduate & graduate students, staff, and faculty
- On-going educational programs totaled 73 programs reaching over 2,874 participants
- CARE outreached at various events throughout the year, including 37 programs and over 2,495 participants
- Implemented 6 campus-wide prevention social norming campaigns focusing on healthy relationships, bystander intervention, and consent.

Educational Programs and Campaigns

To help prevent sexual violence, including dating and domestic violence, sexual assault, and stalking, all members of the UC community—students, staff, faculty and other academic appointees—are required to receive sexual violence prevention, awareness, and intervention training and education regularly.

UC's system-wide curriculum, tailored to each audience, educates our community about sexual violence, how to prevent it, the role of intervention, and what local resources are available.

Key concepts covered in UC's system-wide curriculum for every audience are:

- Definitions of different forms of sexual violence, including definitions of "dating violence," "domestic violence," "sexual assault," and "stalking" as defined in California law
- Social norms, including the attitudes and beliefs that can normalize violence
- Bystander intervention
- Responding to sexual violence using methods that acknowledge the impact of violence and trauma on survivor's lives
- Local resources, including confidential support for survivors of sexual violence and appropriate services for those accused of sexual violence
- Rights and options about reporting sexual violence.

Educational Programs for Students

All new incoming undergraduate and graduate students are required to participate in a primary awareness and education training program at their campus within the first six weeks of class. All continuing students are required to take ongoing education and training annually. Topics include:

definitions, affirmative consent reporting options, healing support, risk reduction strategies, bystander intervention techniques, and accessing resources. This mandatory training is supplemented with other education and awareness programming provided by CARE (described above under "Campus Advocacy, Resources and Education" and in this section) and the Title IX Office.

Educational Programs for Employees

Under the UC *Policy on Sexual Violence and Sexual Harassment*, any UC employee who is not identified as a confidential resource is a "Responsible Employee" required to report sexual violence (including sexual assault, dating and domestic violence, and stalking), sexual harassment or other conduct prohibited by the policy to the Title IX officer or designee. Resident Advisors, teaching assistants, and all other student employees are Responsible Employees when, while they're working, they learn that a student may have experienced sexual violence or sexual harassment.

To ensure that employees are prepared to fulfil their reporting obligations, faculty and supervisors are required to complete two hours of sexual harassment prevention training every two years. Other employees are also required to complete sexual violence prevention training within the first six weeks of hire.

Topics Covered:

- Awareness and prevention of domestic violence, dating violence, sexual assault, and stalking
- Safe bystander intervention
- Information on reporting an offense
- Additional resources.

In addition, there is a 30-minute online course titled "Violence Against Women Act (VAWA) UC System-wide Training" available through the UCR Learning Center. This narrated online course promotes the awareness and prevention of domestic violence, dating violence, sexual assault, stalking, and consent to University of California incoming students and new employees, which includes faculty, academics, and staff, in accordance with UC Policy. The course also provides options for safe bystander intervention, information on reporting an offense, and other resources.

Additionally, the Title IX Office provides targeted in-person trainings including:

- Educational programs for UCR employees involved in investigation and adjudication processes and campus leadership. These trainings generally focus on the University of California's *SVSH Policy* and other topics relevant to the audience such as trauma-informed investigations or how to conduct hearings.
- Tailored trainings for faculty, supervisors, and staff (including academic personnel who are not supervisors) with tailored training on their responsibilities to report sexual violence, as well as how to support students affected by sexual violence. Topics Covered:
  - Learn about Prohibited Conduct under the *UC SVSH Policy*
  - Learn about the Responsible Employee's role in the Title IX process
  - Learn about Title IX reporting requirements
  - Learn how to provide a complainant resources and support.

Sex Offender Registration-Campus Sex Crimes Prevention Act

Megan's Law

California law requires sex offenders who are employed, volunteer, are a resident of, or enrolled as a student at an institution of higher education, to register with the campus police. If you would like information concerning registered sex offenders in California, check the Megan's law web site at http://www.meganslaw.ca.gov. You can search the database by a sex offender's specific name, or geographically by entering the ZIP Code, or city/county to obtain information on registrants residing in a specific area.

Annual Disclosure of Crime Statistics

This section of the report discloses crime statistics for UCR's Clery Act geography for the past three years. The crimes for which data is collected and published in this report are referred to as "Clery Crimes."

Clery Crime Definitions

To better understand what the statistics represent, a definition of terms follows. Definitions were taken from the *Handbook for Campus Safety and Security Reporting* (Department of Education, 2016). Please note that these definitions are not identical to definitions used in California law or definitions used in UCR policies.

Criminal Offenses

- **Criminal Homicide**
  - **Murder and Non-Negligent Manslaughter:** the willful (non-negligent) killing of one human being by another.
  - **Manslaughter by Negligence:** the killing of another person through gross negligence.
- **Sexual Assault (Sex Offenses)-**Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.
  - *Rape*-the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
  - *Fondling*- 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 of his/her temporary or permanent mental incapacity.
  - *Incest*- sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - *Statutory Rape*- sexual intercourse with a person who is under the statutory age of consent.
- **Robbery:** the taking or attempting to take anything from value of 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.
- **Aggravated Assault:** an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- **Burglary:** the unlawful entry of a structure to commit a felony or a theft. An incident must meet three conditions to be classified as a Burglary:
  - There must be evidence of unlawful entry (trespass). This means that the person did not have the right to be in the structure at the time the incident occurred.
  - The unlawful entry must occur within a *structure*, which is defined as having four walls, a roof, and a door.
  - The structure was unlawfully entered to commit a felony or a theft.
- **Motor Vehicle Theft:** the theft or attempted theft of a motor vehicle.

- **Arson:** 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 of another, etc.

Hate Crimes

A *hate crime* is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. *Bias* is a preformed negative opinion or attitude toward a group of persons based on their race, gender/gender identity, religion, disability, sexual orientation or ethnicity/national origin.

- **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.
- **Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.
- **Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
- **Gender:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
- **Gender Identity**: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
- **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
- **National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
- **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Hate crimes include all the crimes listed above if there is evidence that a victim was chosen based on a category of bias. The following crimes are also included:

- **Larceny-Theft:** the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the Uniform Crime Reporting)
  - *Constructive possession* is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.
- **Simple Assault**: an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury

involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

- **Intimidation:** to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism of Property:** to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Violence against Women Act (VAWA) Crimes

- **Dating Violence:** violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to:
  o Sexual or physical abuse or the threat of such abuse.
  o Dating violence does not include acts covered under the definition of domestic violence.
- **Domestic Violence:** a felony or misdemeanor crime of violence committed by
  o A current or former spouse or intimate partner of the victim;
  o A person with whom the victim shares a child in common;
  o A person who is cohabiting with, or has cohabited with, the victim as a spouse or intimate partner;
  o 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;
  o 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.
- **Stalking:** engaging in a course of conduct directed at a specific person that would cause a reasonable person to
  o Fear for the person's safety or the safety of others; or
  o Suffer substantial emotional distress.

  For the purpose of this definition, *course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

Clery Act Geography

The Clery Act requires colleges and universities to disclose the aforementioned crime statistics based on specific geographic parameters. Statistics must be disclosed for the following areas (Department of Education, 2016):

- **On-campus** 34 CFR 668.46(a):
  - 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
  - Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, 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 other retail vendor).
- **On-campus Student Housing** 34 CFR 668.41(a):
  - Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.
- **Public Property** 34 CFR 668.46(a):
  - All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.
- **Non-campus** 34 CFR 668.46(a):
  - Any building or property owned or controlled by a student organization that is officially recognized by the institution; or Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

For specific information regarding UC Riverside Clery Geographic Areas, please contact the Clery Act Compliance Coordinator.

Crime Statistics-UCR Main Campus

2017 Statistics				
	OC	RF	NC	PP
Criminal Homicide				
Murder & Non-Negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Sex Offenses				
Rape	1	9	0	0
Fondling	3	5	0	1
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	6	0	0	1
Aggravated Assault	0	1	0	0
Burglary	12	23	2	0
Motor Vehicle Theft	8	0	2	0
Arson	0	2	0	0
Weapons Law Violations				
Arrest	2	0	0	1
Disciplinary Referral	0	3	0	0
Drug Law Violations				
Arrest	18	19	1	18
Disciplinary Referral	1	21	0	0
Liquor Law Violations				
Arrest	0	0	0	0
Disciplinary Referral	1	59	0	0
VAWA Amendment Offenses				
Dating Violence	0	7	0	0
Domestic Violence	0	2	0	0
Stalking	2	4	0	0
Unfounded Crimes	1			

OC=On Campus (Non-Residential)   RF=Residential Facility

NC=Non-Campus Building or Property   PP=Adjacent Public Property

- **Hate Crime Reporting**
  - 1 on-campus intimidation incident characterized by race-based bias.
  - 1 public property simple assault incident characterized by race-based bias.

2016 Statistics				
	OC	RF	NC	PP
Criminal Homicide				
Murder & Non-Negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Sex Offenses				
*Rape	0	7	0	0
Fondling	3	4	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	6	0	1	1
Aggravated Assault	0	1	0	0
Burglary	10	19	1	0
****Motor Vehicle Theft**	19	0	1	0
Arson	0	1	0	0
Weapons Law Violations				
Arrest	0	0	0	0
Disciplinary Referral	0	3	0	0
Drug Law Violations				
Arrest	23	6	0	16
Disciplinary Referral	0	1	0	0
Liquor Law Violations				
Arrest	0	0	0	0
Disciplinary Referral	0	10	0	0
VAWA Amendment Offenses				
Dating Violence	0	3	0	0
Domestic Violence	2	5	0	0
Stalking	2	4	0	0
Unfounded Crimes	3			

OC=On Campus (Non-Residential) RF=Residential Facility
NC=Non-Campus Building or Property PP=Adjacent Public Property

*Previous statistics were amended and updated to include 2016 incidents reported in 2017
**Previous statistics were amended and updated to fit Clery Act criteria. Parking garages near student housing facilities must be attached to building to be categorized as a Residential Facility motor vehicle theft.*

- **Hate Crime Reporting**
  - 1 on-campus larceny-theft incident characterized by religion-based bias.

2015 Statistics				
	OC	RF	NC	PP
Criminal Homicide				
Murder & Non-Negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Sex Offenses				
*Rape	0	2	0	0
Fondling	1	1	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	3	1	1	3
Aggravated Assault	0	1	1	0
Burglary	12	16	1	0
Motor Vehicle Theft	13	0	7	0
Arson	0	0	0	0
Weapons Law Violations				
Arrest	0	2	0	0
Disciplinary Referral	0	3	0	0
Drug Law Violations				
Arrest	11	6	4	0
Disciplinary Referral	5	3	0	0
Liquor Law Violations				
Arrest	0	0	0	0
Disciplinary Referral	1	81	0	0
VAWA Amendment Offenses				
Dating Violence	1	3	0	0
Domestic Violence	1	5	1	0
Stalking	3	7	0	0
Unfounded Crimes	1			

OC=On Campus (Non-Residential)   RF=Residential Facility
NC=Non-Campus Building or Property   PP=Adjacent Public Property

Previous violations under California Code 15662 B&P, which defines minor in possession of alcohol in public. Starting 2015, simple possession by minors will be counted, as defined by 11999 Health & Safety Code.

Previous statistics were amended and updated to include 2015 incidents reported in 2017

- **Hate Crime Reporting**
  - 1 on-campus student housing vandalism incident characterized by religion-based bias.

Crime Statistics-UCR Palm Desert Center

	2017 Statistics	
	OC	PP
Criminal Homicide		
Murder & Non-Negligent Manslaughter	0	0
Manslaughter by Negligence	0	0
Sex Offenses		
Rape	0	0
Fondling	0	0
Incest	0	0
Statutory Rape	0	0
Robbery	0	1
Aggravated Assault	0	0
Burglary	0	0
Motor Vehicle Theft	0	0
Arson	0	0
Weapons Law Violations		
Arrest	0	0
Disciplinary Referral	0	0
Drug Law Violations		
Arrest	0	0
Disciplinary Referral	0	0
Liquor Law Violations		
Arrest	0	0
Disciplinary Referral	0	0
VAWA Amendment Offenses		
Dating Violence	0	0
Domestic Violence	0	0
Stalking	0	0
Unfounded Crimes	0	

OC=On Campus (Non-Residential)   PP=Adjacent Public Property

Prior to 2017 crime statistics for the UCR Palm Desert Center were included with the UCR main campus. Starting with the 2018 Annual Security and Fire Safety Report, UCR Palm Desert Center is listed as a separate campus.

- **Hate Crime Reporting**
  - 0 incidents during the 2017 calendar year

UC Riverside Annual Fire Safety Report

The *Higher Education Act,* enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an Annual Fire Safety Report that contains information about campus fire safety practices and standards of the institution. The following Report details all information required by this Act for the University of California, Riverside.

The UCR Campus Fire Prevention and Life Safety program is intended to ensure responsible and consistent protection for persons and property in, on, and exposed to UCR administered properties in conformance with California statues, regulations and University policy. The program addresses emergency incident response, fire, panic, explosion, and disaster preparedness.

Fire prevention utilizes adherence to established safety procedures and controls to limit the potential for emergencies. Fire protection incorporates features and procedures to limit the effects of fires and explosions. Fire safety is a primary responsibility of all faculty, staff, and students. When a fire does occur, each individual should be capable of effectively responding to a fire emergency.

Established fire safety standards and procedures shall be adopted by the University and include construction, fire investigation, exiting, occupant loads, fire drills, flammable and combustible materials, and special events. For more details, refer to the Fire Prevention and Life Safety policy/procedures found at http://fboapps.ucr.edu/policies.

Note: The UC Riverside Palm Desert Center does not have its own student housing facilities and is therefore not required to disclose fire statistics under Clery.

Fire Safety Definitions

Definitions were taken from the *Handbook for Campus Safety and Security Reporting* (Department of Education, 2016). Please note that these definitions are not identical to definitions used in California law or definitions used in UCR policies.

- **Cause of Fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.
- **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; or dies within one year of injuries sustained as a result of the fire.

- **Fire Safety System:** Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This system may include sprinkler systems or other fire extinguishing systems, fire detection devices, standalone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.
- **On-Campus Student Housing:** A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus.
  - **UC Fire Marshal's Definition:** The HEOA applies to all residential facilities owned or controlled by an institution within the same reasonably contiguous geographic area including privately operated residential housing, provided the building is owned by the University or on the main campus. If the residential housing facility is privately operated, not owned by the University and not located on the main campus then the facility is not included in this report. If the residential housing facility is privately operated, not owned by the University but located on the land owned by the Regents of the University of California, then the facility is included.
- **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. This estimate should include contents damaged by fire, and related damages caused by smoke, water and overhaul; however, it does not include direct loss, such as business interruption.

Reporting a Fire

All active fires are to be reported to campus police using 911 for emergencies, 951-827-5222 for non-emergencies. UC Riverside Police Department dispatchers are available 24/7 to accept any calls regarding fires on campus. Additional notifications can be made during business hours to the Office of the Campus Fire Marshal in the Environmental Health & Safety Department on campus at 951-827-6309. Residents are reminded to report any past smoke or fire condition to appropriate Residential Life and Housing staff for documentation and investigation.

While students and employees may report fires to any designated Campus Security Authority, the table below contains contact information for University organizations/officials to whom it is preferred for fires to be reported.

Office	Campus Address	Phone Number	Website
UC Riverside Police Department	3500 Canyon Crest Drive	(951) 827-5222 **Emergency**: 911	police.ucr.edu
Fire and Life Safety Mon.-Fri.; 8:00 AM-5:00 PM	395 W. Linden Street	(951) 827-5528	ehs.ucr.edu/fire/
Residential Life & Housing Services	Resident Services Offices; 3595 Canyon Crest Drive	Various; (951) 827-6350	housing.ucr.edu
Palm Desert Center	Administrative Office 75080 Frank Sinatra Drive, Palm Desert, CA 92211	(760) 834-0592	palmdesert.ucr.edu

Fire Log

UCRPD maintains a daily crime log and a fire log that contains specified information about any and all crimes or fires (must have an actual flame to appear on this daily fire log) that occur within the patrol jurisdiction of, and are reported to, the UCRPD. There is also a daily log provided by the Riverside Police Department of crimes that occurred within the UNET boundary. The daily crime log and fire log can be viewed at UCRPD (3500 Canyon Crest Drive, Riverside, CA, 92521). Certain information may be withheld from the crime log under specified circumstances, primarily information that would jeopardize the success of an investigation or the safety of a person involved in the investigation. UCRPD makes the crime log and the fire log for the most recent 60-day period open to public inspection during normal business hours, while crime logs and fire logs containing material more than 60 days old are retained for seven years for public inspection upon two days' notice.

The Campus Fire Marshal maintains a fire log with information from the UCRPD Records Office, as well as all fire alarms and incident and response data based on the previously mentioned definitions. The Daily Fire Logs contain the following information:

- Date and Time the fire was reported
- Nature of the Fire
- General Location of the Fire

The Campus Fire Marshal fire log may be accessed Monday through Friday during business hours at the Environmental Health and Safety building (395 W. Linden St.), or by emailing Xavier Martinez, Deputy Fire Marshal, at xavier.martinez@ucr.edu.

Fire Drills and Evacuation Exercises

Unannounced evacuation (fire) drills are conducted, as required by the California Fire Code, by the Campus Fire Marshal and UC Riverside's Environmental Health & Safety department for all on-campus student housing facilities. Additional evacuation drills are also conducted each year for federally funded campus facilities.

During these exercises, participants are trained on the locations of emergency exits, general evacuation paths for their building, and their Emergency Assembly Areas. For longer-term evacuations, additional designated evacuation areas may be identified based on time of day, location of the building being evacuated, the availability of various locations on campus, and other factors such as the location and nature of the threat. When a building is evacuated, UC Riverside police officers and building staff on the scene will communicate information regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants, students, faculty, and staff for an organized evacuation in the case of a fire or other emergency. In addition to educating the occupants of each building about the evacuation procedures during the drill, the process also provides UC Riverside an opportunity to test the operation of fire alarm systems. Evacuation procedures are maintained online at http://ehs.ucr.edu/emergency/procedures, and shared through training courses with the campus community. These procedures were created with the goal of answering the question of what to do. Additionally, training courses describe the evacuation procedures, Emergency Assembly Areas, and actions to take after a significant emergency or dangerous situation.

Evacuation Procedures

Campus Fire Response Procedures
- Pull nearest fire alarm.
- Report incident:
    - Campus Police Dispatcher: 9-911 (Campus phone)
      911 (Non-campus phone)
- If the fire is small and a clear exit is available, use a fire extinguisher. If the fire spreads, evacuate and close doors as you leave.
- Upon hearing a fire alarm, evacuate the premises unless you have an assigned fire response duty.
- When smoke is present, keep low or crawl to avoid smoke inhalation.
- Gather in a group with other occupants outside the building until fire officials authorize reentry

Emergency Assembly Areas for all facilities, including residential facilities, can be found at http://campusmap.ucr.edu/emergency/.

Policies on Portable Electrical Appliances, Smoking, and Open Flames

Residential Student Conduct Policies, 2.15 Fire Hazards/Flammables
- **2.15.1 Appliances:** Open element appliances such as, but not limited to, hot plates, indoor grills, immersion heating coils, toasters, toaster ovens, soldering irons, and heat guns are prohibited in Campus Apartment bedrooms and all Residence Hall spaces with the exception of kitchens and specific kitchen-less suite apartments in Bannockburn Village (i.e. Loft Suites, Scot Suites). Space heaters, other than those issued by the university, are prohibited within all residential units. Torchiere halogen lights are not permitted in UCR Housing facilities. Connecting multiple extension cords together or overloading existing circuits is prohibited.
- **2.15.2 Flammable Materials:** Possession, storage, or use of flammable substances including gasoline, propane, butane, kerosene, food warming fuels, candles (except with clipped or removed wicks), combustible chemicals, or any item designed to utilize an open flame or where designed use requires burning is prohibited within UCR Housing facilities or on their adjacent properties. Residents in Campus Apartments may appropriately, dependent on the facility, store materials related to using barbecue facilities. For questions, concerns, or clarification, please see a UCR Residential Life staff member.

Smoke/Tobacco-Free Environment Policy Statement
UC Riverside, effective January 2, 2014, prohibits smoking and the use of tobacco products at all University Controlled Properties. Smoking, the use of smokeless tobacco products, e-cigarettes, and unregulated nicotine products are strictly prohibited.

This smoke/tobacco-free policy and associated procedures apply to all University Controlled Properties, regardless of location, including but not limited to all University land, buildings, and parking lots, as well as all private residential space owned or leased as University Controlled Properties. For property acquired or received by gift or bequest after the effective date of this policy, the provisions of this policy will apply (i) 30 days following the date of such acquisition or receipt, if the property is then unoccupied; or (ii) if the property is occupied at the time of acquisition or receipt, 30 days following the expiration of

such preexisting occupancy agreement. In addition, the sale and advertising of tobacco and tobacco-related products are prohibited at all University Controlled Properties except for advertising in newspapers, magazines, or other written materials sold, bought, or distributed on campus.

This policy applies to all members of the UC Riverside community including faculty, staff, students, alumni, volunteers, contractors, visitors, and anyone entering onto University Controlled Properties. It is applicable twenty-four (24) hours a day, seven (7) days a week. UC Riverside understands that the success of this policy depends on the thoughtfulness, consideration, and cooperation of smokers and non-smokers, alike.

For more information, see UCR Policy 850-65, Smoke/Tobacco-Free Environment.

Residential Student Conduct Policies, 1.23 Smoking, Nicotine, and Tobacco-Free Environment

The university prohibits smoking and the use of tobacco products in all interior, exterior, and parking areas of university-controlled properties. As such, smoking, the use of smokeless tobacco products (such as dip and chew), vaping, and the use of unregulated nicotine products (such as electronic cigarettes) are strictly prohibited. Additionally, Hookahs, bongs, glass pipes and similar smoking devices are not permitted within UCR Housing facilities or on their adjacent properties regardless of intended use.

For more information, visit http://housing.ucr.edu/assets/docs/pdf/studentconductpolicies-final.pdf.

Residential Student Conduct Policies, 1.09 Evacuation

All residents and guests are required to leave the building in a reasonable and timely manner whenever the fire alarm activates or when directed to do so by UCR staff or emergency personnel. Residents are expected to report to the designated assembly area and await further instruction and/or information. Residents are not permitted to re-enter an evacuated building until authorized by UCR staff or emergency personnel.

Fire Safety Education and Training Programs

The Campus Fire Marshal, Office of Emergency Management (OEM), and Environmental Health & Safety (EH&S) work together to facilitate fire safety education and training programs to the University community. On an annual basis, these departments provide training to Residential Life and Housing employees (student and professional staff). This includes education and training in Fire & Life Safety, electrical safety, fire extinguishers, emergency response and evacuations, and a smoking corridor exercise. For more information about this training program, please see the "Campus Security, Crime Prevention, and Safety Awareness Programs" section of this report.

At a minimum, All UCR employees are will be trained in fire safety, evacuation, and emergency procedures. For more information about this requirement, see *Campus Policy 425-24: Environmental Health & Safety-Office Responsibilities and Services*. Additionally, Fire & Life Safety components are included in the Safety Orientation course that is required of all faculty, staff, and students:

- **Safety Orientation**: Overview of safety fundamentals, injury & illness prevention, and emergencies for all faculty, staff, and students (fulfills the Online Safety Orientation). Topics Covered:
    - Hazard Identification
    - Control Measures
    - Risk Management
    - Injury & Illness Prevention Plan (IIPP)
    - Safety Resources
    - Hazard Report
    - Accidents & Injuries
    - Emergency Procedures
    - Fire & Life Safety
    - Earthquake Safety

The Campus Fire Marshal, OEM, and EH&S also offer fire extinguisher training to the University community. This training is offered to both students and employees and covers the following:

- **Fire Extinguishers (In-Person Training)**: Fire extinguisher use training is strongly recommended for all campus personnel before use of a fire extinguisher in an emergency. Course length is approximately one hour. Topics Covered:
    - Extinguisher Types
    - Fire Types
    - Emergency Procedure for Fires
    - Hands-on Extinguisher Use (includes live fire)

On-Campus Student Housing Facilities-Fire Safety Systems

Facility	Fire Alarm Monitoring Done On-Site	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Manual Pull Stations	# of Fire Drills per Calendar Year
Aberdeen-Inverness	X		X	X	X	X	2
Bannockburn Village	X			X	X	X	2
Falkirk	X			X	X	X	2
Glen Mor	X		X	X	X	X	2
International Village	X		X	X	X	X	2
Lothian	X		X	X	X	X	2
Oban Family Housing	X			X	X	X	2
Pentland Hills	X		X	X	X	X	2
The Plaza	X			X	X	X	2
Stonehaven	X		X	X	X	X	2

Annual Disclosure of Fire Statistics

On-Campus Student Housing Fire Statistics 2017

Facility	Total Fires in Each Building	Fire #	Cause of Fire	# of Inquiries that Required Treatment at a Medical Facility	# of Deaths Related to Fire	Value of Property Damage Caused by Fire
Aberdeen-Inverness	2	1	Unattended Food	0	0	$100-999
		2	Trash Fire	0	0	$0-99
Bannockburn Village	1	1	Vegetation Fire	0	0	$0-99
Canyon Crest Family Housing*	0	N/A	N/A	N/A	N/A	N/A
Falkirk	1	1	Dumpster Fire	0	0	$100-999
Glen Mor	0	N/A	N/A	N/A	N/A	N/A
International Village	0	N/A	N/A	N/A	N/A	N/A
Lothian	0	N/A	N/A	0	0	N/A
Oban Family Housing	0	N/A	N/A	0	0	N/A
Pentland Hills	0	N/A	N/A	0	0	N/A
The Plaza	0	N/A	N/A	0	0	N/A
Stonehaven	0	N/A	N/A	0	0	N/A

*Canyon Crest Family Housing was taken offline and no longer used as a housing facility as of October 2017.

On-Campus Student Housing Fire Statistics 2016

Facility	Total Fires in Each Building	Fire #	Cause of Fire	# of Inquiries that Required Treatment at a Medical Facility	# of Deaths Related to Fire	Value of Property Damage Caused by Fire
Aberdeen-Inverness	0	N/A	N/A	N/A	N/A	N/A
Bannockburn Village	0	N/A	N/A	N/A	N/A	N/A
Canyon Crest Family Housing	0	N/A	N/A	N/A	N/A	N/A
Falkirk	0	N/A	N/A	N/A	N/A	N/A
Glen Mor	1	1	Electrical	0	0	$0-99
International Village	1	1	Undetermined	0	0	$0-99
Lothian	0	N/A	N/A	N/A	N/A	N/A
Oban Family Housing	2	1	Electrical	0	0	$250,000-499,999
		2	Electrical	0	0	$1,000-9,999
Pentland Hills	0	N/A	N/A	0	0	N/A
The Plaza	0	N/A	N/A	0	0	N/A
Stonehaven	0	N/A	N/A	0	0	N/A

On-Campus Student Housing Fire Statistics 2015

Facility	Total Fires in Each Building	Fire #	Cause of Fire	# of Inquiries that Required Treatment at a Medical Facility	# of Deaths Related to Fire	Value of Property Damage Caused by Fire
Aberdeen-Inverness	0	N/A	N/A	N/A	N/A	N/A
Bannockburn Village	0	N/A	N/A	N/A	N/A	N/A
Canyon Crest Family Housing	0	N/A	N/A	N/A	N/A	N/A
Falkirk	0	N/A	N/A	N/A	N/A	N/A
Glen Mor	0	N/A	N/A	N/A	N/A	N/A
International Village	0	N/A	N/A	N/A	N/A	N/A
Lothian	1	1	Undetermined	0	0	$0-99
Oban Family Housing	1	1	Cooking	0	0	$1,000-9,999
Pentland Hills	1	1	Intentional: Door placard removed and burned	0	0	$1,000-9,999
The Plaza	0	N/A	N/A	N/A	N/A	N/A
Stonehaven	0	N/A	N/A	N/A	N/A	N/A

Future Fire Safety Improvements

UC Riverside maintains a list of the buildings that are scheduled to receive system improvements.

Building Name	Description of Upgrades	Building Type	Status
Falkirk	Fire Alarm Upgrade	Apartment	Awaiting Funding
Oban Family Housing	Fire Alarm Upgrade	Apartment	Complete
Aberdeen Inverness	Evacuation Signage	Residence Hall	Pending
Lothian	Evacuation Signage	Residence Hall	Pending