THE UNIVERSITY of NEW ORLEANS

2025 Annual Security & Fire Safety Report

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the University of New Orleans is required to distribute the following information to all current and potential students and employees. Please take a moment to read the following information.

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Jeanne Clery Disclosure of Campus Policy and Campus Crime Statistics Act

In 1990, Congress passed the Crime Awareness and Campus Security Act (CACSA) amendments to the Higher Education Act of 1965 (HEA). Amendments to CACSA in 1998 renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) in memory of a student who was murdered in her dorm room. In 2013, Congress passed the Violence Against Women Reauthorization Act (VAWA), which included additional amendments to the Clery Act.

The Clery Act requires that all postsecondary institutions participating in title IV student financial assistance programs disclose campus crime statistics and other security information to students and the public. The VAWA amendments added requirements that institutions disclose statistics, policies and programs related to dating violence, domestic violence, sexual assault, and stalking, among other changes.

The Clery Act requires institutions to develop and implement specific campus safety and crime prevention policies and procedures which are included in the Annual Security and Fire Safety Report.

The Campus Security Act requires colleges and universities to:

- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics gathered from campus police or security, local law enforcement, and other university officials who have significant responsibility for student and campus activities. This information can be found on the "Campus Crime Statistics" section of the Department of Public Safety/University of New Orleans Police website, www.uno.edu/upd/.
- Provide "timely warning" notices of those crimes that occurred on campus, or within the patrol jurisdiction of campus police or campus security department. This information can be found on the "Crime Alerts" and the "Crime Log" at the Department of Public Safety/University of New Orleans Police website, www.uno.edu/upd.
- The Department of Public Safety/University of New Orleans Police is responsible for preparing and distributing this report. The Police Department worked closely with a variety of University departments and organizations to develop and compile the information contained within this annual report.
- Publish an annual report every year by October 1st that contains three years of campus crime statistics and certain campus security policy statements.

The UNO community is encouraged to use this report as a guide for safe practices on and off campus. In accordance with United States Code of Federal Regulations, Title 34, Part 668.46(c) (1) this Annual Security and Fire Safety Guide is available online at the Department of Public Safety/University of New Orleans Police website, www.uno.edu/upd.

To request a paper copy of this Annual Report:
In Person – UNOPD office, 234 Computer Center, Monday-Friday, 8:00am-4:30pm
By Mail – UNODPS Office, 234 Computer Center, 2000 Lakeshore Drive, New Orleans, Louisiana 70148
By Email – unopd@uno.edu
By Phone – 504.280.6371

DEPARTMENT OF PUBLIC SAFETY/UNIVERSITY OF NEW ORLEANS POLICE

The Department of Public Safety/University of New Orleans Police is staffed 24 hours a day to meet the needs of the UNO community. The Department of Public Safety/University of New Orleans Police coordinates all requests for assistance relative to crime, including threats, theft, personal safety, medical emergencies, harassment, fire, vehicular mishaps, catastrophic weather emergencies, domestic disturbances, and other police-related matters. The Department of Public Safety/University of New Orleans Police works collaboratively with the Environmental Health and Safety Office to support campus security and safety.

As Law Enforcement Officers, their mission is to uphold and enforce appropriate Federal, State, and local laws as well as University-imposed rules and regulations. As Peace Officers, their responsibilities include preserving the peace at the University and instituting police procedures that ensure that order is maintained as the University undertakes its mission.

University Police have jurisdiction over all University facilities, premises, and property. The Department of Public Safety/University of New Orleans Police receives its police authority through Louisiana Revised Statute 17:1805.

The UNO Police Officers are State-Commissioned Officers (Louisiana Department of Public Safety and Corrections) and follow standard police operating procedures including those of arrest. Additionally, the enforcement of University policies, procedures, and other matters specific to University life are given high priority.

Providing a safe and secure environment at the University of New Orleans is the responsibility of the entire community. Within the UNO community, the Department of Public Safety/University of New Orleans Police is assigned the primary responsibility to identify programs, methods, and approaches toward achieving a safe and secure environment.

The Department of Public Safety/University of New Orleans Police is dedicated to providing the best protection possible to safeguard the lives and property of the University and its community. In supporting UNO's mission as a public service institution, all members of the Department of Public Safety/University of New Orleans Police provide the highest quality of service possible. The Environmental Health and Safety Office is responsible for Risk Management, Safety and Compliance, and Training.

MISSION

The Department of Public Safety/University of New Orleans Police is committed to creating an environment in which learning, living, research, and teaching may flourish. As a law enforcement agency, we are dedicated to upholding the Constitution of the United States and the laws of the State of Louisiana while providing superior customer service. All Departmental personnel strive to maintain excellence and integrity in respecting the rights and dignity of all persons with whom they make contact. The involvement of our community is important to the success of our efforts; only by accepting responsibility of our own security and that of others, can we have a truly safe and secure campus.

AUTHORITY OF THE DEPARTMENT OF PUBLIC SAFETY/UNIVERSITY OF NEW ORLEANS POLICE

Louisiana Revised Statute 17:1805

§1805. Authority of university or college police officer

A. (1) Those persons who are university or college police officers responsible for maintaining general order and exercising police power on the campus of a state-supported or a private college or university shall be designated as university or college police officers.

(2) Each such person named as a police officer by the president of the college or university shall be commissioned as a university or college police officer by the Department of Public Safety and Corrections or as provided in Subsection E of this Section. Such commission shall remain in force and in effect at the pleasure of the employing college or university.

(3) While in or out of uniform, these police officers shall have the right to carry concealed weapons and to exercise the power of arrest when discharging their duties on their respective campuses and on all streets, roads, and rights-of-way to the extent they are within or contiguous to the perimeter of such campuses. In the discharge of their duties on campus and while in hot pursuit on or off the campus, each university or college police officer may exercise the power of arrest. For purposes of R.S. 14:40.8, the right of university or college police officers to carry a concealed weapon and to exercise the power of arrest when discharging their duties shall extend to alleged acts of hazing committed by members of an organization that is organized and operating at the university or college for which the police officer is commissioned regardless of the location where the alleged acts occurred.

(4) Each such police officer shall execute a bond in the amount of ten thousand dollars in favor of the state for the faithful performance of his duties. The premium on the bond shall be paid by the employing institution.

B. Any person arrested by a college or university police officer, in the exercise of the power granted pursuant to Paragraph (A)(3) of this Section, shall be immediately transferred by such officer to the custody of the sheriff or city police wherein the arrest occurs.

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

D. Upon authorization by the chief administrative officer of the educational institution, a college or university police officer shall have authority to discharge his duties off campus as follows:

(1) If engaging in intelligence gathering activity.

(2) When investigating a crime committed on campus or when investigating the crime of criminal hazing committed off campus by members of an organization that is organized and operating at the college or university for which the police officer is commissioned.

(3) When transporting prisoners in furtherance of duties as set forth in this Section.

(4) When transporting money, securities, or other valuables on behalf of the college or university.

(5) While providing security or protective services for visiting dignitaries to the college or university both on and off the campus.

(6) If specifically requested by the chief law enforcement officer of the parish or city.

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

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

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

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

H. On and after January 1, 2016, each person who is employed as a full-time college or university police officer shall complete a sexual assault awareness training program as provided by the Council on Peace Officer Standards and Training pursuant to R.S. 40:2405.8.

Acts 1968, No. 529, §§1, 2; Acts 1974, No. 269, §1; Acts 1978, No. 754, §1; Acts 1979, No. 594, §1; Acts 1981, No. 874, §1; Acts 1984, No. 478, §1; Acts 1990, No. 916, §1, eff. July 25, 1990; Acts 1991, No. 289, §8; Acts 1995, No. 1192, §1; Acts 1997, No. 508, §2; Acts 2011, 1st Ex. Sess., No. 41, §1, eff. June 12, 2011; Acts 2015, No. 152, §1, eff. June 23, 2015; Acts 2019, No. 382, §2.

REPORTING A CRIME

It is the responsibility of each member of the UNO community and his/her guests to contact the UNO Department of Public Safety 504.280.6666 in a timely fashion to report any criminal or questionable activities on campus. University Police Officers take an active role in ensuring a safe campus by providing both foot and vehicular patrols. University Police Officers respond to calls for service via radio communications to ensure a timely response. With each reported incident, an appropriate investigation will take place. Other law enforcement agencies, such as the New Orleans Police Department, the Orleans Levee District Police Department, the FBI, and other university police departments, may be consulted for specific case resolution.

Students, faculty, staff, and the UNO community are encouraged to accurately report all crimes and public safety related incidents to the UNO Department of Public Safety in a timely manner. The Department of Public Safety/University of New Orleans Police is staffed 24 hours a day / 365 days a year to receive emergency and non-emergency calls for service.

Call the Department of Public Safety/University of New Orleans Police at 504.280.6666 or from one of the blue light Emergency phones located on the main campus. Stay on the line so we can get the information we need to respond to your call so an officer will be dispatched more quickly. You may also come by the Department of Public Safety office location at 234 Computer Center Building on campus. The office is staffed 24 hours a day.

RELEASING CRIME INFORMATION

Under special circumstances, the Department of Public Safety/University of New Orleans Police shall release information involving serious incidents to the University community without delay. Information on recurring crimes shall be issued by special release whenever it is deemed appropriate. Reports of open and/or active cases will not be released if it could prejudice or compromise the investigation of a crime or incident. In these cases, a brief oral or written gist of the incident may be furnished to the appropriate representatives.

UNO Strategic Communications will attempt to accommodate media requests without necessarily compromising any ongoing investigation or divulging the names of any juvenile victim or offender. Supplemental forms of release, such as news conferences, electronic bulletin boards, leaflets; and flyers, etc., may all be considered in special circumstances to inform the campus community.

In addition to this publication of the Annual Security Report, the Department of Public Safety/University of New Orleans Police also posts the University's yearly crime stats to the OPE Campus Security Statistics Website. It's brought to you by the Office of Postsecondary Education of the U.S. Department of Education. It was authorized by Congress with the 1998 amendment to the Higher Education Act of 1965 (HEA) to help potential college students and their parents research criminal offenses on college campuses. The Department of Education is committed to assisting schools in providing students with a safe environment in which to learn and to keep parents and students well informed about campus security.

Annual distribution of this report shall be made through appropriate publications to students and employees. Prospective students and employees may also request a copy of this report directly through the Department of Public Safety/University of New Orleans Police or the Office of Student Accountability and Advocacy.

OFF-CAMPUS STUDENT ORGANIZATIONS

The Department of Public Safety/University of New Orleans Police does not provide law enforcement services to the recognized student organizations whose residence is off campus. Law enforcement services, such as responding to calls for service at the location, are provided by the New Orleans Police Department. The UNO Department of Public Safety maintains a working relationship with the New Orleans Police Department and other law enforcement agencies and will assist with notifications in the event law enforcement services are needed.

WHERE TO GET UP-TO-DATE CRIME DATA

- From the Department of Public Safety/University of New Orleans Police website at http://www.uno.edu/upd/ This site has links to the Crime Statistics, and the Daily Crime Log.
- From the New Orleans Police Department Crime Maps. These maps can be accessed from the main NOPD website: https://nola.gov/nopd/

TIMELY WARNINGS

Timely Warnings are issued on an as-necessary basis by the UNO Department of Public Safety. Some of these alerts are posted on the UNO Department of Public Safety website, http://www.uno.edu/upd.

Timely Warnings include:

- the Privateer Alerts System
- the Daily Crime Log
- the Daily Fire Log

Timely warnings may also be broadcasted through the UNO Public Relations email announcements.

PRIVATEER EMERGENCY ALERTS SYSTEM

- To sign up for the Privateer Alerts students, faculty and staff with a uno.edu email address can log-in to https://myapps.uno.edu/ and click on the "Privateer Alerts" icon.

- Non UNO users can sign up at https://uno.omnilert.net/subscriber.php
    - To be notified, you need to create an account and complete a one-time, short registration. During the process, you will receive a text message with a numeric validation code to validate the registration. You can also add up to two mobile numbers or two email addresses and this information can be updated at any time.
    - Once registered, you can access your information by entering your username and password.

UNO uses the Privateer Alerts emergency system for notifications. This system allows designated UNO personnel to send time-sensitive messages to the mobile phones and/or email of students, staff, and faculty. In the event of an emergency, UNO subscribers can get notified immediately of a situation such as bad weather, school closing or any other emergencies, independent of geographical location or of the service provider.

Privateer Alerts is a 100% web-based software system, so no additional software or hardware is required, except for a web browser with an Internet connection to self-subscribe. The system enforces a strict spam policy which clearly prohibits unsolicited messages. Privateer Alerts does not sell the contact information of their subscribers to third party marketers.

The Department of Public Safety/ University of New Orleans Police conducts a test of the Privateer Alert system daily at the beginning of each shift to ensure the system is functioning properly. Twice a year, a university-wide test is conducted of the Privateer Alerts Emergency System in conjunction with a test of the campus siren system to ensure the emergency messages reach the UNO community.

THE RAVE GUARDIAN MOBILE APP AND ANONYMOUS REPORTING

Free App for students, faculty, and staff. Turns your phone into a personal security device.

As part of the University's ongoing commitment to campus safety, the University of New Orleans provides Rave Guardian, a free mobile app that turns any smartphone into a personal safety device.

We encourage students, faculty and staff to download Rave Guardian, a free mobile app that turns any smartphone into a personal safety device. The app allows users to be proactive about their safety. It's like having an emergency blue light system and a trusted friend with you at all times. Rave Guardian is available for download at the App Store and Google Play. You can also learn more at www.raveguardian.com

How does the Rave Guardian App work?

Register and set up an account: Users can add their name, campus address, medical notes and other pertinent information for campus safety in case of emergency. Download the app from App Store or Google Play by clicking: www.ravemobilesafety.com/rave-guardian-app/ Then follow the instructions in the app for setting up your account.

Rave Guardian App Features

DISCREETLY CONTACT SECURITY - Prevent dangerous situations by discreetly sending anonymous tips with a photo or location as needed.

STAY INFORMED - Receive alerts based on your location, even when you don't have a cell signal

NEVER TRAVEL ALONE - Set a virtual safety timer for an extra layer of safety wherever you are.

FIND THE RESOURCES YOU NEED - Access emergency procedures, schedules and other key documents in a custom content portal.

MAKE THE RIGHT CALL -Easily find assistance and resources with a custom call directory of your organization's important numbers.

HELP IS ON THE WAY - With a push of a button, you can directly connect to 9-1-1 or Security in an emergency

You can learn more at Stay Connected with Rave Guardian

REPORTING A CRIME TO CAMPUS SECURITY AUTHORITIES (CSA)

In the event that someone tells you that they have survived rape, sexual assault or another form of sexualized violence, it is important to remember that you can be a link in the healing process and an effective ally to the survivor without assuming full responsibility for every step of the recovery process.

Campus Security Authorities (CSAs) are defined by UNO as officials who have "significant responsibility for student and campus activities [as well as]…the authority and the duty to take action…on behalf of the institution." CSAs are required by UNO policy to abide by certain guidelines when responding to a report of sexual assault. The below checklist is designed to help CSAs follow the University Protocol for responding to reports of sexual assault. In the event a student, colleague, or other member of the campus community discloses to you having survived a sexual assault, print this checklist and share the information with the survivor as you cover these steps together.

DEFINITION of a CSA

1. A campus police department or a campus security department of an institution.
2. Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (i) of this definition, such as an individual who is responsible for monitoring entrance into institutional property.
3. Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
4. An official of an institution who has **significant responsibility** for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

Individuals may also report crimes to a designated Campus Security Authority (CSA) in any of the following UNO departments:

- **Office of Student Affairs,** 248 University Center, 504.280.6222
- **Accessibility Services**, Earl K. Long Library, 504.280.7327
- **Director of Athletics**, including all coaches
- ***Title IX Coordinator and Deputy Coordinators***, 248 University Center, 504.280.4689
- **Office of Residential Life**, Pontchartrain Hall North, 504.280.6402
- **Counseling Services**, 226 University Center, 504.280.6683

THE CAMPUS SECURITY AUTHORITY CHECKLIST FOR RESPONDING TO A REPORT OF A CRIME

- ***Do your best to ensure that the student knows that you are a mandated reporter before they disclose an incident that you must report.*** Explain that you are a Campus Security Authority (CSA) and you are required to make an anonymous report of the sexual assault. Explain that you will report only the general date and location of the incident of sexual assault to the Department of Public Safety/University of New Orleans Police for statistical records. This report will not include any personal information of the survivor.

- ***Assure the survivor that you will protect his/her anonymity if the survivor wishes to remain anonymous***.
- ***Ask the student survivor if s/he would like to also report the incident to***
    - The Office of Student Accountability, Advocacy and Disability Services (280-6222 UC 248).
    - UNO Police and/or the New Orleans Police Department
    - If a faculty or staff member is the reported perpetrator, the incident is reported to Human Resource Management.
    - Offer assistance/support in making reports if the victim requests such.
- ***Ask the student if s/he needs medical support/attention***
    - UNO's Student Health Services (UC 238) offers medical support and STD/pregnancy testing
    - University Hospital is the only hospital in New Orleans certified to conduct a SANE exam for evidence preservation.
- ***Ask the student if s/he needs counseling support.*** UNO has trained counselors to assist at Counseling Services (UC 226) during normal business hours. Assist in making an appointment if requested
- ***Inform the survivor of assistance or modifications that can be available through Office of Student Affairs*** (such as, but not limited to notes regarding absences to faculty, housing or academic modifications, or no contact orders.) Assist in making an appointment if requested.
- ***Provide the survivor with a copy of the Sexual Assault Survivors Resources Guide.***
- ***Ask the survivor if they would like to schedule a follow-up time to talk with you.*** However, remember your role--You are not a counselor, you are not an investigator, and you are not called upon to name, analyze, or define students' experiences. You are a bridge to connect the student with the appropriate office who will provide the survivor with options for support, accommodations and accountability.
- ***File the anonymous report by calling the Department of Public Safety/University of New Orleans Police at 504.280.6371.***

After speaking with someone about experiencing a sexual assault, you may need support to address your own feelings or concerns as well as to discuss in more detail how to be an effective ally to a survivor of sexual assault.

SECURITY AWARENESS AND ACCESS TO CAMPUS FACILITIES

ACCESS TO ADMINISTRATIVE AND ACADEMIC BUILDINGS

All University Departments share in the responsibility for the security and maintenance of their assigned campus building. Included with this responsibility is the regulation of access to these buildings. During normal business hours and class schedule periods (8:00 a.m. -9:00 p.m., Monday - Friday), most academic facilities are openly accessible to routine activities and scheduled events.

During periods other than normal work and class hours (weekends, holidays, and after 9pm Monday-Friday), access to academic facilities is restricted and controlled by the Department of Public Safety/University of New Orleans Police. If necessary, the Department of Public Safety/University of New Orleans Police provides access for approved scheduled activities during these periods.

The Department of Public Safety/University of New Orleans Police completes work orders and sends them to UNO Facility Services, when appropriate, to have any repairs or maintenance performed on the safety issues contained within the report.

PONTCHARTRAIN HALL DORMITORY ACCESS

The suite doors at Pontchartrain Hall feature Saflok card-only locks. Residents must have their ID cards programmed to access the suite through the door. Hard keys are needed to open bedroom doors.

If you encounter any issues with your suite door lock, please submit a maintenance request.
Access the Online Maintenance Request by logging into your UNO email account and visit myapps.uno.edu.
The Residential Life app will be accessible from myapps.uno.edu if you are logged into your student email account.

- Select the app

- Once you are in the app, select "RCR/Damages" on the left side of the screen.
- Select "Maintenance Requests" then "Add Work Order"
- Complete the prompts and continue your request for your suite/bedroom.
- When submitted and notification on screen marks "Save Successful" please prepare for your request to be completed within the next seven (7) business days. Typically, maintenance work order requests are addressed during standard business hours from Monday to Friday (8:00 am - 4:30 pm).

In case of an after-hours maintenance emergency, please promptly contact the front desk of your respective hall and submit a maintenance request.

- For Pontchartrain Hall **North** & **Lafitte Village**, call **504.280.7777**
- For Pontchartrain Hall **South**, dial **504.280.7739**

Your immediate communication with the front desk is crucial for addressing emergency maintenance issues outside regular hours.

Common Lock Issues:

- Slow blinking of the lights: Battery is Low.
- Red and Green lights flash alternately: Replace Battery.
- Simultaneous Red and Green flashing: clock Needs to be Reset
- Flashing Yellow 1-2 times: Incorrect Card.
- Quick Red Light: Improper Use of Card.
- Quick Red and Yellow Light: Cannot Read Code; Lock is Damaged/ Needs Cleaning.

LAFITTE VILLAGE ACCESS

The Lafitte Village Apartment Complex is secured with an 8-foot iron fence surrounding the perimeter. At the entrance gates, residents can access the property by using the apartment key that was issued upon signing the lease.

Students will be issued a physical key to their apartment which also gives them access to the laundry facilities and gates. Students are required to keep these items on them at all times and are not allowed to duplicate the keys. Should the student lose the key during the agreement term or not be able to return the key during check out procedures, additional changes will be posted to the student's account. Should professional staff consider the key replacement to also require a re-coring of the student's door, the student may be responsible for additional fees to complete the required work to re-core and have replacement keys created. Students who need to be let into their apartment via a "pass key" will be charged for the pass key service. Tampering with, propping or dismantling locks is not allowed.

PRIVATEER PLACE ACCESS

Your access fob/key contains your personal electronic code.
Your acceptance and use of the access fob/key is subject to your compliance with the following guidelines:

- Immediately report lost or stolen fob/key to us. Your number can then be programmed out of the computer to prevent unauthorized use of the fob/key. Lost, stolen or damaged fob/key will be replaced for a $50.00 charge. This charge offsets the cost of the fob/key and the cost of reprogramming the computer.
- Your right to use the access fob/key ends when your lease ends or is terminated. You must return all fobs/keys at that time. If you fail to return the fob/key when your lease ends or is terminated, you will be charged $50.00.
- Do not let other people use your fob/key. Do not duplicate any fob/keys.
- Mere possession of a fob/key does not necessarily confirm right of entry. Therefore, please do not assist someone who appears to be having difficulty gaining entry. Please do not let someone whose access privileges have been revoked, or guests of others, enter the property with your fob/key.
-

SAFETY AWARENESS AND EDUCATIONAL PROGRAMS

ESCORT PROGRAM

Faculty or staff members, students, or guests may request a walking escort to and from campus buildings and parking lots. To request an escort, please **call 504.280.6666**.

STUDENT ORIENTATION PROGRAMS

At the beginning of school semesters, safety educational programs are held at orientation programs for such groups as: international students, housing students, and new and transfer students.

CAMPUS EMERGENCY (BLUE LIGHT) PHONE SYSTEM

Emergency phones with an attached blue light allows any person direct campus police access by pressing the call button on the phone poles located throughout the campus. The blue light signals the location of the person for easy identification.

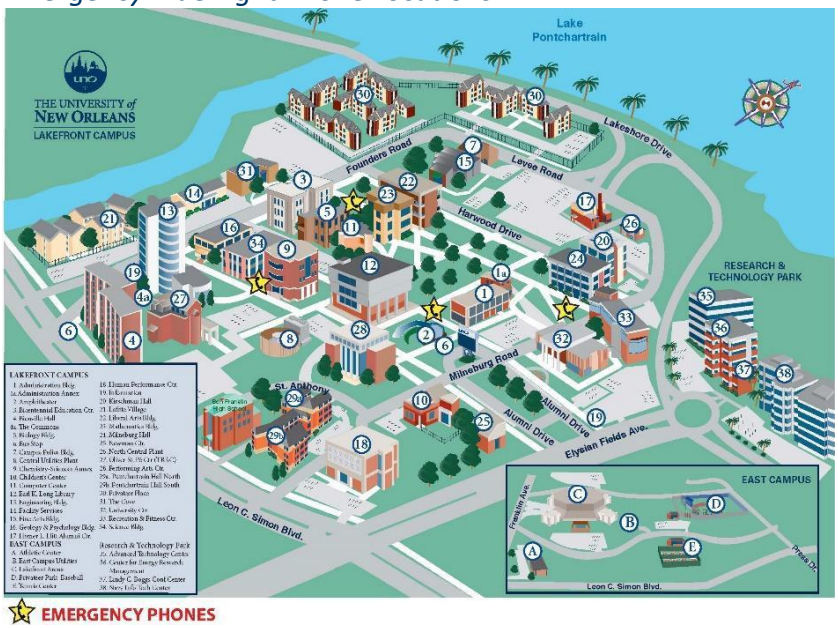
There are four (4) emergency blue light phones located on campus (see map) which are directly linked to the UNO Police Department. When the call button is pushed, the blue light will be activated alerting those in the immediate area that a potential problem exists. The phone will automatically dial the Department of Public Safety/University of New Orleans Police, and a police officer will answer immediately. The blue light phones can be used to report a crime in progress, a suspicious person, a medical emergency, or a fire.

How to use

At all blue light phones simply press the call button. The phone will be immediately connected to the UNO Police Department dispatcher. Once on the line with the dispatcher, be prepared to answer questions concerning the nature of your emergency. A police officer will be immediately dispatch to your location and if possible, stay on the line with the dispatcher until an officer arrives.

PRIVATEER ALERTS
NOTIFICATIONS SYSTEM
In the event of a crisis, an instant alert will be sent via text, email or both.
Click here to register: Sign Up

Emergency Blue Light Phone Locations



COFFEE WITH A COP PROGRAM

This is an event the Department of Public Safety/University of New Orleans Police implemented in 2013. The coffee with cop program is held at various times each semester and affords UNO students, potential students, and parents time to spend with the UNO officers who patrol the campus. It is an informal gathering where coffee and other refreshments are served in a friendly atmosphere and the UNO community can interact one-on-one with its police officers.

RAPE AGGRESSION DEFENSE (RAD)

The Department of Public Safety/University of New Orleans Police periodically holds RAD (Rape Aggression Defense) classes during the school semesters. The Rape Aggression Defense System is a program of realistic, self-defense tactics and techniques. The RAD System is a comprehensive course for woman that begins with awareness, prevention, risk reduction and avoidance, while progressing on the basics of hands-on defense training. RAD is not a Martial Arts program. Our courses are taught by certified RAD Instructors and provide you with a workbook/reference manual. This manual outlines the entire Physical Defense Program for reference and continuous personal growth. For more information and schedules contact any of the Department of Public Safety/University of New Orleans Police certified trainers at 504.280.6371.

REACTING TO AN ACTIVE SHOOTER (TRAINING VIDEO)

The Run, Hide, Fight video (link is provided below) is presented by the Alabama Department of Homeland Security. It is about 6 minutes long and is just a quick lesson on how to react in the event there is an active shooter in a location where you or your family might be involved. Please take the opportunity to share this with your family, friends and co-workers. Attitude and planning (however small) may be the difference.

The Department of Public Safety/University of New Orleans Police would like to thank the Alabama Department of Homeland Security for providing the video and allowing us to make it accessible to the UNO Community.

Reacting to an Active Shooter (Run, Hide, Fight) Video

UNIVERSITY OF NEW ORLEANS COMMUNITY LIVING

LIVING ON CAMPUS AT UNO

At the University of New Orleans, you will have the opportunity to form friendships and relationships with people from diverse backgrounds that can benefit you and your career long after you leave the University. With these new friends, you can enjoy campus life and the charms of the city of New Orleans. Our mission is to provide our resident students with the highest quality living and learning environment at a reasonable cost.

Privateer Place

Interested in apartment-style living that's conveniently located on our campus? Privateer Place is our apartment style facility located on the UNO campus.

Pontchartrain Hall

Pontchartrain Halls, North and South, located at Milneburg Road and St. Anthony Avenue, offer state-of-the-art student housing.

Lafitte Village

Lafitte Village, UNO's married, family, and graduate housing facility on campus, is home to 48 one-bedroom, one-bath units and 72 two-bedroom, one-bath units.

PONTCHARTRAIN HALL SAFETY

Pontchartrain Hall is a state-of-the-art residence hall located on the main campus of the University of New Orleans. This residence facility consists of two separate and complete residence halls, Pontchartrain Hall North and Pontchartrain Hall South. They are located adjacent to each other on the corner of Milneburg Street and Leon C. Simon Boulevard.

Safety in and around Pontchartrain Hall is first and foremost. The Department of Public Safety/University of New Orleans Police provides 24-hour patrols around both Pontchartrain Hall North and South. There is also a state-of-the-art surveillance system covering the common areas within the hall as well as the exterior and parking areas. Entrance to Pontchartrain Halls is controlled by a front desk attendant and by security card access.

LAFITTE VILLAGE SAFETY

There is a state-of-the-art security surveillance system in all exterior common and parking areas of Lafitte Village. The Department of Public Safety/University of New Orleans Police monitors the surveillance cameras and provides active patrols on a 24-hour/7 days a week basis. Lafitte Village is secured by a perimeter fence and entrances to the facility are controlled by key access.

PRIVATEER PLACE SAFETY

Privateer Place Apartments is a unique residential community for students, faculty, staff, and affiliates of the University of New Orleans located on the north side of the campus.

The Privateer Place property management personnel are committed to ensuring the residents of Privateer Place, who are mostly students of UNO, are safe while they are here on campus. One of the security features at Privateer Place is the eight-foot perimeter fencing surrounding the complex. The Department of Public Safety/University of New Orleans Police provides police services to Privateer Place and are available on a 24-

hours/7 days a week basis. The Privateer Management team believes in the effectiveness of neighbors looking out for each other and encourages residents to get to know their neighbors. It is the responsibly of the residents to promptly report any incident criminal in nature to the University Department of Public Safety at 504.280.6666 and to the complex office. Whenever possible furnish a detailed description of the offender, date and time, make and color of vehicle, license plate number, etc.

STUDENT HOUSING SECURITY AND PRECAUTIONS

SECURITY AND PRECAUTIONS

The University of New Orleans and the Office of Residential Life encourage students to actively engage in safety precautions to maintain a safe, healthy campus community. The items listed below describe a few of the commonly encouraged safety resources available to students. While these resources provide reasonable and good-faith efforts, it is impossible to predict situations which may occur. Students are encouraged to use their best judgement and report areas or people of concern to the appropriate manager. Simply eliminating opportunities for crimes to occur will prevent many "crimes of opportunity" such as theft. Do not prop doors open including hall and suite entrances as unauthorized persons may gain access.

RESIDENCE HALL SECURITY

- 24-hour residence hall desk staff for getting immediate help from a staff member repairs/replacements of doors, keys, locks.
- Floor meetings, educational programs, and flyers.
- Hard keys are needed to open bedroom and
- apartment doors.
- Locked Hall Entrance Doors.
- Nightly rounds by the Resident Assistant(s) on duty
- Periodic safety walk-throughs to check interior
- lighting, exit signs, fire doors, stairwells, etc.
- Programmed ID cards are needed to open entrance
- doors and suite doors.
- Security cameras located around the buildings.

DEPARTMENT OF PUBLIC SAFETY/UNIVERSITY OF NEW ORLEANS POLICE SAFETY PROGRAMS

- 24-hour full-service police department responding to emergency calls (police, fire, rescue, ambulance)
- Crime prevention programs and crime statistics reported annually in compliance with federal regulations.
- Crime victim resources.
- Security escorts by uniformed police officers (24 hours)
- Outdoor emergency phones to call escorts or summon police.
- Safety awareness and educational programs.
- Surveillance cameras that monitor selected on-campus locations.
- Privateer Alerts text messaging system to provide emergency notifications. To register your mobile device, please visit: https://uno.omnilert.net/subscriber.php to sign up.
- University Alert System – please visit: https://www.uno.edu/upd/university-alert-system for more information.

BICYCLE SECURITY PRECAUTIONS

- Register your bicycle with the Office of Residential Life via the Residential Life app on myapps.uno.edu.
- Maintain the decal in a visible location on their bicycle.
- Do not store bicycles in your room, on landings, or in stairwells. Use outdoor bicycle racks; don't lock bicycles to railings, lamp posts, ramps, handrails, etc.
- Secure your bicycle outdoors with a high-quality bicycle lock, securing both the wheel and frame.
- Certain personal devices use Li-Ion or LiPo batteries for power; these include, but are not limited to: hoverboards, E-scooters, and E-bikes. These devices are prohibited from being stored, charged, or used in Pontchartrain Halls.

BOMB THREATS

All bomb threats reported to the University are taken seriously.

If a bomb threat is received:

- Notify the Department of Public Safety/University of New Orleans Police to report the emergency at 504.280.6666
- Notify you service desk

University of New Orleans police officers will respond to your location and assess the bomb threat. Once the police have assessed the situation, then the police will initiate appropriate action. Only the University police will decide if an evacuation needs to occur, when it will occur, and how the evacuation will be announced and residents notified to evacuate. The notification to evacuate may be accomplished by the police activating the building fire alarm system, or they may decide to choose an alternate method of evacuation notification(air horns, phone, door-to-door) based on the circumstances and after assessing the situation of the particular bomb threat incident.

PUBLIC HEALTH CONCERN

The Office of Residential Life follows the University of New Orleans Communicable Disease Emergency Plan in the event of a public health concern arising in the Greater New Orleans area.

The department may update published policies as needed in response to such an event such as restricting guest policies, minimizing occupancy in public spaces within the halls, requiring the use of facial coverings and more. Students will be notified of updates to the policies via email and within the handbook published to the Office of Residential Life website.

WELLNESS CONCERN

When a residents' family/friends report concerns about student welfare to the Office of Residential Life staff, our staff will take steps to respond to the report that included attempting to contact the student and notifying the Department of Public Safety/University of New Orleans Police to assist with contacting the student.

For all residents under the age of 18 (who are not emancipated individuals), the Office of Residential Life is required to notify their custodial parent or guardian (within 24 hours) if it is determined that they have been missing from the campus and their whereabouts are unknown for a period of 24 hours or more.

Per federal law:

Residents have the right to confidentially register the name and contact information of an individual who they would like to have contacted (within 24 hours) if it is determined that they have been missing from the campus and your whereabouts unknown for a period of 24 hours or more. They can register the name and phone

number of this contact person by visiting the Office of Residential Life and updating your emergency contact card.

INCLEMENT WEATHER

Emerging Inclement weather conditions are monitored by University Safety Personnel. Students are encouraged to plan ahead for their evacuation plans in the event of a hurricane nearing New Orleans. While limited spaces are available within the University evacuation protocols, students who do have available resources to evacuate with family and friends are encouraged to do so. Campus evacuations and closures will be communicated through the university email and text alert services.

Early Warning System

The campus Early Warning System is designed to provide instant notification to students, faculty, and staff of imminent dangerous conditions.

In an emergency, sirens around campus will sound continuously for at least three minutes.

If you ever hear the Early Warning siren:

- If in your residence hall or apartment, stay inside/in your room, and seek information from university alerts.
- If outdoors, seek shelter inside the closest building.
- When danger has passed, a single 30-second siren blast will sound.

Text and Email Alerts

Another means of notification is available to those who subscribe to Privateer Emergency Alerts Text Message System at https://uno.omnilert.net/subscriber.php sends text messages, in an emergency, to your mobile phone or other text-enabled device.

Email alerts will be sent through the University of New Orleans Public Relations office.

HURRICANE PROCEDURES/PREPARATION

University officials regularly monitor weather conditions. During hurricane season (July- November), university officials monitor and track hurricanes, tropical storms and tropical depressions for potential to impact our university community. As per university hurricane protocol, students are notified of university preparations for a storm which may potentially impact our community via the following means: University of New Orleans Email, Text Alerts and the university website. Safety protocols during a hurricane or tropical storm may vary depending on the strength and path of the storm. Use the guides below to prepare as appropriate.

In the event of a campus evacuation:

Update your evacuation plan with the Office of Residential Life.

If your plan is to evacuate with the university:

- begin to gather your items and communicate with friends and family about your plans and intended departure timeline.

If evacuating with friends/ family:

- Consider your evacuation route (state contraflow protocols may impact your route).
- Fill your vehicle with gas and get cash in case ATMs and gas stations are inaccessible.
- Students with approved Emotional Support Animals are encouraged to review their ESA Guidelines to assist with their Evacuation plans.

Students evacuating with UNO are encouraged to pack:

- 2-3 changes of clothing and shoes Pillow/ Blanket/ Sleeping Pad as sleeping accommodations will likely be a gym floor or cot.
- Toiletries
- Needed medications/ medical supplies
- Student ID, Driver's License/ Identification, Insurance Card, Health Insurance Information
- Charged Cell Phone, Charger and Portable battery pack if possible
- Snacks (granola, power bars, peanut butter, etc). Food service will be provided at shelter location; however, students may want to have their own snack options available.
- Radio/Book/Entertainment for the ride and shelter

Before evacuation:

Remove all items from your window and floor area. Ensure your window is locked and blinds are lowered. Store your valuables out of view and in your locked bedroom. Unplug any items not in use and power down electronics. Throw away any food which will spoil in 2-4 days. Ensure your bike is locked to a bicycle rack and your vehicle is properly parked and locked. Ensure you have your keys and ID with you and all doors are locked behind you.

In the event of a shelter in place situation:

Gather any needed items and prepare your room for your "shelter in place" plans. Remove all items from your window and floor area. Ensure your window is locked and blinds are lowered.

Suggested items needed include:

- Snacks (limited dining services will be provided during the weather event, typically through your hall's lobby or market, however, some students may prefer their own snacks).
- Flashlight (never use candles or flame light in the Residence Halls).
- Drinking Water for at least 1-2 days.
- Needed medicine/ medical supplies.
- Fully Charged Cell Phone/ back-up portable battery.

In the event of a campus evacuation:

Update your evacuation plan with the Office of Residential Life.

If your plan is to evacuate with the university:

- Ensure important numbers are programmed in your phone (Your Hall front desk and University of New Police).

Remember all Office of Residential Life policies remain in effect in your halls including alcohol, noise and illegal substance policies. Students are encouraged to remain indoors during heavy rain and wind.

Report all accidents, injuries, broken windows, or excessive water to the Office of Residential Life staff.

Staff will be conducting rounds of the halls and staffing front desks.

MISSING STUDENT POLICY

It is the policy of the University of New Orleans to treat all reports of missing students as serious incidents and to investigate such reports immediately completely. The University of New Orleans Police Department will thoroughly investigate all reports of missing students, treating every report as one where the person reported missing may be at risk until significant information to the contrary is confirmed.

The University encourages timely reporting of missing students to the proper law enforcement agency by all members of the UNO community, to assist in locating students who are reported missing, and to comply with federal law as stated in the Missing Person Procedures of the Higher Education Opportunity Act 488(3) HEA section 485U1.

REPORTING A MISSING STUDENT

A student may be considered to be missing if the student's absence is contrary to his or her usual pattern of behavior and unusual circumstances may have caused the absence.

Such circumstances could include, but are not limited to:

1. absence from multiple classes;
2. indicators that a student may be a victim of foul play;
3. expressed suicidal thoughts;
4. indicators of drug dependency;
5. indicators that the student may be in a life-threatening situation or has been with persons who may endanger his or her welfare.

The Department of Public Safety/University of New Orleans Police suggests to all members of the UNO community that, if there is a possibility that a student is missing, please consult with the University Police as soon as possible, by calling 504.280.6666.

Any university employee who receives information indicating that a student may be missing must report this information to the Department of Public Safety/University of New Orleans Police immediately whether the student is a resident or non-resident student.

Any student who believes that another student is missing, is encouraged to notify the Department of Public Safety/University of New Orleans Police as soon as possible. **YOU DO NOT HAVE TO WAIT 24 HOURS.** University of New Orleans Police will investigate all incidents of reported missing students and will exhaust all leads to locate resident students (those who live in on-campus facilities). Once an investigation has been initiated regarding a missing resident student, the University of New Orleans Police will notify the New Orleans Police Department within 24 hours, unless the N.O.P.D. was the law enforcement agency which initiated the investigation. In situations where the student is a non-resident (resides off campus), the University of New Orleans Police will help notify the proper law enforcement agency in the jurisdiction where the student resides or was last seen and assist with the investigation. This notification will be done within 24 hours of receiving a credible report. Nothing in this policy requires the University of New Orleans Police to wait 24 hours before reporting to the law enforcement agency with jurisdiction.

Upon receiving a report of a missing student and conducting a preliminary check of the student's room and other areas on campus the student may frequent; University of New Orleans Police will notify the Executive Assistant to the President and the Dean of Student Affairs.

EMERGENCY CONTACT INFORMATION

At the beginning of each academic semester, all students residing in on-campus housing will be notified of the following:

1. The student will have the opportunity to identify a contact person or persons who will be notified within 24 hours of the determination by law enforcement that the student is missing;
2. This contact information will be confidential and will be accessible only to authorized university officials and it will not be disclosed except to law enforcement personnel involved in a missing person investigation;
3. For students who are 18 years of age or older, this notification to the designated emergency contact person will be notified within but no later than 24 hours after the student is determined to be missing. A student who is above the age of 18 or is an emancipated minor, the local law enforcement agency that has jurisdiction will be notified within 24 hours of the student being determined to be missing.
4. Students who are under 18 years of age and not emancipated, the Division of Student Affairs or the University of New Orleans Police must notify the student's custodial parent or guardian within 24 hours of the determination that the student is missing and will also notify any of the student's additional designated emergency contact persons.

PROCEDURES FOR REGISTERING CONFIDENTIAL CONTACT INFORMATION

Students can provide confidential emergency contact information by accessing their student account in the University's Workday software program.

UNIVERSITY OF NEW ORLEANS COMMUNITY SAFETY

CAMPUS SAFETY TIPS

You are responsible for your own safety. Work to keep your surroundings safe and secure. Remove the opportunity for criminals to commit crimes. Defeat the criminal before the crime is committed. Take the necessary steps to avoid being a victim. These tips are here to help prevent crimes against persons and property. This site gives tips on both. The following information is to assist you in this effort.

Bicycle Thefts

Occasionally, the Department of Public Safety/University of New Orleans Police receives complaints of bicycles being stolen from students, faculty, staff and guests while on campus. Here are steps you can take to deter bicycle theft, and if it does occur, to help in the possible recovery of your bicycle.

1. Lock your bicycle. If at all possible, lock your bicycle at a well-lighted area. Always secure your lock through the frame as well as both wheels. Do not merely lock your bicycle to itself, but to something solid. Bicycle racks have been placed at several locations around the campus. Also make sure that your lock is up to the task. Bike thieves often check out bike racks looking for "bargains", the best bike with the cheapest lock.
2. Register your bicycle. This can be done at the New Orleans Police Department's Headquarters located at 715 So. Broad St. Their Bicycle Division's telephone number is 504.658.5503. If your bicycle is registered, then stolen and recovered, the police will know you are the owner and can return the bike to you.
3. Record the serial number of your bicycle. If your bicycle is stolen, report the theft to the police and give them the serial number. With the proper serial number, police can identify the owner and if the bicycle is recovered it can be returned.

Textbook Thefts

Periodically, UNO students have been targets of thieves who steal textbooks in order to sell them back. They may also be in search of other valuables students leave in their book bags. Here are some steps you can take to prevent this.

1. Always put your name in your book. This will also be very helpful if your book is misplaced.
2. Avoid leaving your books unattended, including in the library and in dining halls.
3. Be aware of the scam: If a stranger approaches you and asks you to do him/her a favor and sell this book back to the bookstore or he/she forgot their I.D. and would pay you in return, then you could be selling stolen books. You could be charged with possession of stolen property. If approached, get a description and call University Police immediately.

Protecting Your Vehicle

Vehicles in parking lots always present a target for thieves. Here are some steps you can take to diminish the chance that your car will be broken into or stolen.

- Lock your car whenever it is unattended, both on and off campus.
- Do not leave expensive property, such as purses, radar detectors, cellular phones, computers and portable stereos in plain view in your car. Lock them in your trunk or take them into your residence. Cover up conspicuous stereo equipment. Remember that thieves target after-market stereo equipment, not factory installed equipment.
- If you have expensive stereo equipment in your car, consider investing in a car alarm. If you have a car alarm, turn it on.
- Record the brand, model numbers and serial numbers of all electronic equipment installed in your car. In the event of theft, give this information to the police. If the equipment is recovered, it can be returned to you. Also engrave your driver's license number on your equipment.
- If you live off campus, make every attempt to park your car off the street, if possible. If not, park in a well-lighted area.
- Residents of Bienville Hall should park their cars at the Residential Parking Area, not the Engineering Parking Area. This practice will minimize the criminals' target areas and provide your Police Department with a more focused area of patrol, in an effort to protect your property.
- Engrave your Vehicle Identification Number (found on your registration or under the windshield on the driver's side) on the doors, windows, fenders and trunk lid of your car. This will prevent theft, because the thief will need to replace these parts before selling the car.
- Use a steering wheel lock when the car is parked. While these devices can be defeated, a thief may decide it's not worth the effort.

Protecting Your Residence

You can take several steps to protect the belongings that you have in your residence. If you live in a residence hall, these steps are as follows:

- The majority of thefts that occur in dorm rooms and apartments happen when the residents are not in but the door is unlocked. Lock the door to your room whenever you leave, even if it's just for a few minutes. Also lock your door when you are showering or sleeping. If you live on the ground floor, lock your windows. If you discover that your door or window does not lock, leave a maintenance request to have it repaired.
- Don't leave exterior doors or inner lobby doors propped open when they should be closed. If you find one open, close it.
- Record the serial numbers of valuable objects you have in your room. Engrave such objects with your driver's license number.

- Do not leave jewelry, credit cards or cash in unlocked desks or cabinets.
- Mark clothes with a laundry pen or needle and thread in a spot other than the label.
- Do not allow people you don't know well in your room.

If you see a suspicious person, notify Campus Police immediately, by calling 504.280.6666). Be prepared to give a description of the person and tell where you last saw the person and the direction he or she was headed if applicable. If you live off campus, take the following steps to protect your valuables:

- Lock the doors and windows to your residence whenever you are away and when you are in your residence and may not hear someone enter, such as when you are sleeping. If you have a sliding glass door, secure it further by placing a length of wood in the track on the floor to stop it from opening.
- If your doors do not already have one, talk to your landlord about getting a deadbolt.
- Do not leave valuables and expensive equipment in plain view from the outside.
- If possible, get a dog. If this is not possible, make it appear as if you have a dog. Get a large dog bowl and a large dog chain and keep it in plain view.
- When you are away from your residence, leave your interior lights on. Use a timer if you will be gone for more than one day.
- If there is a Neighborhood Watch in your area, join it. This organization will be able to keep you up to date on criminal activity in your area.
- If you will be gone for several days, inform a neighbor you can trust. Stop delivery of your mail and newspaper. Use light timers in several rooms.
- Record the serial numbers of your valuables. Engrave your valuables with your driver's license number.
- If you have an answering machine, don't leave a message that indicates you are away from home. Simply state that you are unavailable.
- Use outside lights at each entrance to your residence. Make sure the lights are turned off during the day.
- If you see a suspicious person, notify the local police. You can reach the police by calling 911. Be prepared to give a description of the person and tell where you last saw the person and the direction he or she was headed at the time.
- If you do arrive home to find that your residence has been broken into, DO NOT ENTER, but go to a public phone or a neighbor's house to notify police.

Crime Against a Person

Unfortunately, criminals do not always target property, but target people instead. Make sure you take these steps to try to prevent these types of crimes from happening to you.

Protecting Yourself In Your Home

- Keep your doors locked, even when you are in your residence. Do not allow anyone in until you know who that person is. If the person claims to be dorm maintenance or a utility worker, verify that by asking for identification. People who have legitimate reasons to be there will not balk at this.
- If you have an answering machine, don't put your names on your recording. Also, if you and your roommates are female, consider having a male friend leave your outgoing message on your machine.
- If you are receiving threatening or obscene phone calls, contact the Department of Public Safety/University of New Orleans Police or if you live off campus, contact your local police.
- If you notice a person attempting to gain entry to your residence or attempting to look into your residence, call University of New Orleans Police at 504.280.6666. If you live off campus, dial 911. Be prepared to give a description of the person, and where you last saw them and the direction he or she was headed at the time.

Protecting Yourself in Your Car

- Park in well lighted areas, busy areas. Avoid dark secluded areas.
- Always lock your car, even if you are in it at the time.
- As you approach your car, be aware of other people around. If you see someone loitering near your car, do not go to it; instead, walk to an area where there are other people.
- Have your car keys ready. Make sure you don't have to stand by your car fumbling for your keys.
- Before you enter your car, make sure that no intruder is in the car waiting for you.
- If you see another motorist on the road, do not stop to help. Drive to the nearest phone and notify the police.
- While driving, keep valuables out of sight, and not on the seat next to you.
- Consider getting a cellular phone so you can call for assistance in an emergency.
- If you are stranded in your car, do not accept help from anyone. If someone offers help, stay in your car and ask him for help to call the police. Do not accept help from the police unless they are in uniform and driving a marked patrol car.
- If your car is carjacked, give the carjacker your car. Your life and health are worth more than the car.

Protecting Yourself When You Are Out

- Don't carry a lot of cash. Women should carry money somewhere other than their purses. Men should carry their wallets in an inside coat pocket or in a front pants pocket.
- Don't be flashy. Expensive clothes and jewelry can make you a target for thieves.
- Avoid shortcuts through dark, secluded areas. Stay where other people are around. Avoid areas where thieves may be hiding.
- Do not walk alone. If you are on campus, you can call for an escort between dusk and dawn by dialing "3-6666" from any campus phone. If you jog, do not jog alone.
- Walk with confidence. Thieves are more likely to single out those who appear hesitant or unsure of themselves.
- When walking to your house or car, have your keys ready so you will spend as little time as possible in the open.
- If you are being harassed, loudly say "Leave me alone!" If that doesn't stop the harassment, continue to attract people's attention and head towards a store or another place where other people are around.
- If you are confronted, give up your valuables. Nothing is as important as your life.
- Try to stay out of arm's reach of the attacker. Don't let the attacker move you into an alley or car. Your best defense if the attacker persists is to scream and run.
- Consider purchasing a personal alarm or pepper spray for defensive purposes.
- Look into self-defense classes. The University Police offers a self-defense course entitled Rape Aggression Defense (RAD). Other classes may be available throughout the community.

Protecting Yourself Against Sexual Assault

If you are being victimized by a person who is attempting to sexually assault you, take the following steps to stop the assault from progressing. Remember that the goal is survival.

- Stall for time. Figure out your options. Each situation is different. Decide if you will fight, try to talk your way out of the assault, scream, or, if necessary for your survival, submit.
- If you fight, hit hard and fast. Target the eyes and groin.
- Try to dissuade the attacker from continuing. Tell him you have a sexually transmitted disease, tell him you are menstruating, urinate, vomit, or do anything to discourage the attacker.

Protecting Yourself Against Stalking

In recent years society has become more aware of the dangers of stalking. Stalking, under Louisiana law, is repeated harassment that could or does cause the victim to feel intimidated, threatened, or frightened. While it is difficult to prevent stalking from occurring, you can take steps to prevent it from continuing.

- If you are a victim of stalking, report this to University of New Orleans Police or local police department, even if you do not know if you will be filing charges.
- Gather information to help your case, such as taped recordings of threatening phone calls, license plate state and number, description of vehicle, a personal description, and a detailed listing of any contacts the stalker makes with you.
- Follow up in court. Take out an anti-stalking order at your local circuit court, and/or file a civil lawsuit against the stalker for damages resulting from the stalker's behavior.
- If the stalking continues after the anti-stalking order has been sent, contact the police. No method of crime prevention is granted to work 100% of the time. However, in taking these steps, you are removing the opportunity from would be criminals, and you will be less likely to be victimized. Be smart. Learn these steps and make them a habit in your life.

Be a part of Campus Watch and help keep your community safe.

THE IMPACT OF CRIME

After being victimized, most people experience a range of emotions including shock, disbelief, anger, self-blame, and fear. It is important for you to know that what happened was not your fault and help is available. It is important for you to know what resources are available here at the University of New Orleans and in the Metro Area.

The University of New Orleans makes available a brochure to assist crime victims with information concerning available resources.

The brochure can be accessed at: https://www.uno.edu/upd/victim-resources

LOUISIANA CRIME VICTIM BILL OF RIGHTS

As a victim or designated family member of a victim, you may have the right of notification of certain proceedings in the criminal justice system that may affect you. For this registration you must file a Victim Notice and Registration Form with the arresting law enforcement agency, the clerk of court or the prosecuting agency that has jurisdiction over the case. By registering as a victim, you are also entitled to do a Victim Impact Statement. For you to have these Statutory Rights, the defendant must be charged with any homicide, felony crime of violence, vehicular negligent injuring, first degree vehicular negligent injuring, sexual offense, or an attempt thereof.

CRIME VICTIMS BILL OF RIGHTS

The right to reasonable notice and to be present and heard during all critical stages of pre-conviction and post-conviction proceedings.

- The right to be informed upon the release from custody of the escape of the accused or the offender.
- The right to confer with the prosecution prior to final disposition of the case.
- The right to refuse to be interviewed by the accused or a representative of the accused.
- The right to review and comment upon the pre-sentence report prior to imposition of sentencing.
- The right to seek restitution.
- The right to a reasonably prompt conclusion to the case.

As a witness you have many of the same rights given to the victim. For example, the witness has a right to advance notification concerning judicial proceedings and to be provided a secure waiting area during court proceedings, which does not require close proximity to defendants and their family or friends. A crime victim / witness coordinator assists those who have a case pending within the Attorney General's Criminal Division.

If you have been a victim or a witness of a crime and need assistance, contact the:
Louisiana Department of Justice
Attorney General's Office
300 Capital Drive
Baton Rouge, Louisiana 70802, Phone–
225.326.6705
Email – admininfo@ag.state.la.us.

SUPPORT AND RESOURCES FOR CRIME VICTIMS

UNO RESOURSES

Department of Public Safety/University of New Orleans Police
234 Computer Center
504.280.6666

Office of Student Affairs
248 University Center
504.280.6620

Accessibility Services
126E Library
504.280.7327

Counseling Services
226 University Center
504.280.6683

OFF-CAMPUS RESOURCES

New Orleans Police Department
911 (for emergencies)

Jefferson Parish Sheriff's Office
504.363.5500

Metropolitan Center for Women and Children
504.837.5400

Crisis Intervention Hotline
504.269.6273

Rape Crisis Counseling Line
504.837.5400

National Sexual Assault Hotline
800.656.HOPE

Louisiana Domestic Violence Hotline
1.800.411.1333

Louisiana Foundation Against Sexual Assault
Toll Free 888.995.7273

Louisiana State Police
504.471.2775

Bureau of Alcohol, Tobacco and Firearms
888.ATF.BOMB

U.S. Drug Enforcement Administration
504.840.1100

U.S. Postal Inspector
504.589.1200

U.S. Coast Guard
504.589.6225

National Suicide Prevention Hotline
1.800.273.8255

Narcotics Anonymous
504.899.6262

Alcoholics Anonymous
504.838.3399

EMERGENCY ALERT SYSTEM

SHELTER IN PLACE

A Shelter in Place incident is a potentially threatening situation on campus that may involve disasters such as chemical or biological attacks or leaks, natural disasters such as tornadoes or attacks with weapons.

Below are the steps that faculty, staff and students should follow if an incident such as this should occur on the UNO main campus.

A 3-minute siren sound means “take shelter”; a text message will be sent through the Privateer Alerts System and an email message will be sent to all UNO email addresses when the “all clear" is given.

ACTIVE SHOOTER

1. **Warning Siren** - When you hear the official shelter-in-place warning siren, you should:
    a. Direct any non-threatening individuals into your area;
    b. Lock or barricade your area door and windows, if possible;
    c. If you are outside on campus, exit the campus. Entering a building is dangerous as the shooter may be in the building.
2. **Text Message** - If you hear the siren and you are registered for the University’s text messaging service (University Notification System), you should:
    a. Check your text messaging service immediately; silence the ringer on your mobile device;
    b. You will receive a text message indicating the nature of the emergency and what steps to take to protect yourself.
3. **Email Message** - An email message will be sent to all UNO email addresses indicating the nature of the emergency and what steps to take to protect yourself.
    a. Move Away from Doors Windows:
    b. Direct others in your area to move away from doors and windows and stay silent;
    c. Do not open your door for any reason;
    d. Building Coordinators and University of New Orleans Department of Public Safety/University of New Orleans Police will have keys to open doors.
4. **Cover Windows/Turn Off Lights:**
    a. Cover area windows/close blinds (if possible);
    b. Turn off lights.
5. **If You Hear Gunfire:**
    a. Lie flat on the floor and direct those around you to do the same;
    b. Remind everyone to stay silent and silence their ringer on their mobile devices.
6. **Take Roll of Those Present:**
    a. Someone should take roll of everyone present;
    b. Be prepared to provide this information to the Department of Public Safety/University of New Orleans Police.
7. **Stay Where You Are:**
    a. Until an "all clear" email is received or an "all clear" text message is received; or
    b. Until you are given face-to-face instructions by the Department of Public Safety/University of New Orleans Police or a University administrator that the emergency is over.
8. **Do NOT Call the University Police:**
    a. Once the siren has sounded, Department of Public Safety/University of New Orleans Police are aware of the emergency.

b. Only call the Department of Public Safety/University of New Orleans Police if you have a life-threatening emergency or specific information on an immediate dangerous situation to report.

TORNADO

1. **Warning Siren** - When you hear the official Shelter-In-Place warning siren, you should:
   a. If you are outside on campus and you see dark threatening clouds or see an approaching cloud of debris, take shelter in a building.
2. **Text Message -** If you hear the siren and you are registered for the University's text messaging service (University Notification System), you should:
   a. Check your text messaging service immediately;
   b. You will receive a text message indicating the nature of the emergency and what steps you should take to protect yourself;
   c. Direct individuals to the lowest floor of the building.
3. **Email Message -** An email message will be sent to all UNO email addresses indicating the nature of the emergency and what steps to take to protect yourself.
4. **Seek Shelter:**
   a. Shelter should be an interior windowless room/area such as a bathroom or an interior classroom on the lowest floor of the building;
   b. Direct others in your area to move away from doors and windows;
   c. Close and lock or barricade doors if possible;
   d. Kneel or sit facing a wall and cover your head and face;
   e. If you are in a vehicle, seek shelter in a building as soon as possible;
   f. If disabled individuals cannot safely move to the lowest level, assist to an interior room or area away from windows and areas with a large expanse of glass.
5. **If You Are Outside When the Siren Goes Off:**
   a. Move at right angles away from the tornado;
   b. Attempt to reach shelter, such as a building;
   c. If there is no time to escape, lie flat in a ditch or depression.
6. **Areas to Avoid:**
   a. Do not use elevators;
   b. Areas with glass windows or doors, or hallways with windows at either end;
   c. Automobiles;
   d. Areas with large ceiling spans, such as auditoriums and gymnasiums.
7. **Take Roll of Those Present:**
   a. Someone should take roll of everyone present;
   b. Be prepared to provide this information to Department of Public Safety/University of New Orleans Police.
8. **Stay Where You Are:**
   a. Until an "all clear" email is received or an "all clear" text message is received; or
   b. You are given face-to-face instructions by the Department of Public Safety/University of New Orleans Police or a University administrator that the emergency is over.
9. **After the Tornado:**
   a. Watch out for fallen power lines and stay out of the damaged area;
   b. Listen to the radio for information and instructions, if possible;
   c. Use a flashlight to inspect the area for damage;
   d. Do not use candles at any time.

10. **Do NOT Call the Department of Public Safety/University of New Orleans Police:**
    a. Once the siren has sounded, the Department of Public Safety/University of New Orleans Police are aware of the emergency.
    b. Only call the Department of Public Safety/University of New Orleans Police if you have a life-threatening emergency or specific information on an immediate dangerous situation to report.

OUTDOOR – AIRBORNE HAZARDOUS MATERIALS RELEASE

1. **Warning Siren** - When you hear the official Shelter-In-Place warning siren, you should:
    a. Close and lock or secure your door as best as you can.
2. **Text Message** - If you hear the siren and you are registered for the University's text messaging service, you should:
    a. Check your text messaging service immediately;
    b. You will receive a text message indicating the nature of the emergency and what steps you should take to protect yourself.
3. **Email Message** - An email message will be sent to all UNO e-mail addresses indicating the nature of the emergency and what steps to take to protect yourself.
4. **Seek Shelter** - Upon confirmation of an outdoor hazardous materials release.
    a. Central Plant will turn "OFF" all ventilation systems to all the buildings under their control. All other groups on campus that operate their own ventilation systems should do the same. (Locally controlled air conditioners, lab hoods, air circulation fans, etc.);
    b. Do not use elevators;
    c. Direct individuals to a floor above ground level;
    d. Shelter should be an interior windowless room/area such as a bathroom or an interior classroom;
    e. If the room has windows, close and seal them and any doors. Place wet cloth material, i.e., clothing, towel, rags, etc., in the opening between the door and the floor. (Seal all openings as best as you can.);
    f. If disabled individuals cannot safely move to an above ground level, assist to an interior room or area away from windows and exterior walls;
    g. Listen to the radio for information and instructions, if possible.
5. **If You Are Outside When the Siren Goes Off**:
    a. If you see a cloud of smoke or smell any unusual smells, cover your nose and mouth and seek shelter inside of a building. Check your text messages or e-mails to identify the threat and follow the same precautions as above.
6. **Take Roll of Those Present**:
    a. Someone should take roll of everyone present;
    b. Be prepared to provide this information to the Department of Public Safety/University of New Orleans Police.
7. **Stay Where You Are**:
    a. Until an "all clear" email is received or an "all clear" text message is received; and,
    b. You are given face-to-face instructions by the Department of Public Safety/University of New Orleans Police or a University administrator that the emergency is over.

8. **Do NOT Call University Police**:
    a. Once the siren has sounded, University Police is aware of the emergency;
    b. Only call the Department of Public Safety/University of New Orleans Police if you have a life-threatening emergency or specific information on an immediate dangerous situation to report.

9. **When the "All Clear " is Given**:
    a. Ventilate buildings, open windows and doors; turn "ON" all air circulation equipment that was turned "OFF" during the Sheltering-In-Place emergency.

EMERGENCY SITUATIONS

University emergency responses shall in all cases place primary emphasis on the protection of human life. All reasonable efforts shall be made to protect and preserve University property. Recognizing the different kinds of emergency events that could occur and that such events could occur with no prior warning or several days of prior warning, it is the intent of this policy to provide flexibility in determining and implementing emergency responses that are both effective and appropriate. It shall be the function of the Emergency Preparedness Committee to develop a reasonable response plan to emergencies and disasters.

Not all extreme emergencies require or allow for the evacuation of the campus. At times the conditions may require that all persons on the UNO campus seek shelter inside of University facilities. When class cancellation is required and the campus is not being evacuated, students will be asked to follow all requests and directions given by the Department of Public Safety/University of New Orleans Police.

In the event of a major emergency or disaster, the President or his designated representative(s) will decide whether or not to evacuate the campus and cease operations. Announcements will be made to all departments through the Provost and Vice Presidents, following organizational line of authority. The University is large, and no single communication vehicle is sure to reach all students, faculty and staff. A network of notification channels is used during an emergency.

Employees and students should monitor the University web site (www.uno.edu) and electronic news media for announcements of the University closing and reopening. Official notification to the media will be made by the President through the Chief Communications Officer.

All members of the University of New Orleans community are expected to comply with the oral and written instructions of a University official acting within the scope of his/ her duty in a crisis, emergency, or disaster. University officials include, but are not limited to, Department of Public Safety/University of New Orleans Police, faculty members, administrators, and residential life staff members. Compliance shall include providing clear and factual information concerning an individual situation and cooperating in a polite and respectful manner.

Essential Emergency Personnel are made up of; Critical Emergency Personnel, Essential Personnel – LEVEL 1, Essential Personnel – LEVEL 2 and Essential Personnel – LEVEL 3.

PROCEDURES

The University's emergency/disaster response shall place primary emphasis on the protection of human life and all reasonable efforts shall be made to protect University property.

1. **Emergency Response** - As a general policy, fire and police emergencies should be reported to the Department of Public Safety/University of New Orleans Police at 504.280.6666 or extension 6666 when calling from a university telephone. In the event of a medical emergency, individuals are asked to first call **911** for emergency assistance, then to call the Department of Public Safety/University of New Orleans Police at 504.280.6666 so that emergency responders can be guided to the site of the emergency.

2. **Major Disaster Preparedness** - If the University of New Orleans is faced with the prospect of a major evacuation because of a natural disaster or other extreme conditions, it may be necessary to close all the buildings on the UNO campuses and call for an evacuation of the campus.
    a. Regarding hurricanes, there are five stages addressed within the *Hurricane Plan*:
        - STAGE 1 - Pre-Season Preparation;
        - STAGE 2 - Threat Assessment;
        - STAGE 3 - Class Cancellation;
        - STAGE 4 - University Closure; and
        - STAGE 5 - Aftermath (Recovery, Reopening, and Return to Classes).

    Executive Building Managers/Building Coordinators and Department Heads play an important role in the safeguarding of University property and assets throughout the 5 stages. The *Building Coordinator Checklist* and *Department Head Checklist* outline each party's responsibilities during each stage. The scope of departmental/building preparation required depends upon the location of the space, the type of construction of the building, the location within that building and the severity and characteristics of the expected storm. Building Coordinators and Department Heads are encouraged to modify the checklist to address the specific needs of their area.

    In the event of a major emergency or disaster, the President or his designated representative(s) will decide whether or not to evacuate the campus and cease operations. Announcements will be made to all departments through the Provost and Vice Presidents, following organizational line of authority. If deemed necessary, activates the *Extreme Conditions Response Plan*, *Facility Services Building Grounds Emergency Plan*, and *Campus Evacuation Plan*.

    Any announcements as to whether the University will reduce operations or suspend operation because of emergency conditions will be made by the President through the Chief Communications Officer for release to the public media. The announcement shall indicate that all classes, public events, and related activities at the University are suspended and all offices and departments except those previously designated as required for essential operations will be closed that day (or until further notice). The announcement also should specifically indicate that Faculty and Staff are **not to report** to work unless previously and specifically told to do so. Special instructions to Critical Emergency Personnel, Essential Personnel – LEVEL 1, Essential Personnel – LEVEL 2 and Essential Personnel – LEVEL 3 must be included as well.

3. **Remote Classes or Class Cancellation** - We reserve the right to move courses online temporarily or cancel classes. A class cancellation signifies that all classes are cancelled and all students should evacuate all non-housing related campus buildings. University employees will remain at their posts. The Building Coordinators for each building will ensure that all students and visitors have left their buildings. Signs should be posted on all doors leading into the building, indicated that classes have been cancelled. Building Coordinators should inform UNODPSS when all students and visitors have evacuated their buildings. University employees will be dismissed at their supervisor's discretion.

    Any announcements as to whether the University will cancel classes and events (but other operations of the University will continue) because of emergency conditions will be made by the President through the Chief Communications Officer for release to the public media. The Chief Communications Officer will initiate Privateer Alert text and email messages, update the UNO website and the message on the UNO main switchboard (504-280-6000). Special instructions to Critical Emergency Personnel,

Essential Personnel – LEVEL 1, Essential Personnel – LEVEL 2 and Essential Personnel – LEVEL 3 must be included as well.

The standard announcement shall indicate that all classes at the University are suspended that day (or until further notice). In addition, the announcement should make clear that all departmental offices will be open and all employees, including faculty and graduate assistants whose work extends beyond conducting classes, are expected to report to work.

If classes are to be cancelled but all other operations of the University will continue, the announcement shall be: "*All classes, public events and related activities at UNO are suspended today (or until further notice). However, all departmental offices will be open and all employees, including faculty and graduate assistants whose work extends beyond conducting classes, are expected to report to work."*

4. **University Closure** - Any announcements as to whether the University will close because of emergency conditions will be made by the President through the Chief Communications Officer for release to the public media. The Chief Communications Officer will initiate Privateer Alert System, update the UNO website and the message on the UNO main switchboard (504-280-6000). Special instructions to Critical Emergency Personnel, Essential Personnel – LEVEL 1 and Essential Personnel – LEVEL 2 will be included.

   University offices are to be closed and other operations suspended along with the suspension of classes, the announcement shall state; *""All classes, public events, and related activities at UNO are suspended and all offices and departments except those previously designated as required for essential operations will be closed today (or until further notice). Faculty and Staff are not to report to work unless previously and specifically told to do so."*

   All members of the UNO community are expected to comply with the oral and written instructions of a University Official acting within the scope of his or her duty in a crisis, emergency or disciplinary situation. University Officials include, but are not limited to, UNODPSS officers, faculty members, administrators, and residential life staff members. Compliance shall include providing clear and factual information concerning an individual situation and cooperating in a polite and respectful manner.

   - **CAMPUS EVACUATION PLAN -** If a determination is made by the President to evacuate the campus, employees and students will be notified through organizational lines of authority. The news media will be notified through the Chief Communications Officer. Refer to detailed plan in the *Campus Evacuation Plan.*

5. **Re-Opening** - Any announcements pertaining to the re-opening of the University and resuming operations after a period of official closure will be made by the President through the Chief Communications Officer for release to the public media. The Chief Communications Officer will initiate Privateer Alerts text and email messages, update the UNO website and the message on the UNO main switchboard (504.280.6000). Refer to detailed reopening plan in University Services Resumption Plan. .

UNIVERSITY OF NEW ORLEANS DRUG POLICY

DRUG FREE CAMPUS

The University prohibits the possession, use, distribution, transportation or being under the influence of illicit drugs on campus. If a student is found on campus with illegal drugs, that student is liable for sanctions, ranging from probation to expulsion from the University. Other sanctions that may accompany disciplinary status include attending educational seminars, substance use/abuse assessments, and/or community service.
The University policy for students on the possession, use, distribution, transportation or being under the influence of illicit drugs on campus is ground in the Student Handbook and the Student Code of Conduct, the Registered Student Organization Handbook.

The following are considered to be evidence of drug policy violations and sufficient grounds for disciplinary action based on the Student Handbook and the Student Code of Conduct, the Registered Student Organization Handbook, and the Employee Handbook.

- Illegal manufacture, sale, distribution, possession, being in the presence of, or use of narcotics, barbiturates, central nervous system stimulants, marijuana, sedatives, tranquilizers, hallucinogens, any other controlled substances/derivative without a legitimate prescription, and/or other similarly known drugs and/or chemicals. Having drugs in your personal vehicle and residence constitutes possession, regardless of ownership;
- In the presence of illegal drug use;
- Exchange/sale/barter of illegal drugs;
- Deceptive distribution of drugs (doping).

University of New Orleans fully supports the federal and state statutes prohibiting the possession, use, and distribution of illicit drugs on or off campus. Violators of these laws are subject to criminal prosecution, and to disciplinary action by the University of New Orleans.

DRUG FREE WORKPLACE

The University is committed to providing a workplace free from the misuse of drugs or alcohol and seeks to make its employees aware of the dangers of drug and alcohol abuse as well as the availability of drug counseling, rehabilitation, and employee assistance through various communications media available to it. The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance in the workplace is prohibited as is the illegal or unauthorized possession and/or consumption of alcohol. The workplace shall include any location on university property in addition to any location from which an individual conducts University business while such business is being conducted.

The University recognizes that employees may have difficulties with drug abuse, which are not immediately obvious in their job performance, but which they wish to find help in controlling. Employees in this situation may approach their supervisor, the Employee Assistance Program (EAP) Coordinator or the Office of Human Resource Management in confidence for help in obtaining a referral to an independent, professional drug and alcohol counselor.

The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited at the University. Violation of this policy is subject to disciplinary action or termination of employment. Federal law requires that employees working on certain projects who are convicted of any federal drug statute violation on campus must inform the University no later than five days after the conviction, and that the

University must take appropriate action as a result of the information, up to and including termination of employment.

Any employee who may be subject to this reporting requirement should provide any potentially pertinent information to the Office of Human Resource Management so that coverage and appropriate actions may be determined.

SUBSTANCE AND ALCOHOL ABUSE (EMPLOYEES)

It is the policy of the University of New Orleans that the unlawful manufacture, distribution, dispensation, use, possession, trade, or transfer of illegal drugs, the improper use of legal drugs, intoxication or impairment from consumption of alcoholic beverages, or consumption of alcoholic beverages by employees while on duty, or being under the influence of alcohol while on duty is strictly prohibited. This policy applies: during all working hours; whenever conducting business or representing the university; while on call; while on paid standby; while on university property; and at university-sponsored events. Violations of this policy shall result in disciplinary action against an employee, up to and including termination.

As a condition of receiving federal funds, each employee to be engaged in the performance of such a contract shall be given a copy of this policy. Additionally, as a condition of employment, all employees are required to abide by this policy and to notify their department head of any criminal drug statute conviction no later than five days after such a conviction.

SUMMARY OF LOUISIANA DRUG LAWS

GHB and Ecstasy/MDMA – Louisiana Criminal Code, Revised Statute Title 40, Section 966

The possession of GHB or ecstasy/MDMA is punishable by up to 10 years imprisonment and fine up to $5,000 for possession and between 5-30 years imprisonment (at least five without parole) and up to $50,000 fine for the manufacture or distribution of GHB or ecstasy/MDMA.

Marijuana and Synthetic Marijuana – Louisiana Criminal Code, Revised Statute Title 40, Section 966

First offense possession of marijuana or synthetic marijuana is punishable by up to six months imprisonment and fine up to $500. Second offense is punishable by imprisonment up to five years and fine up to $2,000. The manufacture or distribution of marijuana or synthetic marijuana is punishable by imprisonment for between 5-30 years and fine up to $50,000.

Heroin - Louisiana Criminal Code, Revised Statute Title 40, Section 966

The possession of heroin is punishable by imprisonment for between 4-10 years without parole and a fine up to $5,000. The manufacture or distribution of heroin is punishable by between 10-50 years imprisonment (five without parole) and a fine up to $50,000.

Illegal Use of Prescription ADHD Medications (e.g. Ritalin, Adderall) – Louisiana Criminal Code, Revised Statute Title 40, Section 967

The possession of prescription stimulants for nonmedical use is punishable by imprisonment up to five years and a fine up to $5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to $15,000.

Illegal Use of Prescription Pain Medications (e.g. Codeine, Hydrocodone, Oxycodone) – Louisiana Criminal Code, Revised Statute Title 40, Section 967

The possession of prescription pain killers for nonmedical use is punishable by imprisonment of up to five years and a fine up to $5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to $15,000.

Cocaine – Louisiana Criminal Code, Revised Statute Title 40, Section 967

The possession of less than 28 grams of cocaine is punishable by imprisonment of up to five years and a fine up to $5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to $15,000.

Illegal Use of Prescription Anti-Anxiety Medications (e.g. Xanax, Valium) – Louisiana Criminal Code, Revised Statute Title 40, Section 969

The possession of prescription anti-anxiety medications for nonmedical use is punishable by imprisonment of up to five years and a fine up to $5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to $15,000.

SUMMARY OF NEW ORLEANS MUNICIPAL CODE DRUG LAWS

Simple Possession of Marijuana and/or synthetic cannabinoids – New Orleans Municipal Code Section 54-505

a) It shall be unlawful for any person knowingly or intentionally to possess, tetrahydrocannabinol or chemical derivatives thereof, or synthetic cannabinoids, as defined in La. R.S. 40:964, Schedule I, in an amount that would constitute a misdemeanor under state law, unless such substance was obtained directly or pursuant to a valid recommendation or order from a practitioner, or as provided in La. R.S. 40:1046.1, while acting in the course of his professional practice, or as otherwise authorized by law.
b) Upon a first conviction of a violation of subsection (a) of this section with regard to marijuana, tetrahydrocannabinol, or chemical derivatives thereof, except as provided in La. R.S. 40:966(F), upon conviction the offender shall be fined not more than $40.00.
    1) A conviction for a violation of subsection (a) with regard to marijuana, tetrahydrocannabinol, or chemical derivatives thereof, except as provided in La. R.S. 40:966(F), which occurred more than two years prior to a violation of this section shall not be considered a predicate conviction for purposes of determining a "first" conviction under this section.
c) Upon a second conviction of a violation of subsection (a) of this section with regard to marijuana, tetrahydrocannabinol, or chemical derivatives thereof, except as provided in La. R.S. 40:966(F), upon conviction the offender shall be fined not more than $60.00 for each violation.
d) Upon a third conviction of a violation of subsection (a) of this section with regard to marijuana, tetrahydrocannabinol, or chemical derivatives thereof, except as provided in La. R.S. 40:966(F), upon conviction the offender shall be fined not more the $80.00.(e)
e) Upon a fourth of subsequent conviction of a violation of subsection (a) of this section with regard to marijuana, tetrahydrocannabinol, or chemical derivatives thereof, except as provided in La. R.S. 40:966(F), upon conviction the offender shall be fined not more than $100.00 for each violation.
f) Upon conviction for a violation of subsection (a) with regard to synthetic cannabinoids, the offender shall be punished, except as provided for in La. R.S. 40:966(F), as follows:
    1) Upon a first conviction, the offender shall be fined not more than $500.00, confined in the parish jail for not more than six months, or both.
    2) Upon a second conviction the offender shall be fined not more than $750.00, confined in the parish jail for not more than six months, or both.
    3) Upon a third or subsequent conviction, the offender shall be fined not more than $1000.00, confined in the parish jail for not more than six months, or both.

g) This section shall be enforced by use of summons in lieu of custodial arrest, in accordance with section 54-28. Without limiting the mandatory duty imposed by the preceding sentence, an officer shall have the discretion not to issue a summons for violations of this section if he or she reasonably believes that the issuance thereof would not result in a conviction.
h) If a defendant upon whom a fine has been imposed under this section alleges indigency, or otherwise fails to pay the imposed fine, the court must first determine whether the defendant has willfully refused to pay or make bona fide efforts to legally acquire resources to pay; if the defendant has not willfully refused to pay and has made bona fide efforts to attempt to pay the fine, the court shall use its discretion to fashion alternative penalties other than imprisonment, including installment payments or community service. Imprisonment, and/or any other alternative penalties that impose restrictive treatment on defendants greater than they otherwise would have received under this section if not for their inability to pay, are prohibited.
i) In the event that any one or more provisions of this section shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this section. Rather, this section shall be construed and enforced as if such invalid, illegal or unenforceable provision had never been contained therein.
(M.C.S., Ord. No. 24246, § 1, 12-16-10; M.C.S., Ord. No. 26816, § 1, 3-17-16; M.C.S., Ord. No. 28745, § 1, 8-5-21, eff. 9-15-21)

UNIVERSITY OF NEW ORLEANS ALCOHOL POLICY

ALCOHOL POLICY

Under certain conditions, as identified in AP-SA-01.4, Alcohol and Events the University of New Orleans permits the possession, use, or distribution of alcohol on campus. Requests for exceptions to this policy for the service of alcohol or its use in any setting must be approved by relevant campus persons/entities and must comply with the provisions of AP-SA-01.4, Alcohol and Events. Student Organizations must also comply with AP-SA-01.4, Alcohol and Events and the policy on alcohol as referenced in the Student Handbook and the Student Code of Conduct. Exceptions will generally be reserved for formal functions sponsored by the University.

The following behaviors regarding alcohol will be met with disciplinary action by the University in accord with AP-AA-30.4, Alcohol and Events, the Student Handbook and the Student Code of Conduct, and the Employee Handbook:

- Unlawful or unauthorized possession, use, distribution, delivery, sale, or consumption of any alcoholic beverage on Campus or at a university activity or event;
- Public intoxication/drunk in public;
- Unlicensed selling of alcohol;
- Underage consumption;
- Underage possession;
- Consumption that endangers oneself.

Students found in violation of the alcohol policy may be sanctioned through the student conduct process. Possible sanctions include a disciplinary status ranging from Disciplinary Warning to Disciplinary Suspension from the University. In more severe cases, including a history of alcohol policy violations, sanctions may include expulsion from the University. Other sanctions may include but are not limited to required completion of appropriate rehabilitation programs, completion of a brief motivational interview intervention, community service, educational programs or residential relocation.

The legal drinking age in Louisiana is 21. In accordance with the laws of the State of Louisiana, anyone under the age of 21 who purchases, possesses or procures alcohol, misrepresents his or her age, or alters a form of identification with the intent to purchase alcohol may upon conviction be fined, sentenced to jail, or both. Violators of these laws are subject to criminal prosecution, and to disciplinary action by University of New Orleans.

For those of legal drinking age who choose to consume alcohol off campus, the University encourages moderate, responsible use for the safety of self and others.

SUMMARY OF LOUISIANA ALCOHOL LAWS

Misrepresentation of Age to Obtain Alcoholic Beverages or Gain Entry to Licensed Premises Prohibited - Louisiana Criminal Code, Revised Statute Title 14, Section 333

It is unlawful for any person under 21 to present any form of fake identification such as a fraudulent drivers' license or one that is not their own for the purpose of purchasing alcoholic beverages or attempting to enter a bar or restaurant. Punishable by fines up to$200, community service up to 30 hours, and 90 days driver's license suspension.

Purchase and Public Possession of Alcoholic Beverages (Minor in Possession) - Louisiana Criminal Code, Revised Statute Title 14, Section 93.12

It is unlawful for persons under 21 to purchase or have public possession of any alcoholic beverage. Punishable by $100 fine and/or 6 month imprisonment and driver's license suspension for up to 180 days.

Unlawful Purchase of Alcoholic Beverages by Persons on Behalf of Persons Under Twenty-one – Louisiana Criminal Code, Revised Statute Title 14, Section 93.13

It is unlawful for any person not a spouse, parent, or legal guardian to purchase alcohol for persons under 21. Punishable by a $500 fine and/or 30 day imprisonment.

Possession of Alcoholic Beverages in Motor Vehicles – Louisiana Criminal Code, Revised Statute Title 32, Section 300

It shall be unlawful for the operator of a motor vehicle or the passenger in or on a motor vehicle, to possess an open alcoholic beverage container. Punishable by the loss of driver's license and fines up to $100.

Underage Driving Under the Influence – Louisiana Criminal Code, Revised Statute Title 14, Section 98.1

The crime of operating a vehicle while intoxicated is the operating of any motor vehicle, aircraft, watercraft, vessel, or other means of conveyance when the operator is under 21 and the operator's BAC is 0.02% or more. First conviction, punishable by fine of $100-$250, and participation in a court-approved substance abuse and driver improvement program.

Operating a Vehicle While Intoxicated - Louisiana Criminal Code, Revised Statute Title 14, Section 98

The crime of operating a vehicle while intoxicated is the operating of any motor vehicle or other means of conveyance when the operator is under the influence of alcoholic beverages or the operator's BAC is 0.08% or more, any controlled dangerous substance listed in Schedule I, II, III, IV, or V as set forth in R.S. 40:964, a combination of alcohol and one or more drugs which are not controlled dangerous substances and which are legally obtainable with or without a prescription, one or more drugs which are not controlled dangerous substances and which are legally obtainable with or without a prescription.

- First offense is punishable by a fine of $300-$1,000, and 10 day to 6 month imprisonment (exceptions are in place). If the offender has a blood alcohol concentration of 0.20% or more, the violation is punishable with fines of $750-$1000 without benefit of parole, probation, or suspension of sentence,

and suspension of driver's license for 2 years. The offender may apply for a restricted license, but must install an ignition interlock device, which shall remain during the first year of the suspended license.

UNIVERSITY EVENTS AND ALCOHOL

The University of New Orleans is committed to the health, safety, and well-being of each member of the University community. In order to further student learning and promote the University's academic mission, UNO fosters an environment of personal responsibility and respectful citizenship. This means that all members of the University community – students, faculty, and staff - in addition to visitors – have a shared responsibility in safeguarding a healthy learning environment in which inappropriate behaviors and the associated negative consequences of alcohol misuse are addressed in a manner appropriate to the circumstance. The University, as outlined in the following policy, strives to create a culture that supports UNO community members who have made the decision to not use alcohol, as well as encourage, through education, those who choose to drink alcohol to do so in a safe, legal, and responsible manner.

The possession, use, sale, distribution, or manufacture of alcohol may be done only in accordance with the provisions of federal and state laws, local laws ordinances, and University regulations, including this policy. Louisiana state law prohibits the purchase, public possession or consumption of any alcoholic beverage by persons under the age of 21. This policy outlines the specific expectations for serving of alcohol at university events or events that take place on campus.

DEFINITIONS

Alcoholic beverage: beer, wine, or distilled spirits (liquor) as defined by state law.

Alcohol Event Authorization Permit: Student organizations must obtain written permission to serve alcohol at events. The form to request authorization is available in the Office of Student Involvement and Leadership and must be submitted at least two weeks before the proposed organization event.

Employee: Any person having an employment relationship with the University, including but not limited to classified and unclassified staff, faculty, graduate assistants and student employees.

Authorized Vendors/Servers: Caterers who have been licensed by the University to engage in the sale and service of alcoholic beverages on the UNO campus under applicable law and University policy. Requirements for Authorized Vendors/Servers include but are not limited to:

- any required governmental permits or licenses;
- completion of Responsible Alcohol Service Training as required by state law;
- agreement to adhere to University policies and regulations, city ordinances and state laws; (4) UNO required insurance; and
- that Third Party Vendors/ Servers performing such services on the UNO campus must be 21 years or older and may not be members or affiliates of the host/ sponsor organization.

Public possession of alcohol: The possession of any alcoholic beverage for any reason, including consumption, on any street or highway or in any public place or any place open to the public, including a club, which is de facto open to the public.

Purchase: Acquisition by the payment of money or other consideration.

Responsible Parties: The organizational leaders and advisors hosting/sponsoring the event at which alcohol is served.

Student: For the purposes of policy enforcement, the University considers an individual to be a "student" when an offer of admission has been extended and thereafter as long as the student has a continuing educational interest in the University. The term "student" includes individuals who are dually enrolled, visiting, online, and/or non-degree seeking. See AP-AA 38 for more details.

University Approved Sites: Sites designed by the University as approved locations for the service and consumption of alcohol whether as a part of fixed retail food and beverage operations or as professional catered events. These sites are designated for such events: UNO Lakefront Arena, Cove, University Center, and the Alumni and Visitors Center.

GENERAL POLICY

Alcohol

The serving, possessing, and consuming of alcoholic beverages on the campus of UNO may be done only in accordance with the provisions of the state and local laws and ordinances, and applicable University regulations. The following University policies shall apply:

1. No alcoholic beverages may be possessed, distributed, served, or consumed on campus by persons under the age of 21.
2. Persons age 21 or older may possess and consume alcohol at campus events only when the following conditions are met:
    a. when the alcohol is served by a University Authorized Vendor/Server; and
    b. when alcoholic beverages are served and consumed at a University approved site or at an event granted with an Alcohol Event Authorization Permit.
3. The sponsoring organization is responsible for ensuring that members and invited guests display responsible behavior. To that end:
    a. It is prohibited to encourage behavior/activity where there is explicit or implicit pressure or an expectation for anyone to consume alcohol, or where there is no diversion from drinking alcohol, or where lewd, abusive or sexually degrading behavior occurs in conjunction with alcohol consumption.
    b. Activities or events which encourage rapid drinking, drinking games, or drunkenness are prohibited.
    c. Obviously intoxicated persons shall not be admitted or served alcohol at activities or social events.
4. The university cannot take responsibility for monitoring the off-campus environment. The university does, however, expect that all members of its campus community involved in off campus events where alcohol is present take it upon themselves to use this policy as a guide in planning and conducting their events. Student Organizations are expected to be in compliance with their national guidelines and risk management policies. The University may take action against individuals who engage in off-campus consumption of alcohol when it has negatively impacted or threatened to negatively impact the University mission or activities or the health, safety, or welfare of the University community.
5. Tailgating is allowed on campus before and after the game in a manner and in areas deemed acceptable by the University.

REGISTERED STUDENT ORGANIZATIONS EVENTS

In addition to the above policy, the following regulations will govern on-campus student organization events at which alcohol will be present.

An event may be considered a student organization event if one or more of the following occur:

- The event was pre-planned or premeditated (flyers, emails, organization's social media)
- The event was discussed or planned during the organization's meeting
- The majority of the organization's members knew of and/or attended the event
- Organizational resources were used in any way (i.e. entertainment, transportation, food, beverages, advertisement, etc.)
- A significant portion of attendees were invited by members of the organization

In addition, an event could be considered a student organization's event if a non-member perceives the event as being sponsored by an organization.

1. Student leaders of the student organization requesting an alcohol event must submit the Alcohol Policy Acknowledgement form.
2. A contract with the UNO Department of Public Safety and Security (DPSS) must be signed for any on-campus event where alcohol will be served. Security must be present for the duration of the event, including 30 minutes before the start of the event and 30 minutes following the event. UNO DPSS requires at least two weeks' advance notice . The University reserves the right to determine the number of officers/security personnel required for the activity.
3. For off-campus events at which alcohol will be served, local law enforcement or private security agencies must be contracted and a copy of the signed contract must be filed with the Office of Student Involvement and Leadership.
4. Advisors must be present for the duration of the event when alcohol is served.
5. Organizations must provide five non-drinking monitors for the event. The Dean of Students (or designee) may require more non-drinking monitors if deemed necessary. The organization president and other designated officers must be non-drinking monitors.
6. Alcohol may not be purchased with University funds.
7. No organization may co-sponsor an event with an alcohol distributor, tavern, or other business where alcohol is given away, sold, or otherwise provided to those present.
8. A reasonable portion of the budget for the event shall be designated for the purchase of food items. Soft drinks and other non-alcoholic beverages must be available and featured as prominently as the alcoholic beverages.
9. The cost of alcoholic beverages may not be included in the cost of admission ticket or cover charge, or any other assessment required of members or guests. All alcoholic beverages must be individually purchased. Alcohol may not be distributed free of charge by an alcohol company or distributor at any student organization event under any circumstances on campus.
10. Alcohol should not be used as an incentive to participate in a campus event. Advertisement for a party may mention alcohol only in the following manner: "Cash bar available". Advertisement shall mention the availability of food and non-alcoholic beverages as prominently as the alcohol.
11. Alcohol, bar tabs, coupons for free or reduced-priced drinks, etc., may not be awarded as prizes for any raffles or other events.
12. BYOAB (Bring your own alcoholic beverage) events are not allowed.
13. No alcoholic beverages in bulk form (keg, etc.) may be purchased or used. Kegs of beer will not be allowed. Providing a common source of any alcoholic beverage—be it beer, alcoholic punch, or an open bar—implies that it is provided by or on behalf of the organization, regardless of who actually purchased it.
14. All registered student organization events at which alcohol will be served must be registered with the Office of Student Involvement and Leadership in accord with the established policy, procedures and deadlines.

15. Student organizations are only allowed to register/sponsor a total of three (3) alcohol events Sunday through Thursday during each semester. Events on Fridays and Saturdays are not subject to this limitation but are subject to the requirement that they be registered with the Office of Student Involvement and Leadership. No events involving alcohol will be approved for the fourteen (14) calendar days prior to and including finals; this includes the weekend between the two weeks. No events involving alcohol will be approved during any University closure (including but not limited to Fall Break, Spring Break, Thanksgiving, Mardi Gras, semester breaks, etc.)
16. Organizations must use University Dining Services as the Authorized Third Party Vendor for on-campus events on the main campus. Organizations may use servers at the UNO Lakefront Arena if their organizational event is authorized for facilities located at the Lakefront Arena. (In either of these instances, if members of the organization are employed by Dining Services or the UNO Lakefront Arena, these members may not function as a server for the event.)
17. Open parties (those with unrestricted access by non-organizational members, without a specific invitation) shall be prohibited. An exemption to this will be the University – produced entertainment or social events sponsored by the student programming board and tailgating.
18. The sale or serving of alcoholic beverages will end no later than one half hour prior to the scheduled end of the event.
19. Students are governed by the university's Student Code of Conduct and by all other policies that outline student rights and responsibilities. Violations of the Alcohol and Events policy may be referred to the Office of Student Accountability for review and follow up.

ALCOHOL AND ATHLETIC EVENTS

Events should be conducted in an environment that is safe and enjoyable for all. As public events have great potential to attract a variety of spectators, the following policy has been developed for these events.

GENERAL

1. Although tailgating will be permitted on campus, before and after the game, in a manner and in areas deemed acceptable by the University.
2. Consumption of alcohol will be limited to persons of legal age (21 or older).
3. Tailgating will be limited to home game days unless otherwise approved by the Vice President for Athletics and Recreation.
4. For home games that occur during a regular school day, tailgating activities will be allowed after 5:00 p.m. For home games that occur on days when school is not in session, tailgating will be allowed starting 4 (four) hours before the scheduled game.
5. Glass containers of any kind are prohibited.
6. No oversized or common source containers of any sort (including but not limited to kegs, punchbowls, beer balls, party balls) will be allowed.
7. Alcohol drinking games, funneling or any other activity deemed by the University as inappropriate, are prohibited.
8. Individuals(s) or groups engaging in inappropriate or disruptive behavior will be directed by the UNO Department of Public Safety and Security or event management staff to cease and desist from doing so and are subject to University, local or state action.
9. At home games, alcohol cannot be brought into the venue. All persons entering the venue are subject to a reasonable check/search of personal bags, purses, coats, etc. Anyone found in possession of alcoholic beverages (other than those sold in the venue) and/or other items deemed dangerous or inappropriate by the University will be refused admission to the game. Any individual found in possession of said items will be evicted from the venue and will not be allowed to reenter the venue for

the remainder of the calendar day on which the game is held. Alcohol may be purchased inside the venue by those of legal age with valid identification.

10. Cups, containers, ice chests, etc. may not be brought into the venue.
11. Failure to follow these rules and regulations may result in eviction from campus with possible University, local, or state action to follow.

FACULTY, STAFF, OR DEPARTMENTAL CAMPUS EVENTS AT WHICH ALCOHOL WILL BE SERVED

Events serving alcohol must be held at one of the following established university event venues:

- University Center
- The Cove/Sandbar
- Homer L. Hitt Alumni Center
- Library 407
- UNO Athletics venues

Events not held in one of the above established venues may seek permission from the Office of Events and Protocol to serve alcohol. Events must be in compliance with this policy and other venue specific regulations.

EVENTS HOSTED BY EXTERNAL GROUPS

Events hosted by external groups must work with Campus Booking to ensure their events adhere to policy requirements. When alcohol is served at events hosted by external groups, a contract with the Department of Public Safety/University of New Orleans Police must be created. Security must be present for the duration of the event, including 30 minutes before the start of the event and 30 minutes following the event. UNO DPSS requires at least two weeks' advance notice. These events require at least one officer for every fifty (50) people in attendance.

UNIVERSITY STUDENT CODE OF CONDUCT/SANCTIONS

STUDENT CODE OF CONDUCT

Mission and Philosophy

The University of New Orleans is a comprehensive urban research university committed to providing educational excellence to a diverse undergraduate and graduate student body. The University is one of the region's foremost public resources, offering a variety of worldclass, research-based programs, advancing shared knowledge and adding to the region's industry, culture and economy. The University of New Orleans, as a global community asset, serves national and international students and enhances the quality of life in New Orleans, the state, the nation, and the world, by participating in a broad array of research, service learning, cultural and academic activities. The University of New Orleans' core values include a commitment to excellence in intellectual rigor, professional integrity and authentic cultural experience. The university is committed to creating and fostering a community of learners which maintain highs standards of integrity, accountability and respect for others and the university. This purpose forms the aspirational foundation of the "Student Code of Conduct."

The University of New Orleans Office of Student Affairs is committed to an educational and developmental process that encourages the growth and development of the individual student by encouraging accountability, publishing clear behavioral guidelines and balancing the needs of the individual student with the interests of the university community. The student accountability process should not be confused with criminal law proceedings. The Student Code of Conduct is not intended to resemble the policies or procedures of the criminal justice system. The rules of criminal law are neither required nor necessary to achieve the educational goals of the University of New Orleans Student Code of Conduct.

Sanctions applied through this process are intended to prompt students to reflect on their decisions, evaluate their ethical reasoning, and assist them in aligning their behavior with community expectations. Membership in the University of New Orleans community is considered a privilege, and the community standards process will assess whether a student's conduct merits continuation of that privilege.

The University of New Orleans is committed to fostering a community which provides a welcoming environment to people of diverse backgrounds; UNO is a multicultural community composed of diverse students, faculty, and staff. The University of New Orleans does not discriminate on the basis of race, color, gender, age, religion, national origin, citizenship, disability, sexual orientation, genetic information, retirement, veteran status, or gender identity. The university has the legal right and moral obligation to establish reasonable rules for academic and personal conduct, to sanction accordingly, and to deny admission to applicants or continued enrollment to students who do not meet or maintain these standards. The university reserves the right to review any action taken by civil or student accountability authorities regarding UNO students or student organizations.

JURISDICTION

The “Student Code of Conduct” has jurisdiction over the conduct of all students, student organizations and student groups on university property or in connection with official University functions or functions in which the student organization members represent UNO. (See AP-SA-06.2 “Defining Student for University Policy Enforcement.”) Further, the “Student Code of Conduct” may also be applied to behavior conducted online, via e-mail or through other electronic mediums. The University of New Orleans does not regularly search for this information but may take action if such information is brought to the attention of University officials. This includes but is not limited to study abroad programs, national and international campus exchange programs, or other university-sponsored activities.
For example, the campus may choose to exercise jurisdiction over off-campus incidents where the alleged misconduct includes, but is not limited to:

a. Violation of the UNO Policy AP-SA-03.8 UNO on Hazing Prevention and Education;
b. Physical assault, threats of violence, or conduct that threatens the health or safety of any person;
c. Possession or use of weapons, explosives, or destructive devices;
d. Manufacture, sale, or distribution of controlled substances (as defined by the Drug Enforcement Administration);
e. Conduct which would constitute a felony, including burglary, robbery, theft, etc.

In determining whether or not to exercise off-campus jurisdiction in such cases, the university may consider the seriousness of the alleged offense, the risk of harm involved, whether the victim(s) are members of the campus community, whether the same behavior would be considered a violation of the code had it occurred on campus, and/or whether the off campus conduct is part of a series of actions which occurred both on and off-campus.

The procedures outlined in the Code of Conduct may be initiated if a student is accused of behavior that could breach both civil/criminal law and University policy, regardless of any ongoing legal actions in court or criminal investigations and prosecutions. This applies even if a current student is charged with serious violations of civil or criminal law, regardless of when the violation occurred. The conduct process may occur before, during, or after criminal proceedings off campus. Decisions made and sanctions imposed under the "Student Code of Conduct" will not be altered because criminal charges related to the same incident were dismissed, reduced, or resolved either in favor of or against the defendant. The university will cooperate with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by the criminal courts for student violators.

STUDENT ACCOUNTABILITY

Each UNO Student (Privateer) is a Privateer throughout the time in which they meet the university definition of "student" as defined by the university. All students should be reminded, UNO students are Privateers no matter where they are. Each member of the community is responsible for their behavior, both on and off campus. The university does not attempt to define ethical, moral or behavior which exhibits character of high integrity for all students for all situations which may occur during their time as a student. When instances occur where community members engage in behavior that violates the prohibited conduct outlined below, the procedures outlined in the Code of Conduct will be set in motion. These procedures are designed to safeguard the community's interests and address behaviors that do not align with expectations for members of the University of New Orleans community. The university respects the rights of all students to pursue knowledge, engage in debate, and freely express their ideas. Dialogue and differences of opinion are essential elements of academic pursuits, and students will not face disciplinary measures for lawfully expressing their viewpoints.

STUDENT CONDUCT AND AUTHORITY

The authority to administer the day-to-day affairs of the university has been given to the President by the Board of Supervisors of the University of Louisiana System. The President, in turn, has delegated the authority to administer the Student Code of Conduct to the Office of Student Affairs.

FORMAL CONDUCT OVERVIEW

The purpose of this Code is to provide for the orderly administration of the student and student organization accountability process in view of the principle of due process. It is assumed that all persons involved in the accountability process will provide accurate and truthful information. There are two types of due process, substantive and procedural.

DUE PROCESS

Substantive due process requires that all University regulations, rules, and policies governing student conduct and student accountability matters are fair and reasonable. The treatment of students accused of a violation shall be based on the general principle of fair and equal treatment, regardless of race, color, gender, age, religion, national origin, citizenship, disability, sexual orientation, genetic information, retirement, veteran status, or gender identity.

Procedural due process requires that adequate notice and an opportunity to be heard be provided when required by law. Students and student organizations have the right to be presumed "not responsible" and will not be found "responsible" for violating the code of conduct until or unless they admit responsibility or at the conclusion of an Administrative Conference or University Board of Review in which they are found responsible based upon the university's standard of evidence. For cases involving the possibility of suspension of 10 days or longer, the university must establish every element of the alleged violation according to the clear and convincing standard (except in cases involving Title IX and/or Power Based Violence. (see R.S. 17:3394(E)(1)).

Students have the right to request reasonable accommodation due to a disability to allow participation in the process. The Associate Dean or designee must be notified of the request in advance and documentation may be required.

Records generated by the Office of Student Affairs become part of a student's educational record. The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. Please refer here for additional information.

PROHIBITED CONDUCT

Any student alleged to have committed an act of misconduct, including but not limited to the following illustrations of misconduct, is subject to action under the Student Code of Conduct.

A. ***Abusive Conduct***
   1. Behavior by any person that poses a clear and present threat to the health, safety or well-being of any person in the UNO community.

B. ***Abuse of Computers, Technology, and Property***
   1. Any unauthorized use of electronic or other devices to create, make, possess, store, share, or distribute an audio or video recording or photograph of any person while in a location in which a person might reasonably expect privacy (for instance bathrooms, bedrooms, etc.) when such a recording or photograph is likely to cause injury or distress.
   2. Unauthorized use or misuse of University property, including but not limited to the University computer facilities (e.g., access to facilities and/or rooms; access to computers, software, systems, and/or databases; making false entries; unauthorized transfer of a file; defacing or destroying computer information or stored records).
   3. Vandalism, malicious destruction, damage, or misuse of University or private property, including but not limited to University housing facilities.
   4. Misuse or unauthorized use of library materials, including but not limited to theft, vandalism, or malicious destruction.

C. ***Acts of Academic Dishonesty***
   1. Academic dishonesty includes but is not limited to the following acts which may be either intentional or unintentional.
      a. **Cheating**: The act of deception by which a student misrepresents mastery of information on an academic exercise. Examples include but are not limited to copying or allowing someone else to copy from another student; unauthorized use or possession of a textbook or solution guide, electronic device, cellular phone, or other materials or unauthorized devices during an academic exercise; unauthorized collaboration during an academic exercise; unauthorized use or possession of specialty prepared materials such as notes or formula lists during an academic exercise.
      b. **Plagiarism**: The unacknowledged inclusion of someone else's words, ideas, or data or the paraphrasing of someone else's words, ideas, or data as if they were one's own. Examples include but are not limited to copying someone else's phrase or sentence(s) without placing quotation marks around the copied phrases or sentence(s), even when the copied wording is made part of one's own sentence; not supplying proper documentation or bibliographical information for the ideas, arguments, findings, or interpretations of data made by others paraphrased or quoted in an assignment; submitting another person's work as one's own (including but not limited to submitting a paper or report purchased or retrieved from a service or one composed by a tutor, hired writer, student, friend, or relative); and allowing another student to copy one's own work; or writing a paper, report, or any part of an assignment for another student. Using any AI-generated content (such as that generated by language models like ChatGPT) must be authorized specifically and correctly attributed. All source material must be appropriately identified and cited according to the conventions for acknowledging source material. Students are responsible for learning these scholarly conventions. Disregard of proper citation conventions can be considered plagiarism.
      c. **Falsification/Fabrication:** The intentional use of false information or the falsification of research, findings, personal, or University documents with the intent to deceive. Examples include but are not limited to submitting false/inaccurate information as an excuse for an absence or late work submission; substituting for another person or permitting another

person to substitute for one's self during a class or exam; forging proctor information; citing information not taken from the source indicated; listing sources in a bibliography not used in the academic exercise; inventing data or source information; submitting as one's own any academic exercise prepared totally or in part for/by another; submitting work previously used for credit in another course without express permission of the instructor; falsifying or misrepresenting oneself on University related forms and documents.

d. **Other Academic Misconduct**: The actual or attempted tampering or misuse of academic records or materials such as transcripts and examinations. Examples include but are not limited to stealing, buying, or otherwise obtaining all or part of a non-administered test or academic exercise; selling or giving away or engaging in bribery to get all or part of a non-administered academic exercise or any information about it; changing or altering a grade book, test, or other official academic records of the University; entering a building or office without authorization for the purpose of changing a grade or tampering in any way with grades or examinations.

e. **Accessory to Acts of Academic Misconduct:** The act of facilitating, supporting, or conspiring with another student to commit or attempt to commit any form of academic misconduct.

2. Forgery, alteration or misuse of official documents, records or identification cards.
3. Use of another's password, email, or other University sponsored accounts (including, but not limited to, access to Workday.) Conversely, user account information shall not be shared with others. (See AP-AA-24.3 Acceptable Use for Information Technology)
4. Intentionally failing to meet financial obligations to any authorized University office, including, but not limited to, falsely reporting vending machine losses.
5. Falsely reporting hours worked or working hours that are not in compliance with University-policy for student employment. (See AP-BA-23.7 Student Employment.)
6. Dishonesty by providing inaccurate, incomplete, or otherwise deceiving information; knowingly making false statements and/or knowingly submitting false information including, but not limited to, on an admission application, financial aid information, during an Administrative Conference, University Board of Review, or in any document submitted to the University.
7. Tampering with an election of any officially recognized campus activity or organization.

D. ***Alcoholic Beverages Violation***

1. Violation of University alcohol regulations, including underage possession or consumption of alcohol, as well as solicitation of donations or use of alcohol as an enticement to events. (See the Drug Free Schools and Campus Act Notification and UNO Policy AP-SA-01.4 "Alcohol and Events".)
2. Misconduct under the influence of alcohol including but not limited to operating a vehicle under the influence, disorderly conduct by intoxication, and public intoxication.
3. Failure of a student organization to take all necessary steps to ensure that no person under the legal drinking age possesses alcoholic beverages at functions it sponsors or within any property or transportation it owns, operates, and/or rents. (See UNO Policy AP-SA-01.4 "Alcohol and Events".)

E. ***Controlled Substance and/or Drug Violation***

1. Manufacture, distribution, sale, possession or use of illegal drugs and/or paraphernalia. (See the Drug Free Schools and Campuses Act notification.)
2. Distribution, sale or misuse of prescription drugs.
3. Distribution, sale, possession or use of prescription drugs not prescribed to the individual student.
4. Intentionally or recklessly inhaling or ingesting substances (e.g. nitrous oxide, glue, paint, etc.) that will alter a person's state of mind.

5. Misconduct under the influence of a controlled substance, including but not limited to operating a vehicle under the influence, disorderly conduct by intoxication, and public intoxication.

F. ***Disruptive Conduct***

1. Lewd, indecent or obscene conduct including, but not limited to, conduct resulting from drug or alcohol use.
2. Disorderly conduct, including, but not limited to, conduct resulting from drug or alcohol use.
3. Intentionally or recklessly interfering with normal University business or University sponsored activities including, but not limited to, the classroom environment, invited speakers, and research.
4. Causing, inciting, or participating in any disturbance that presents a clear and present danger to others, causes physical harm to others, or damage and/or destruction of property, including but not limited to participating in or inciting a riot.
5. Any significant obstruction or disruption of the on-campus living environment. 6) Disrupting or interfering with University officials acting in the performance of their official duties.
6. Disrupting or interfering with University officials acting in the performance of their official duties.
7. Misuse and/or tampering with any university safety equipment including but not limited to firefighting equipment, fire alarms, smoke detectors, blue light phones, etc.
8. An act which deliberately interferes with the freedom of speech of any member or guest of the university community.
9. Public urination.

G. ***Harmful Behavior***

1. Physical harm or threat of physical harm to any person.
2. Conduct that intentionally or recklessly threatens or endangers the health or safety of any person.
3. Failure to prioritize the health and safety of the campus community. As a result of a declared communicable disease outbreak or pandemic, on campus when in shared, public spaces or where a minimum distance of six (6) feet (or a distance as recommended by latest safety guidelines) cannot be safely maintained, students may be required to wear personal protective equipment in the form of a mask or face covering that covers their nose and mouth and maintain the currently recommended/communicated social distancing guidelines.
4. Intentionally or recklessly interfering with fire, police, and/or emergency services.
5. Disrupting/endangering the safety of the UNO community: e.g., tampering with elevators, tampering with fire safety equipment, falsely reporting a bomb or fire, or engaging in behavior that creates a fire or safety hazard.
6. Unlawful actions or language which depicts, glorifies, encourages, or supports terrorism, or violent actors or acts. This includes true threats as legally defined. (See policy on Freedom of Expression.) In no event shall this provision be used to discipline a student for speech protected by the first amendment of the United States Constitution.
7. Participating in a campus demonstration or assembly that disrupts the University operations or infringes on the rights of others (See policy on Freedom of Expression). In no event shall this provision be used to discipline a student for speech protected by the first amendment of the United States Constitution.
8. Threatening Behaviors: Written, verbal or nonverbal conduct that causes a reasonable expectation of injury to the health or safety of any person or damage to any property; intimidation defined as implied threats or acts that cause a reasonable fear of harm by another; to place another person in reasonable fear or harm through the use of threatening words or conduct. In no event shall this provision be used to discipline a student for speech protected by the first amendment of the United States Constitution.

9. Stalking. Repeated, unwanted conduct toward or contact with another individual, including but not limited to, following someone, lying in wait, persistent presence around an individual, contacting an individual verbally, electronically, via social media or third party over the individual's objection, or threats to an individual or to the individual's family, friends, or property, that would cause a reasonable person fear or substantial emotional distress. (For stalking based on sex or gender, please see Sexual Harassment.)
10. Malfeasance: Misuse, malfeasance, or misconduct in an appointed or elected office or role in an on-campus job, student organization or university committee.

H. ***Failure to Comply***

1. Failure to comply with University officials acting in the performance of their official duties.
2. Abuse or blatant disregard of the Student Conduct system, including but not limited to failure to comply with the terms of any University sanction, disrupting a University Board of Review or Administrative Conference, or interference with any witness.
3. Retaliation: Acts or attempted adverse acts for the purpose of interfering with any report, investigation, or proceeding, or as retribution or revenge against anyone who has reported a violation of the Student Code of Conduct who has participated (or is expected to participate) in any manner in an investigation or proceeding. Prohibited retaliatory acts include but are not limited to: intimidation, threats, coercion, or discrimination. While reporting individuals and respondents are not themselves barred by FERPA from sharing the results of the disciplinary process, they may not do so in an unreasonable manner with the intention to harm or embarrass another, or in a manner that would recklessly do so regardless of intention. Such disclosure is a form of retaliation that may be sanctioned through a separate charge under the code of conduct.
   a. An "attempt" requires a substantial step towards committing a violation.

I. ***Harassment***

1. Any unwelcome and objectively offensive (both from the victim's perspective as well as from the perspective of a "reasonable person") verbal, physical, or nonverbal conduct that is so severe, pervasive, and objectively offensive that it unreasonably interferes with an individual's work or education activities, and which creates a hostile environment that it effectively denies an individual equal access to an institution's resources and opportunities because of the person's membership in any protected class or category including sex, sexual orientation, gender, gender identity, gender expression, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion or other protected status. (See AP-OP-28.4 "Prohibiting Power-Based Violence and Sexual Misconduct", the Resolution Process Procedures for Alleged Violations of the Policy Prohibiting Power Based Violence and Sexual Misconduct, and AP-BA-32.8 "Discrimination, Harassment and Retaliation".)

J. ***Hazing***

1. Hazing includes any act associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization that is intended to hurt or to humiliate physically or mentally, or otherwise negatively impact a students' daily life or academic success, regardless of willingness to participate. Hazing can also be associated with any act that is a requirement for new or potential members to do things that established members are not required to do. (See AP-SA-03.8 "Hazing Prevention & Education")
2. Any intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against another when both of the following apply:

a. The person knew or should have known that such an act endangers the physical health or safety of the other person or causes severe emotional distress.
b. The act was associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization.

3. Hazing shall not include a physical activity that is normal, customary, and necessary for a person's training and participation in an athletic, physical education, military training, or similar program sanctioned by the postsecondary education institution. For complete information, please refer to the Hazing Prevention and Education policy.

K. ***Sexual Harassment***

1. The Department of Education's Office for Civil Rights (OCR), the Equal Employment Opportunity Commission (EEOC), and the State of Louisiana regard Sexual Harassment, a specific form of discriminatory harassment, as an unlawful discriminatory practice.
2. The University prohibits discrimination on the basis of sex, sexual orientation, and/or gender in any University program or activity. Sexual misconduct, including sexual harassment, sexual assault, sexual violence, and sexual exploitation, is a form of sex discrimination and is prohibited by this Policy. Interpersonal violence, including dating violence, domestic violence, and stalking, is also prohibited by this Policy.
3. Sexual Misconduct, also called Power-Based Violence, is a sexual act or contact of a sexual nature that occurs, regardless of personal relationship, without the consent of the other person(s), or that occurs when the person(s) is unable to give consent or whose consent is coerced or obtained in a fraudulent manner. For the purpose of this Policy, sexual misconduct includes but is not limited to dating violence, domestic abuse, family violence, sexual assault, sexual exploitation, sexual harassment, stalking, and cyberstalking as well as conduct prohibited by Title IX. Examples of sexual exploitation include, but are not limited to, non-consensual observation of individuals who are undressed or engaging in sexual acts, non-consensual audio- or videotaping of sexual activity, prostituting another person, allowing others to observe a personal consensual sexual act without the knowledge or consent of all involved parties, and knowingly exposing an individual to HIV without that individual's knowledge.
4. Incidents that fall under Title IX jurisdiction must be addressed using "Process A", as outlined in the Policy Prohibiting Power-Based Violence and Sexual Misconduct and the Resolution Process for Sex Discrimination, Sexual Misconduct, and Interpersonal Violence. "Process B", or the alternative grievance process, is a method of formal resolution designated by the University to address Power-Based Violence and Sexual Misconduct that fall outside the scope of Title IX jurisdiction. (See AP-OP-28.4 "Prohibiting Power-Based Violence and Sexual Misconduct", the Resolution Process Procedures for Alleged Violations of the Policy Prohibiting Power Based Violence and Sexual Misconduct, and AP-BA-32.8 "Discrimination, Harassment and Retaliation".)

L. ***Trespassing or Misuse of Facilities***

1. Misuse or unauthorized use of any facility or University grounds.
2. Unauthorized entry or attempted entry into any facility or University grounds.

M. ***Use or Possession of Weapons and/or Dangerous Materials***

1. Possession, use, or threatened use of dangerous items including but not limited to firearms, compressed-air guns, pellet guns, tasers or other weapons except as expressly permitted by law. (See Weapons on Campus Policy)
2. Possession, storage or use of dangerous materials including but not limited to fireworks, explosives, chemical, or hazardous batteries (i.e., Li-Ion or LiPo batteries found in hoverboards, E-

scooters, and E-bikes) which are corrosive or explosive on university owned or affiliated property except as expressly permitted by law and in accordance with known safety protocols.

3. Any object not mentioned above used to intimidate, threaten, harm, and/or provide force can be considered a weapon under this provision.
4. Use of a weapon to intimidate, threaten, or harm another person. The possession of pepper spray for personal protection is permitted; though a violation of this policy includes the misuse of pepper spray in a manner that causes or threatens serious harm to the safety and security of others.

N. ***Violation of other published University policies, rules, or regulations***

1. Failure to follow any University Residential Life or Privateer Place policy and/or regulation.
2. Violation(s) of student organization rules, as stated in the group's constitution, Student Organization Handbook, and/or Student Handbook by any student organization or member of a student organization.
3. Violation of any other University policy or regulation.
4. Accessory to any violation of the Student Code of Conduct or other University policy or regulation.
5. Violation of federal, state, and/or local laws, such as but not limited to:
   a. Violation of the Louisiana Smoke-Free Air Act, which prohibits the use of all tobacco products, including but not limited to electronic cigarettes, electronic nicotine delivery systems, any inhaler meant to simulate and substitute for tobacco smoking in any form, and chewing tobacco in any University facility, on University grounds or in a private vehicle on University grounds. Smoking means inhaling, exhaling, burning, carrying, or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco, and any other lighted combustible plant material. (See AP-OP-04.4 “Tobacco Free Campus”.)
   b. Theft, fraud, shoplifting, embezzlement, or possession of stolen property (including buying and receiving stolen property).
   c. Littering or other actions which endanger the environment.
   d. Gambling in violation of law.
   e. Unauthorized release of private and confidential information from student, faculty, or staff records, such as health, educational, or financial information unless permitted by law.
   f. Attempt to commit or the commission of a violation of any local, state, and/or federal ordinance or regulation.
   g. Attempt to commit or the commission of any local, state, or federal crime. Actions encouraging, offering, soliciting, or that constitute illegal activity are prohibited. It is not necessary that the student be charged or convicted of a crime or violation in order for the reported conduct to be addressed through the Code of Conduct.

STUDENT ORGANIZATION OFFENSES

A student organization may have a complaint brought against it for a violation of the Student Code of Conduct. A student organization and its officers may be held collectively and/or individually responsible for violation(s) of the code. The alleged violation may take place either during an event sponsored by the organization or by an individual representing that organization.

Student organizations are responsible for compliance with the Code and with University policies. Upon determination using the appropriate standard of evidence that a member who has violated the code had the knowledge and/or consent of his student organization officers or that the member acted in concert with at least four other members of the student organization, both the student organization and the individual members involved may be subject to University sanctions.

The following rights will be afforded to student organizations:

1. The student organization president or designee must be given reasonable notice of the complaint in accordance with the Code. The president or designee is then required to represent the student organization in any proceedings. Failure of the president or designee to appear on behalf of the student organization will not prevent the disposition of the case.
2. The student organization's president or designee shall be afforded all procedural rights of the code.
3. Any individual who accepts an invitation to join any fraternity or sorority may be subject to individual fraternity or sorority and/or Greek governing structure sanctions in addition to University sanctions for group or individual offenses.

SUPPORTIVE MEASURES

Supportive measures are non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the parties to restore or preserve access to the University's education program or activity, including measures designed to protect the safety of all parties or the University's educational environment, and/or deter sexual harassment, sex discrimination, and/or retaliation.

This following measure may be implemented to allow parties involved to each feel safe from sources of conflict, potential or perceived conflict:

- **University No-Contact Directive**: Prohibits named students from contacting, emailing, telephoning, or otherwise disturbing each other in situations where there is reason to believe that an alleged violation of harassment policies, a physical altercation, and/or Sexual Harassment may have occurred. The University No-Contact Directive can be issued to one/all parties involved. The University No-Contact Directive may not be construed as a finding of responsibility on the part of any student when issued during an investigation or as an interim action.
- This Directive can also be implemented as a sanction when there is a finding of responsibility for Code violations.
- Other supportive measures include, but are not limited to, counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus.

AMNESTY FOR VICTIMS AND WITNESSES

The University community encourages the reporting of misconduct and crimes by victims and witnesses. At times, victims or witnesses are hesitant to report to University officials or participate in resolution processes because they fear that they themselves may become a Respondent to policy violations such as underage drinking at the time of the incident. It is in the best interest of this community that as many victims as possible choose to report to University officials, and that witnesses come forward to share what they know. To encourage reporting, the University pursues a policy of offering victims of misconduct and witnesses amnesty from most policy violations related to the incident.

Sometimes, students are hesitant to help others for fear that they may get themselves in trouble. For example, a student who has been drinking underage might be hesitant to call 911 or Department of Public Safety/University of New Orleans Police for help for someone in medical crisis due to their own illegal or over consumption of alcohol. The University pursues a policy of amnesty for students who offer help to others in need. While policy violations cannot be overlooked, the University may provide educational options to those who offer their assistance to others in need.

The amnesty provision aims to remove the barriers that may prevent any student from seeking emergency medical attention by providing an opportunity for the University to intervene in a caring and non-punitive manner. The goal is to reduce the potential risk of alcohol and/or drug related injuries or deaths and increase the likelihood that students will seek medical attention in crisis situations.

A student who seeks emergency medical attention (or who has emergency medical attention sought on their behalf) for drug or alcohol related consumption, will not be sanctioned for violating drug and alcohol policy violations found in the Student Code of Conduct related to that incident, as long as the student completes the following requirements:

1. Participates in an initial meeting with staff from the Office of Student Affairs, and
2. Completes all recommendations from the Office of Student Affairs staff, or designee, and
3. Submits proof of completion of all recommendations, within the period designated by the Office of Student Affairs at the initial meeting.

A bystander student who has engaged in drug or alcohol consumption and who seeks emergency medical attention for someone else or tries to actively engage in assistance for someone else for that person's drug or alcohol related consumption will not be sanctioned for violating drug and alcohol consumption prohibitions found in the Student Code of Conduct related to their own consumption but may be required to meet with staff from the Office of Student Affairs.

- The University will not pursue any disciplinary action related to any drug or alcohol consumption against any student who has been sexually assaulted or sexually harassed for their use of drugs or alcohol at the time of the sexual assault or sexual harassment. The amnesty policy will only apply to a student who seeks emergency medical attention before police or University employees or agents take any official action or intervention related to the drug or alcohol consumption.
- The amnesty policy does not preclude action regarding other violations of the Student Code of Conduct.
- The amnesty policy only applies to the University's student disciplinary system for violations of the Student Code of Conduct. This policy does not apply to any criminal, civil or other legal consequence for violations under Federal, State or local law.

If a student is involved in repeat alcohol and/or drug abuse incidents, the following will occur:

1. The situation will be evaluated to determine if the student qualifies for amnesty.
2. The availability of amnesty for students with repetitive violations will be determined on a case-by-case basis.
3. Situations will be handled through the regular conduct process and will be considered for sanctioning purposes if a student does not demonstrate a commitment to the recommended steps and is involved in repetitive alcohol and/or drug abuse incidents.
4. For students who reside in on-campus housing, Residential Life will determine the impact the incident(s) has on their housing contract, if any.

INTERIM MEASURES

The University has the right to take reasonable interim measures necessary to ensure the physical safety of members of the campus community during a timely investigation and resolution of a student conduct issue which include, but are not limited to, the ability to make adjustments in student housing arrangements, class schedules, campus employment assignments, interim suspension, interim removal from University Housing, or interim prohibition from attending classes on campus.

A student subject to interim measures shall be given prompt notice of the interim measures, the duration of the interim measures, and the opportunity for a prompt review of those measures.

A review of the interim measures must be scheduled within seven business days of the written notice to the respondent, unless otherwise waived by the respondent. The interim measure review will determine whether there is substantial evidence that the respondent poses threat to the good order of the University or to the physical safety of a member of the campus community and that the interim measure is appropriate to mitigate that specific risk.

At the review, both the respondent and the complainant/alleged victim will have the right to be represented by an advocate as defined. If the respondent does not appear at and participate in the review hearing, the university will assume the student is waiving their right to a review and the interim suspension may remain in place. The respondent's waiver of the right to an interim suspension review shall not constitute an admission of responsibility or a waiver of any additional rights provided.

The university personnel conducting the interim measure review may consist of the Associate Dean and at least two other representatives from offices such as, but not limited to, Office of Student Affairs, Counseling Services, Office of Disability Services, and members of the University Board of Review. The student may present any information to the board that he or she deems relevant, including name(s) of witnesses provided by both the respondent and complainant. After meeting with the respondent and complainant (victim), reviewing all pertinent information, and interviewing witnesses, the student and complainant (victim) will be notified in writing of the decision on the interim measures within three (3) business days.

FORMAL CONDUCT PROCEDURES FOR VIOLATIONS OF THE CODE OF STUDENT CONDUCT

The university invites students/groups to participate fully in all aspects of the accountability process. If a student/student organization elects not to participate in any part of the process (e.g., submitting a written statement or participating in any meeting), the scheduled conduct meeting may proceed without benefit of that student's/group's input. The student/student organization will be held accountable for any outcome decision and corresponding sanctions issued, if any, as a result of a meeting in which they elected not to participate.

Students have the right to request reasonable accommodations on the basis of a disability in order to allow for participation in the process. These requests must be made in advance of any scheduled meeting and appropriate documentation supporting the request must be submitted.

A pre-conference meeting may be held with the Respondent and the Conduct Officer at the request of the Respondent. This meeting is held to explain the procedures and allow the Respondent to view the documentation supporting the complaint. This meeting will take place prior to the Administrative Conference or a Board of Review so that the Respondent has adequate time in which to prepare.

Administrative Conferences and Board of Review Meetings (as described below) may be held in person or virtually using video conference software. Guidelines for virtual meeting attendance will be sent to participating parties, and may include the following:

1. When logging into the online video conference, faculty, staff and students must use their UNO account. Be sure that the username presented is your name (for example, "Frederick Jones" instead of "therealfj00").

2. For meetings, you will be required to use a webcam—during meetings you will need to be visible. During the meeting, please do not wear sunglasses or other garments (unless for religious or medical purposes) that otherwise conceal you.
3. Please set up in a private room and remain seated during the meeting. Moving or walking around while the meeting is taking place is disruptive and distracting. No meetings will proceed if the participant is in a moving vehicle.
4. If there is a concern about having the webcam on for the duration of the meeting, please contact the Associate Dean or designee to discuss in advance of any scheduled virtual meeting.

ADMINISTRATIVE CONFERENCE

The purpose of an Administrative Conference is to resolve alleged violations in an informal setting. Administrative Conferences can be held to resolve violations of the Student Code of Conduct that would not result in suspension or expulsion (those cases will be heard by the University Board of Review). After a written complaint has been submitted, the Respondent will be notified in writing (via UNO email) of the complaint within a reasonable time. In addition, the Respondent will be emailed or otherwise provided with the Student Code of Conduct. The Conduct Officer shall review the respondent's class schedule to schedule the administrative conference at a time which does not conflict. Should the respondent need to reschedule the administrative conference, they must send the request to reschedule 24 hours prior to the administrative conference. Failure to attend the administrative conference does not halt the student conduct process.

A pre-conference meeting may be held with the Respondent and a Student Affairs staff member at the request of the Respondent. This meeting is held to explain the procedures and allow the Respondent to view the documentation supporting the complaint. This meeting will take place prior to the Administrative Conference or a Board of Review so that the Respondent has adequate time in which to prepare.

An Administrative Conference may consist only of the Respondent (and support person, if applicable) and the Associate Dean or designee, but in some cases, the Complainant may be called to participate if appropriate. If the respondent accepts responsibility for the alleged violation(s), the conduct officer will sanction the respondent as part of the administrative conference.

If the respondent does not accept responsibility for the alleged violation(s), based on the standard of the evidence, the Associate Dean or designee will determine whether the student violated policy. After determining responsibility, the Associate Dean or designee will decide the appropriate sanction(s) if there is a finding of responsibility.

A written outcome letter, including the findings and sanction(s), if any, will be prepared and sent to the Respondent via email promptly.

If the Respondent does not attend the scheduled Administrative Conference and does not provide a satisfactory explanation/documentation of their absence due to circumstances beyond their control at least 24 hours in advance, or if the respondent leaves the Conference prior to the end of the meeting, the Conference will proceed and a finding will be made based on the information available at that time.

ADDITIONAL PROCEDURES FOR VIOLATIONS WHICH CARRY A PENALTY OF SUSPENSION OF TEN (10) OR MORE DAYS, DEFERRED SUSPENSION, OR EXPULSION

The University Board of Review will be convened in cases in which, if the student is found responsible, may likely result in the sanction of suspension or expulsion.

UNIVERSITY BOARD OF REVIEW

Composition

The minimum number of Board members required to hear a case shall be no less than four Board members (three voting members and one administrative chair) unless the case involves allegations of Sexual Misconduct. The Associate Dean or designee shall serve as a non-voting member and Chair of the Board. The Associate Dean or designee shall try to include a student as a board member.

Faculty, staff, and student members may volunteer to serve on the Board of Review. Faculty and staff may also be chosen from a pool of names submitted by Academic Deans, University departments, and by the Student Government. Faculty members may also be drawn from the University Senate Subcommittee on Academics. To be eligible, students may not be on academic probation or under any current University disciplinary sanction. Board members are required to participate in training through the university's online training platform (SUNY Student Conduct Institute).

University Board of Review Procedures

Any student or student organization officially recognized by the institution that is accused of a violation of the disciplinary or conduct rules that carries a potential penalty of suspension of ten or more days, deferred suspension, or expulsion* has the right to be represented, at the student's expense, by an attorney or non-attorney advocate who may fully participate during any disciplinary proceeding or other procedure adopted and used by the affected institution, including the appeals process, to address an alleged violation of the institution's non-academic rules or policies. This right applies to both the student who has been accused of the violation and to the student who is the alleged victim, if applicable. Prior to scheduling a disciplinary proceeding, the institution is required to inform the students in writing of their rights provided by this section.

A student or student organization subject to a charge or disciplinary proceeding by the institution is entitled, upon receiving notice of the charge, to notice of any and all violations of the institution's non-academic rules or policies and the disciplinary proceedings or charges that will occur as a result.

When a violation is subject to the sanction of suspension of ten or more days or expulsion, or when a violation by a student organization is subject to the sanction of suspension or removal of the organization from the institution, the disciplinary procedures include the following:

1. The accused student or organization is afforded the express presumption of innocence and set forth that he or the organization may not be deemed guilty of the violation until the student, or the organization formally acknowledges responsibility or conclusion of a hearing where the institution has proven every element of the alleged violation using a standard of "clear and convincing".
2. The institution will maintain an administrative file of disciplinary proceedings. The file shall include all documents and evidence in the institution's possession or control relevant to the alleged violation and the institution's investigation including but not limited to exculpatory evidence, documents submitted by any participant, and the institution's choice of a video recording, audio recording, or transcript of any disciplinary hearing ultimately held in the matter. The file shall not include privileged documents or internal memorandums that the institution does not intend to introduce as evidence at any hearing on the matter.
3. Provide both the accused student or organization and the alleged victim reasonable continuing access to the administrative file and the ability to make copies of all evidence or documents in the file beginning at least seven business days prior to any disciplinary hearing, or sooner if otherwise specified under federal law, except that individual portions of the administrative file shall be redacted if disclosure of the evidence is required by law.

4. Ensure that all disciplinary proceedings are completed free from conflicts of interest by ensuring no commingling of administrative or adjudicative roles. For purposes of this paragraph, an institution shall be considered to commingle such roles if any individual carries out more than one of the following roles with respect to any disciplinary proceeding:
    a. Victim counselor and victim advocate
    b. Investigator
    c. Institutional prosecutor
    d. Adjudicator
    e. Appellate adjudicator

The Order of the Board Review

1. The University Board of Review will convene and review all written information. If the respondent or complainant has written information to share with the Board of Review, it must be submitted two (2) business days prior to the scheduled Board of Review. It is the responsibility of each party, at their expense, to supply each Board of Review member with a copy (copies for the Board of Review and a copy or copies for the Respondent/Complainant); electronic submission via UNO email is preferred.
2. The Board of Review will conclude its executive session and admit both the respondent and complainant to the room. Both the respondent and complainant (where applicable) will be present during the questioning. Support Persons and Advocates (as defined) will also be admitted.
3. The complainant may make a statement to the Board of Review about the reported incident or event.
4. The respondent may make a statement concerning the incident or event.
5. The University Board of Review members may ask questions to the respondent and complainant. The Advocates may also question the respondent and complainant. Both the respondent and the complainant may question each other by directing questions through the chair.
6. The chair has the authority to decide whether the questions are germane to the case. Also, questions about any written information submitted to support the allegation may be raised even if the author is not present.
7. Witness(es) for both the respondent and complainant will be called into the room (or virtual meeting space alternative if the Board of Review is conducted wholly or in a hybrid manner online) one by one to provide information supporting or refuting the alleged violations. The Board of Review members may ask questions of the witnesses. The Advocates may ask questions of the witnesses. Both the respondent and the complainant may question witness(es) by directing questions through the chair.
8. The respondent, complainant, and the witnesses may refuse to answer any question if the answer could lead to violations of this code or to violations of local, state, or federal laws. The Board will not make any assumptions based on a student's refusal to answer a question.
9. The respondent and complainant may each make a closing statement.
10. The Chair may call the Board of Review into executive session at any time to discuss a procedural matter.
11. After all statements have been made and all questions asked by the Board of Review, all non-Board of Review members will be excused, and the Board of Review will go into executive session. At that time, the Board of Review will decide what actions were taken by the respondent and based on that information determine whether the respondent is responsible for violation of the code of conduct. The decision will be based on the information submitted at the Board of Review. The University Board of Review's determination of responsibility shall be made based on a clear and convincing standard of evidence.
12. If the respondent has been found in violation and has had accountability action taken and/or sanctions imposed in the past, the chair will inform the Board of Review of such in order that this history can be considered when recommending a sanction. If the Board of Review finds that a violation was

committed, the Board of Review will submit notice of appropriate sanction(s) to the Associate Dean or designee. If the recommended sanction is suspension or expulsion, the Board's finding must be unanimous; if other sanctions are recommended, a majority vote is necessary.

13. The Chair shall prepare a written finding from the Board of Review including the Board of Review's rationale. Within five (5) business days following the Board of Review, the Associate Dean or designee will email the notice of finding to the respondent. The appeal date is established by the date that the decision is emailed. Appropriate University offices will be notified of the imposed sanction after the appeal deadline has passed.
14. In cases involving sexual harassment or actions of violence, the Complainant is notified of the sanction(s) as well. Upon written request, UNO will disclose to the Complainant/victim of a crime of violence, or a nonforcible sex offense, the results of any proceeding conducted against a student who is the alleged perpetrator of such crime or offense (respondent). If the complainant/victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the Complainant.

All proceedings of the Board of Review are officially recorded except for executive sessions. No other recording devices may be used during the Board of Review. The respondent may request to review the official recording of the Board of Review. The recording will be kept in the Office of Student Affairs for at least 7 years after the last date of the student's attendance and indefinitely if the sanction is expulsion. The recording is destroyed if the student is not found in violation of the Student Code of Conduct except in cases involving Sexual Misconduct.

APPEAL PROCESS

The respondent may file a written appeal of the decision of a finding of responsibility and ensuing sanctions to the Dean of Students, or their designee, within ten (10) business days from the date of the emailed decision. Only in cases heard by the University Board of Review involving sexual misconduct can the complainant (victim) also appeal the written decision to the Dean of Students, or their designee, within 10 business days from the date of the emailed decision. The appeal is processed through the Office of Student Affairs; therefore, all appeals should be submitted by the student using their UNO email address to studentaffairs@uno.edu.

Filing a letter of appeal is a formal written request and must contain the student's name, the date of the decision, the university's action taken, and a clear statement of the appeal's basis

An appeal may be considered only if one or more of the following applies:

a. New information is submitted which could substantially impact the original finding or sanction, because such information was not known to the person appealing at the time of the Administrative Conference or University Board of Review.
b. Contradictory evidence.
c. A procedural error or irregularity occurred which could substantially impact the original finding or sanction.
d. The Title IX Coordinator, Investigator(s), or Hearing Panel member(s) had a conflict of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.

If the appeal is granted by the Dean of Students, the following actions are available:

a. Uphold the decision including the sanctions imposed.
b. Uphold the decision but impose different sanctions.

c. Resubmit the case to the University Board of Review for a new Board of Review or with specific instructions. This option may be used in cases involving a procedural error or when additional information has become available.
d. Reverse the decision.

The Dean of Students will, in writing, inform the parties involved of the appeal decision within ten (10) business days of receiving the appeal.

The sanctions will not take effect until after the appeal is finalized unless it is determined by university officials that the student's presence on campus poses a threat of danger to persons or property or is an ongoing threat to the academic process or the safety of the UNO community.

A student may appeal to the Board of Supervisors if the sanction is one of suspension from the University for a period of one academic year or if the sanction is of greater severity. For appeals regarding less severe sanctions, the final appeal shall be at the University level. If the student chooses to appeal to the Board of Supervisors after all administrative procedures have been exhausted at the University level, the appeal must be submitted within 30 calendar days of the University's decision. The Board of Supervisor's review is limited to a determination of compliance with established and appropriate procedures at the University level. The student shall be notified of the Board's decision.

If the sanction of suspension or expulsion is enacted prior to the conclusion of the appeal process, and if the appeal results in the reversal of the decision or a lessening of the sanction, the University shall reimburse the student for any tuition and fees paid for the period of suspension or expulsion which had not been previously refunded, if applicable.

CONDUCT SANCTIONS

Sanctions may be imposed upon any student or student organization found responsible for violation of the Code. The most severe sanction, including suspension, denial of a degree or expulsion, can be imposed upon the first finding of responsibility for violation of the Code.

Conduct Admonition: The student or student organization is given written notice that their conduct is in violation of university policies, rules or regulations. Future violations of the code may result in the imposition of additional sanctions.

Fines and Other Fees: Use of Tobacco Products or E-cigarettes on Campus (after being issued a warning): $50.00 or 10 hours of monitored community service at the University. (see Tobacco Free Campus)

Restitution: The student or student organization is required to replace (at replacement cost) or restore damaged, stolen, or misappropriated University property. In cases involving damage, theft or misappropriated property of another individual, a student may be required to demonstrate proof of restitution.

Fine: A fine assessed by the University for a finding of responsibility or a fine paid by the student/student organization for participation in an online course or workshop as part of a sanction.

Educational Project, Workshop, or Course: This may include the assignment of a research paper, participation (cost, if any, will be borne by the student) in an online educational program relevant to the issue, or other assignment or workshop relevant to the violation(s) of the Student Code of Conduct.

Grade of 'F' or Zero on an Assignment: When a student is found responsible for an act of academic misconduct on an academic exercise. This grade cannot be dropped in the calculation of the final grade.

Grade of 'F' for a Course: When a student is found responsible for an act of academic misconduct on an academic exercise that compromises the overall learning outcomes for the course.

Loss of Privileges: The student or student organization will incur the loss of one or more privileges, such as, but not limited to, on-campus employment, representing the University in any official function or leadership position (e.g., athletics, student leadership position, cheerleader, membership in any registered student organization or holding of an elected office in any registered student organization); entering or being in specific locations (e.g. a residence hall or other facility); and/or engaging in specified activities on campus.

Organization Loss of Privileges (limited): The student organization loses all campus privileges and must completely cease all social and community activities for a specific period of time and/or until specific conditions are met. Business operations, such as regularly scheduled meetings may continue. If it is determined that the organization is operating in an underground fashion regarding social activities, the organization will be subject to full disciplinary suspension.

University No-Contact Directive: Prohibits named students from contacting, emailing, telephoning, or otherwise disturbing each other in situations where there is reason to believe that an alleged violation of harassment policies, a physical altercation, and/or Sexual Harassment may have occurred. A University No-Contact Directive can be issued to one/all parties involved.

Violation of the terms or conditions of the University No-Contact Directive may subject the student to disciplinary action without regard to the outcome of the case that led to the issuance of the administrative action.

Parental Notification: If a registered student under the age of 21 is involved in a University policy violation and/or violation of Louisiana state law for public intoxication, the possession, consumption, or distribution of alcohol or drugs, the student's parent(s) or guardian(s) may be notified in writing. If a registered student is transported to an emergency medical treatment facility for drug use or alcohol intoxication, the student's parents, guardians, or other appropriate parties may be notified by Student Affairs or other University administrators if necessary to protect the safety of the student or other individuals. (In accordance with FERPA's health or safety emergency provision --See 34 CFR §§ 99.31(a) (10) and 99.36.)

Disciplinary Probation in University Housing: The student or non-student resident is placed on probationary status for a specified period of time. If the student is found to be in violation of any University regulation(s), particularly during the probationary period, suspension from all housing on campus may occur.

Disciplinary Probation: Disciplinary Probation removes a student from good disciplinary standing for the designated period of time and places the student on final warning status. If the student is found to be in violation of any University regulation(s), particularly during the probationary period, separation from the University will most likely occur.

Interim Removal from University Housing: The student is temporarily removed from residing in University Housing and is not afforded University Housing visitation rights. A final determination on Housing privileges will be made during the accountability process.

Removal from University Housing: The student is removed from University Housing and University Housing visitation rights for a specified period of time. If a student wishes to regain such privileges, they must contact the Associate Dean and receive approval. If approval is given the student must apply for housing and/or visitation rights in accordance with University Housing procedures.

Disciplinary Suspension: A separation of the student from the University for a specified period of time after which the student is eligible to return assuming no intervening serious misconduct has occurred and any prerequisite conditions for readmission have been met. During the period of suspension, the student is prohibited from receiving credit at a component of the University system for scholastic work done in residence or by correspondence or extension. Conditions for readmission may be specified. In accord with University of Louisiana System Policy Number: S-II.I.B.-1, the notation, "Student is eligible to return (semester) (year)" will be placed on the student's transcript. This notation will be removed from the transcript when the student is eligible to return. The student is placed on Disciplinary Probation for the first semester following the return to the University.

Interim Disciplinary Suspension: A student may be temporarily and immediately suspended prior to a University Board of Review when it is reasonable to determine that the student's behavior is disruptive to the good order of the University and/or cause has been found that danger or harm may result to others if the student is allowed to remain on campus pending a decision. If the final decision of the process is to suspend or expel the student, that sanction will take effect from the date of the interim suspension. If the decision is a reprimand or disciplinary probation, or if the student is found not to be in violation of the charges, for purposes of the record, the interim suspension will be deemed not to have occurred.

Voluntary Withdrawal: During a Board of Review, the University officer/Board of Review Board in conjunction with the student might determine this to be the best course of action. This action shall result in assignment of W's for the student's courses. During the Board of Review, any findings and sanctions will become part of the student's educational record.

Organization Disciplinary Suspension: The student organization loses all campus privileges, is no longer recognized by the University, and must completely cease all organizational activities for a specific period of time and/or until specific conditions are met. If it is determined that the organization is operating in an underground/unofficial fashion, the organization will be subject to an extension of the suspension term.

Denial of a Degree: The University may not award the student an academic degree if the student is found responsible for academic misconduct. This is noted permanently on the student's transcript.

Disciplinary Expulsion: The student is permanently separated from the University, including access to the University and its resources. The notation "Student is ineligible to enroll" will be made on the student's transcript when a student is permanently dismissed from the University for disciplinary reasons.

Revocation of Degree: An academic degree previously awarded by the University may be revoked on proof that it was obtained by fraud or dishonesty or that a significant part of the work submitted in support of the degree was plagiarized. This sanction is noted permanently on the student's transcript.

ACCOUNTABILITY RECORDS

Transcript Notations

With a finding of responsibility for severe or repeat incidents of Code of Conduct, a student may be sanctioned to a disciplinary suspension or expulsion. The following may be noted on a student's transcript:

1. "Student is ineligible to enroll." This will be noted when a student is permanently dismissed/expelled from the university for disciplinary reasons.
2. "Student is eligible to return (semester)(year)." This will be noted on a transcript when a student is suspended for disciplinary reasons for a specified period of time and indicates which semester the student will be eligible to return.
3. For any student who is the subject of a power-based violence formal complaint that also constitutes sexual harassment under Title IX, the University will commence an investigation and will place the following notation on the student's transcript: "ADMINISTRATIVE MATTER PENDING"
4. For any student for whom a final decision has been rendered and the student has been found responsible for power-based violence, the following notation will be placed on the student's transcript: "STUDENT FOUND IN VIOLATION OF CODE OF CONDUCT."
5. In cases where the likely sanction, if there is a finding of responsibility, will be a suspension of 10 days or more or an expulsion, a hold will be placed on the student's transcript until the case is resolved and all appeals have been exhausted.

Record Keeping

The University will maintain an administrative file of the proceedings under the UNO Student Code of Conduct for a minimum of 7 years, in accordance with the University's record retention policy. The file shall include all documents and evidence in the University's possession or control relevant to the alleged violation and the University's investigation including but not limited to exculpatory evidence, documents submitted by any participant, and the video recording, audio recording, or transcript of any Board of Review on the matter. The file shall not include privileged documents or internal memorandums that the University does not intend to introduce as evidence on the matter.

DEFINTION OF TERMS

The terms below are used throughout the Code of Conduct and applied to processes and procedures in the student resolution process.

1. ***Academic Exercise:*** Any assignment given by a faculty member. This includes, but is not limited to, tests, examinations, papers, projects, art works, sculptures, or computer programs.
2. ***Administrative Conference:*** The meeting during which the respondent student or student organization review and respond to the allegation with a conduct officer when appropriate.
3. ***Advocate:*** A representative (an attorney or non-attorney) for a student or student organization accused of violation of the UNO Student Code of Conduct or for the student complainant (alleged victim), who, at the student's expense, may fully participate under the UNO Student Code of Conduct. "Fully participate" includes the opportunity to make opening and closing statements, to examine and cross-examine witnesses, and to provide the student complainant or student respondent with support, guidance, and advice. The Advocate is allowed only when the student or student organization is accused of a violation of the UNO Student Code of Conduct such that if the student/student organization is found responsible, will result in the sanction of suspension of ten or more days or expulsion. The advocate must be accompanied by the respondent student. The student will be required to have the Advocate complete a FERPA release of information form and provide government issued identification (Driver's license, State Identification Card, Passport, etc.) prior to any scheduled meeting.
4. ***Associate Dean of Students for Student Wellbeing:*** The Associate Dean of Students for Student Wellbeing (referred to throughout this document as Associate Dean) is the University official who ensures that all procedures are properly followed, maintains appropriate records, and ensures sanctions are properly and consistently enforced. In addition, the Associate Dean or designee explains the process to everyone involved and coordinates the University Board of Review.

5. ***Appeal:*** A procedure by which the respondent requests that a finding be reexamined or reviewed based on specific, outlined criteria. Appeals are submitted to and reviewed by the Dean of Students or their designee.
6. ***Business Day:*** Each day that the university is open for official business and in normal operation.
7. ***Chair:*** The non-voting member who facilitates the University Board of Review meetings. The Chair is responsible for conducting the Board of Review in an orderly manner, managing the conduct of all participants and attendees, and rendering the written determination regarding responsibility in an impartial, neutral, and objective manner based on the findings of the University Board of Review.
8. ***Code:*** The Student Code of Conduct which governs the behavior of students and student organizations.
9. ***Complainant:*** The person who alleges a violation of the Student Code of Conduct by a student or student organization.
10. ***Complaint:*** The official report describing alleged violation(s) of University policies, rules or regulations. The respondent is allowed to review a copy of this document by appointment.
11. ***Decision Maker:*** Any person, or persons, authorized by the Dean of Students or the Associate Dean to make findings as to whether a student has violated the prohibited part of the "Student Code of Conduct." Decision Makers may include Residential Life staff and/ or members of the Board of Review. The Title IX Coordinator authorizes individuals to serve as the decision maker to make determinations in power-based violence and sexual misconduct processes (See AP-OP-28.4 Prohibiting Power-Based Violence and Sexual Misconduct).
12. ***Dean of Students:*** The University official who has been delegated the authority by the President to oversee the accountability process.
13. ***Evidence:*** The facts and information that support or refute the alleged violation(s). Evidence that provides a detailed account of the alleged violation(s) of the Code of Conduct should be submitted with the written complaint. Evidence may also include secondary or indirect knowledge of the alleged violation.
14. ***Finding:*** A conclusion by the standard of proof (clear and convincing evidence) that the conduct did or did not occur as alleged and whether the conduct did or did not violate policy. The clear and convincing evidentiary standard means that the evidence is highly and substantially more likely to be true than untrue. Processes involving Power-Based Violence and Sexual Misconduct Policy shall use the preponderance of the evidence (must indicate to a reasonable person that it is more likely than not that the respondent is responsible for the violation) as outlined in UNO Policy AP-OP 28.4 See AP-OP-28.4 Prohibiting Power-Based Violence and Sexual Misconduct).
15. ***Flag:*** A notation on a student's record that bars a student from enrolling, receiving grades, or other types of actions with the University.
16. ***Good Disciplinary Standing:*** A student is in good standing with the University when they are not under a current sanction or on disciplinary probation. Other offices or agencies may require a student to be in good standing for student employment on campus, holding office in a student organization or when transferring to another academic institution.
17. ***Notice:*** A student or student organization who is accused of violating the UNO Student Code of Conduct is entitled to written notice of any and all alleged violations and the disciplinary proceedings or charges that will occur as a result. This notice shall include, but need not be limited to, each and every section of the University's rules or policies that the student or student organization is alleged to have violated and any evidence the University used and collected in making the charge.
18. ***Organization:*** Organization is a fraternity, sorority, association, corporation, order, society, corps, cooperative, club, service group, social group, band, spirit group, athletic team, or similar group whose members are primarily students at, or former students of, a postsecondary education institution, including the national or parent organization.

19. ***Organization President:*** The official head of a student organization. For the purpose of this Code, the student organization president may appoint a student designee.
20. ***Policy:*** Any written rule or regulation of the University as found in, but not limited to, the Student Handbook, Housing Policy, Undergraduate and Graduate Catalogs, Student Organizations Handbook, UL System Bylaws and Rules, UL System Policies and Procedures and University Administrative Procedures (APs).
21. ***Regulation:*** A rule, policy, or law by which conduct is ordered or regulated.
22. ***Respondent:*** Any student or student organization who allegedly violated a university rule, regulation, or policy.
23. ***Sanction:*** A penalty imposed upon a student or student organization for violation(s) of university policies, rules, or regulations. A sanction's main purpose is to help the student or student organization reshape or redirect behavior.
24. ***Student:*** See UNO Policy AP-SA-06.2 "Defining Student for University Policy Enforcement.") For the purposes of policy enforcement, unless otherwise defined differently in specific policies, the University considers an individual to be a student when an offer of admission has been extended and thereafter as long as the student has a continuing educational interest in the University. The following individuals are also considered students for the purpose of this policy:
    a. Individuals who are dually or concurrently enrolled, visiting/guest, online, and/or non-degree seeking.
    b. Individuals enrolled in the Link to Success Program partnership with Nunez Community College.
    c. Individuals who are participating in UNO study abroad programs.
    d. Individuals who choose to take a leave of absence, withdraw, or graduate are considered students for the purposes of university policy enforcement for any misconduct that occurred prior to the leave, withdrawal, or graduation.
    e. Individuals who attend post-secondary educational institutions other than the University of New Orleans and who reside on campus at UNO are also accountable for abiding by University policies and the Student Code of Conduct.
25. ***Student Handbook:*** The official source of University policies, rules, and regulations for students and student organizations. The Student Handbook is compiled by the Office of Student Affairs and published electronically by the University of New Orleans.
26. ***Support Person:*** Any one person who a student chooses at their expense to bring to an interview, pre-conference meeting, Administrative Conference or University Board of Review, such as a parent, legal guardian, or friend. The support person may only advise or consult with the Responding student and is not permitted to participate or to speak on behalf of the student during any Board of Review. The student will be required to have a completed a FERPA release of information form for this person on file with this office prior to any scheduled meeting.
    - Choosing a Support Person who is also a witness in the process creates potential for bias and conflict of interest. A person who chooses a Support Person who is also a witness can anticipate that issues of potential bias will be explored by chair of the Board of Review. This is different from an Advocate, defined above.
27. ***University:*** The University of New Orleans (UNO), including all departments, colleges, programs, activities, and affiliations.
28. ***University Board of Review:*** A group of faculty, staff, and students (except for cases of Sexual Harassment) who review alleged violations of the Student Code of Conduct by means of a formal meeting. The University Board of Review will hear cases in which the student, should they be found responsible for Code violations, may be sanctioned to suspension or expulsion from the University. The Board will submit findings to the Associate Dean, noting whether a student was found responsible or not for charged violation(s), in addition to the determined sanction(s), if any.

29. ***University Document:*** Any written communication or record maintained by the University.
30. ***University Official:*** A member of the University community who is given the authority to implement and supervise University activities.
31. ***University Property:*** All land, buildings, facilities, equipment, or other property owned, leased, loaned, or controlled by the University and the University of Louisiana System.
32. ***Violation:*** A breach, infringement, disobedience, or disrespect of a university policy, rule, or regulation.
33. ***Withdrawal:*** When an individual, either voluntarily or involuntarily, is no longer currently enrolled at the University.
34. ***Witness:*** A person who can give a first-hand account of an incident.

STUDENT RIGHTS AND RESPONSIBILITIES

All student respondents in the student conduct process have the following rights:

1. The right to an advisor, as defined above.
2. The right to a support person, as defined above.
3. The right to request reasonable accommodation due to disability, as defined above.
4. The right to written notice of the charge(s) made against them and the basis of the allegation that led to the charge(s).
5. To be presumed not responsible for a violation of the Code of Conduct until found in violation by the standard of the evidence (evidentiary standards defined above.)
6. Access to review the documentation and information (evidence) which will be used during their student conduct process, to the extent possible by confidentiality laws.
7. Explanation of the resolution options available in their student conduct process.
8. Reasonable opportunity to respond to information used as part of the decision-making process.
9. The right to appeal, as defined above.

All student complainants in the student conduct process have the following rights:

1. To be free from harassment and intimidation from respondents and others throughout the resolution process.
2. Explanation of the student conduct process and options available to them.
3. The right to request reasonable accommodation due to disability, as defined above.
4. To provide information to the Associate Dean or their designee for consideration during the student conduct process.
5. To provide a written impact statement for use in a student conduct process including a Board of Review, even if they choose not to attend the Board of Review.

All student respondents, complainants and witnesses have the following responsibilities:

1. To provide honest and truthful information during the student conduct process. Presenting false and misleading information during the process is a violation of the Student Code of Conduct.
2. To attend all meetings, conferences, Board of Review proceedings as required, unless alternate arrangements are made in advance.
3. To ensure they do not disrupt the student conduct process including Board of Review Processes.
4. Complainants and Respondents are responsible for preparing and presenting their information and coordinating the attendance of witnesses who will speak on their behalf.

STUDENT CODE OF CONDUCT CHANGES AND AMENDMENT

Recommended revisions are welcome from the UNO community. Amendments are to be supported by Student Affairs and approved by the President. Changes to this code supersede all previous university policies, rules and regulations.

PROHIBITING POWER-BASED VIOLENCE AND SEXUAL MISCONDUCT

The Policy Prohibiting Power-Based Violence and Sexual Misconduct addresses the requirements of Title IX of the Education Amendments of 1972 ("Title IX"), the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), the Violence Against Women Reauthorization Act of 2013 ("VAWA"), as well as Louisiana Legislature Act 472 of 2021.

Title IX of the 1972 Education Amendments prohibits discrimination on the basis of sex in educational institutions, requires colleges and universities receiving federal funding to combat gender-based violence and harassment, and to respond to survivors' needs in order to ensure that all students have equal access to education.

The Clery Act requires policies and procedures for sexual assault and requires timely warning and external reporting of crimes.

Section 304 of VAWA extended the Clery Act to include sexual assault, dating violence, domestic violence and stalking at higher education institutions.

Title IX, which articulates the fundamental anti-discrimination principle that underlies all of the above laws, states as follows:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

Consistent with these, other applicable state and federal laws, as well as both student and employee standards of conduct, UNO prohibits discrimination on the basis of sex, sexual orientation, and/or gender in any University program or activity. "Sexual misconduct," including sexual harassment, sexual assault, sexual violence, and sexual exploitation, is a form of sex discrimination and is prohibited by this Policy. "Interpersonal violence," including dating violence, domestic violence, and stalking, is also prohibited by this Policy.

In addition, and in compliance with federal law and USDOE federal guidance, UNO prohibits discrimination on the basis of race, sex, sexual orientation, gender identity, gender expression, religion, color, national or ethnic origin, age, disability, military service, covered veteran's status, or genetic information in its administration of education policies, programs, or activities; admissions policies; scholarship and loan programs; athletic or other institution-administered programs; or employment.

The University is also required and committed to upholding the First Amendment of the United States Constitution. Nothing in this policy is intended to abridge the rights or freedoms guaranteed by the First Amendment.

The University of New Orleans offers education and prevention programs that are intended to prevent and reduce sexual misconduct, prevent violence, promote safety and bystander intervention and reduce risk. These programs include, but are not limited to awareness programs, bystander intervention, ongoing prevention and awareness campaigns, primary prevention programs and education on risk reduction. The University is committed to providing comprehensive, intentional programming, initiatives, strategies and campaigns.

APPLICABILITY

The University's prohibitions against power-based violence and sexual misconduct apply to all students, faculty, and staff, visitors and to other members of the University community, as well as to contractors, consultants, and vendors doing business or providing services to the University.

AUTHORITY

The Louisiana Campus Accountability and Safety Act (R.S. 17:399.11 et seq.), Title IX of the Education Amendments of 1972 (Title IX) and Title VII of the Civil Rights Act of 1964 (Title VII), the Violence Against Women Act (VAWA), the Jeanne Clery Act, and other applicable laws.

DEFINITIONS

Advisor: A person chosen by a party or appointed by the institution to accompany the party to meetings related to the resolution process, to advise the party on that process, and to conduct cross-examination for the party at the hearing, if any.

Alternative Grievance Process: "Process B," a method of formal resolution designated by the University to address power-based violence and sexual misconduct that falls outside the scope of Title IX jurisdiction.

Coercion: The use of express or implied threats, intimidation, or physical force, which places an individual in fear of immediate harm or physical injury or causes a person to engage in unwelcome sexual activity. Coercion also includes administering a drug, intoxicant, or similar substance with the intent to impair that person's ability to Consent prior to engaging in sexual activity.

Complainant: An individual who is alleged the victim of behavior that could constitute power-based violence or sexual misconduct under this Policy, irrespective of whether a formal complaint has been filed.

Confidential Advisor: A person designated by an Institution to provide emergency and ongoing support to students who are alleged victims of power-based violence or sexual misconduct. Employees who serve as Confidential Advisors are not considered Responsible Employees or Mandated Reporters for the purposed of providing notice of sex discrimination, power-based violence, or sexual misconduct (irrespective of Clery Act Campus Security Authority status).

Consent: Consent to engage in sexual activity must exist from beginning to end of each instance of sexual activity. Consent is demonstrated through mutually understandable words and/or actions that clearly indicate a willingness to engage in a specific sexual activity. Silence alone, without actions evidencing permission, does not demonstrate Consent. Consent must be knowing and voluntary. To give consent, a person must be of legal age. Assent does not constitute consent if obtained through coercion or from an individual whom the alleged offender knows or reasonably should know is incapacitated. The responsibility of obtaining consent rests with the person initiating sexual activity. Use of alcohol or drugs does not diminish one's responsibility to obtain consent. Consent to engage in sexual activity may be withdrawn by any person at any time. Once withdrawal of consent has been expressed, the sexual activity must cease. Consent is automatically withdrawn by a person who is no longer capable of giving consent. A current or previous consensual dating or sexual relationship between the Parties does not itself imply consent or preclude a finding of responsibility.

Day: A business day when the University is in normal operations.

Decision Maker: An individual or group of individuals selected by the institution and charged with determining responsibility for an allegation of power-based violence.

Education Program or Activity: Locations, events, or circumstances where the University exercises substantial control over both the Respondent and the context in which the sexual harassment or discrimination occurs and also includes any building owned or controlled by a student organization that is officially recognized by the University.

Employee: An administrative officer, official, or employee of a public postsecondary education board or institutions; Anyone appointed to a public postsecondary education board or institution; anyone employed by or through a public postsecondary education board or institution; Anyone employed by a foundation or association related to a public postsecondary education board or institution. "Employee" does not include a student enrolled at a public postsecondary institution whose employment is contingent upon enrollment as a student unless the student works for the institution in a position such as a teaching assistant or a residential advisor.

Final Determination: A conclusion by the preponderance of the evidence standard that the alleged conduct occurred and whether it did or did not violate policy.

Finding: A conclusion by the preponderance of the evidence standard that the alleged prohibited conduct did or did not occur as alleged.

Force: Physical force, violence, threat, intimidation, or coercion.

Formal Complaint: A signed document filed by a Complainant or signed by the Title IX Coordinator alleging power-based violence, sexual misconduct, or retaliation and requesting the Institution investigate and possibly adjudicate the alleged issue. A third party who knows of or witnessed an incident of power-based violence but who did not suffer such conduct themselves may request that the Institution treat their third-party Report as a Formal Complaint. The Institution can convert a Report to a Formal Complaint if it determines that, in order to meet its state and/or federal obligations to provide a safe and nondiscriminatory environment for the broader institutional community, it must take further steps to address and resolve the matter.

Grievance Process Pool: Includes any investigators, hearing offices, appeal officers and Advisors who may perform any or all of these roles (though not at the same time with respect to the same case).

Hearing Chair: A voting member who is selected from Hearing Panel members and who will make rulings on the relevance of witnesses, evidence and questions or topics presented to be used in cross examination by participants advisors. The Hearing Chair renders the written determination regarding responsibility of the Respondent's alleged conduct charges in an impartial, neutral, and objective manner, based on the findings of the Hearing Panel. A hearing chair is also a Decision Maker.

Hearing Facilitator: The Hearing Facilitator is responsible for coordinating and convening pre-hearing meetings, communicating with parties and witnesses about hearing logistics, and for facilitating the hearing in an orderly manner. The hearing facilitator does not participate in deliberations and is not a Decision Maker.

Hearing Panel: Refers to those who have decision-making and sanctioning authority within the University's Title IX Grievance Process. Members of the hearing panel are also decision makers.

Incapacitation: An individual is considered to be incapacitated if, by reason of mental or physical condition, the individual is manifestly unable to make a knowing and deliberate choice to engage in sexual activity. Being drunk or intoxicated can lead to Incapacitation; however, someone who is drunk or intoxicated is not

necessarily Incapacitated, as incapacitation is a state beyond drunkenness or intoxication. Individuals who are asleep, unresponsive, or unconscious are incapacitated. Other indicators that an individual may be Incapacitated include, but are not limited to, inability to communicate coherently, inability to dress/undress without assistance, inability to walk without assistance, slurred speech, loss of coordination, vomiting, or inability to perform other physical or cognitive tasks without assistance.

Investigators: Individuals designated by the Title IX Coordinator to conduct an investigation of alleged power-based violence and/or sexual misconduct. The Investigators will be a trained individuals who objectively collect and examine the facts and circumstances of potential violations of this Policy and documents them for review. Investigators are charged with gathering facts about an alleged violation of this Policy, assessing relevance and credibility, synthesizing the evidence, and compiling this information into an investigation report and file of directly related evidence. The Investigators will be neutral and will not have a conflict of interest or bias against the Complainant or Respondent, or Complainants and Respondents generally.

Mandated Reporter/ Responsible Employee: An employee of the University who is obligated by law and/or policy to share knowledge, notice and/or reports of sex discrimination, sexual misconduct, power-based violence and/or retaliation on behalf of the University. An employee who is determined by the institution's disciplinary procedures to have knowingly failed to forward a report of sexual misconduct/power-based violence to the Title IX Coordinator shall be terminated.

Notice: An employee, student, or third-party informs the Title IX Coordinator or other Official with Authority of the alleged occurrence of sex discrimination, sexual misconduct, sexual harassment, and/or retaliation on behalf of the University.

Official with Authority (OWA): An employee of the University explicitly vested with the responsibility to implement corrective measures for sex discrimination, sexual misconduct, and sexual harassment, and/or retaliation on behalf of the University.

Parties: Include the Complainant(s) and Respondent(s), collectively.

Perpetrator: An individual found responsible for sexual harassment.

Power-based Violence (Sexual Misconduct): Any form of interpersonal violence intended to control or intimidate another person through the assertion of power over the person (see Prohibited Conduct for full definition).

Preponderance of the Evidence: The standard of evidence used for determination of responsibility of policy violations; whether it is more likely than not that the Respondent violated the policy as alleged.

Process A: The Title IX Grievance Process defined above and detailed in the *Resolution Process Procedures for Alleged Violations of the Policy Prohibiting Power Based Violence and Sexual Misconduct.*

Process B: The Alternative Grievance Process used for resolving reports/complaints of sexual misconduct, sexual harassment, and power-based violence that are outside of the scope of Title IX jurisdiction as detailed in the *Resolution Process Procedures for Alleged Violations of the Policy Prohibiting Power Based Violence and Sexual Misconduct.*

Remedies: Post-finding actions directed to the Complainant and/or the community as mechanisms to address safety, prevent recurrence, and restore access to the University's educational program.

Resolution: The result of an informal or Formal Grievance Process.

Respondent: An individual who has been accused of conduct that could constitute power-based violence or sexual misconduct.

Retaliation: Acts or attempted acts for the purpose of interfering with any report, investigation, or proceeding under this Policy, or as retribution or revenge against anyone who has reported Sexual Misconduct or Relationship Violence or who has participated (or is expected to participate) in any manner in an investigation, or proceeding under this Policy. Prohibited retaliatory acts include, but are not limited to, intimidation, threats, coercion, or discrimination. Title IX prohibits Retaliation. For purposes of this Policy, an attempt requires a substantial step towards committing a violation.

Sanction: A consequence imposed by the University on a Respondent who is found to have violated this policy.

Standards of Conduct: The University's policies, handbooks, codes, and other documents that describe acceptable and unacceptable behavior by students, faculty, and staff.

Student: For the purposes of policy enforcement, the University considers an individual to be a "student" when an offer of admission has been extended and thereafter as long as the student has a continuing student-related relationship at the University. The term "student" includes individuals who are dually enrolled, visiting, online, and/or non-degree seeking.

Individuals enrolled in the Link to Success Program partnership with Nunez Community College are also considered "students" for the purposes of this policy.

Individuals who are participating in UNO study abroad programs are also considered UNO students for the purposes of this policy.

Students who choose to take a leave of absence, withdraw, or graduate, are considered students for the purposes of university policy enforcement for any misconduct that occurred prior to the leave, withdrawal, or graduation.

Individuals who attend post-secondary educational institutions other than the University of New Orleans and who reside on campus at UNO are also accountable for abiding by University policy and the student code of conduct.

Supportive Measures: Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the parties before or after the filing of a Formal Complaint or where no Formal Complaint has been filed. Such measures are designed to restore or preserve equal access to the education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the Institution's educational environment, or deter sexual harassment. Supportive Measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.

Title IX Coordinator: The official designated by the University as the official responsible for coordinating the University's efforts to comply with and carry out its responsibilities under Title IX of the Education Amendments of 1972 and Act 472 the 2021 Regular Legislative Session of the Louisiana Legislature. References to the Coordinator throughout this policy may also encompass a designee of the Coordinator for specific tasks.

Title IX Grievance Process: "Process A," a method of formal resolution designated by the University to address conduct that falls within the scope of Title IX jurisdiction, and which complies with the requirements of 34 CFR Part 106.45.

Title IX Team: Refers to the Title IX Coordinator, Deputy Title IX Coordinators, and any member of the Grievance Process Pool.

University: The University of New Orleans.

Victim: An individual who, after all due investigation and/or adjudication, has been found to be the target of sexual harassment.

GENERAL POLICY

The University of New Orleans (UNO) is committed to providing a learning, working and living environment that promotes personal integrity, civility and mutual respect It is a violation of UNO policy to discriminate against any employee, student, or applicant on the basis of race, sex, color, national origin, religion, citizenship, sexual orientation, age, veteran status, disability, genetic information, gender identity, or any other protected characteristic or status.

PROCEDURE

Rationale for Policy

The University is committed to providing a workplace and educational environment, as well as other benefits, programs, and activities that are free from discrimination, harassment, and retaliation. To ensure compliance with federal and state civil rights laws and regulations, and to affirm its commitment to promoting the goals of fairness and equity in all aspects of the educational program or activity, the University has developed internal policies and procedures that provide a prompt, fair, and impartial process for those involved in an allegation of sex discrimination, sexual misconduct or sexual harassment and for allegations of retaliation. The University values and upholds the equal dignity of all members of its community and strives to balance the rights of the parties in the grievance process during what is often a difficult time for all those involved.

Applicable Scope

The University's prohibitions against sex discrimination, sexual misconduct, and interpersonal violence apply to all students, faculty, staff, visitors and to other members of the University community, as well as to contractors, consultants, and vendors doing business or providing services to the University. The purpose of this policy is the prohibition of sex discrimination, sexual misconduct and interpersonal violence. Sex discrimination is adverse treatment of an individual based on sex or gender. Sex discrimination encompasses sexual misconduct but also includes other behavior that does not constitute sexual misconduct.

Sometimes, discrimination involves exclusion from activities, such as admission, athletics, or employment. Reports of sex discrimination that are not based on sexual misconduct should be reported to the Title IX Coordinator and will be resolved through the appropriate University process as determined based on the specific facts of the report. Sex discrimination reports/complaints that are not based on sexual misconduct will not go through the same resolution process as reports of sexual misconduct.

Other times, sex discrimination can encompass sexual harassment, sexual assault, stalking, sexual exploitation, dating violence or domestic violence. When an alleged violation of this policy is reported, the allegations are subject to resolution using the University's Title IX Grievance Process ("Process A") the University's Alternative Grievance Process or "Process B," as determined by the Title IX Coordinator, and as detailed in *the Prohibiting Power-Based Violence and Sexual Misconduct.* When the Respondent is a member of the University community, a grievance process may be available regardless of the status of the Complainant, who may or may not be a member of the University community. This community includes, but is not limited to, students, student organizations, faculty, administrators, staff, and third parties such as guests, visitors, volunteers, invitees, and campers. The procedures below may be applied to incidents, to patterns, and/or to the campus climate, all of which may be addressed and investigated in accordance with this policy.

When the Respondent is a University employee, the Title IX Coordinator will consult with the University Compliance and Employee Relations Officer.

Violations of this policy may lead to disciplinary action to include suspension or removal. Every member of the University community is put on notice that a violation of this policy may subject an individual not only to institutional discipline but also to personal liability.

Moreover, this Policy applies to on-campus and off-campus conduct, including online or electronic conduct, when the off-campus conduct: (i) occurs during a University sponsored employment or education activity or program; (ii) adversely impacts the education or employment of a member of the University community; or (iii) otherwise threatens the health and/or safety of a member of the University community.

Any person who receives a report or becomes aware of an incident of sex discrimination, sexual misconduct or interpersonal violence should report it immediately to the Title IX Coordinator. The University will promptly and equitably investigate all suspected or alleged violations of this Policy.

TITLE IX COORDINATOR

The Title IX Coordinator has the primary responsibility for coordinating the University's efforts related to the intake, investigation, resolution, and implementation of supportive measures to stop, remediate, and prevent sex discrimination, sexual misconduct, sexual harassment, and retaliation prohibited under this policy. The Title IX Coordinator is responsible for implementing and monitoring compliance with Title IX, VAWA and this Policy on behalf of the University. This includes coordination of training, education, communications, and administration of grievance procedures for the handling of suspected or alleged violations of this Policy.

The Title IX Coordinator is also responsible for maintaining documentation of all reports of incidents of sex discrimination, sexual misconduct, and interpersonal violence, and for establishing a protocol for recordkeeping of such incidents.

INDEPENDENCE AND CONFLICT INTEREST

The Title IX Coordinator manages the Title IX Team and acts with independence and authority free from bias and conflicts of interest. The Title IX Coordinator oversees all resolutions under this policy and these procedures. The Members of the Title IX Team are vetted and trained to ensure they are not biased for or against any party in a specific case, or for or against Complainants and/or Respondents, generally.

To raise any concern involving bias or conflict of interest by the Title IX Coordinator contact the University President at 504.280.6201. Concerns of bias or a potential conflict of interest by any other Title IX Team member should be raised with the Title IX Coordinator.

Reports of misconduct or discrimination committed by the Title IX Coordinator should be reported to the University President at 504.280.6201. Reports of misconduct or discrimination committed by any other Title IX Team member should be reported to the Title IX Coordinator.

ADMINISTRATIVE CONTACT INFORMATION

Reports/Complaints or notice of alleged policy violations, or inquiries about or concerns regarding this policy and procedures may be made internally to:

Amanda Hanincik - Title IX Coordinator
Office Location: University Center, Room 248
Phone: 504.280.4689
Email: titleix@uno.edu

Mailing Address:
Amanda Hanincik
University of New Orleans,
University Center, Room 248
New Orleans, LA 70148

The University considers the Title IX Coordinators and Deputy Title IX Coordinators and the University Compliance and Employee Relations Officer to be Officials with Authority, employees of the University explicitly vested with the responsibility to implement corrective measures for sex discrimination, sexual misconduct, and sexual harassment, and/or retaliation on behalf of the University.

The University strongly encourages individuals, including third party bystanders, to report incidents of sex discrimination, sexual misconduct, and interpersonal violence prohibited under this Policy to the Title IX Coordinator. With the exception of the Confidential Advisors, all other University employees as well as students working as Resident Assistants and Graduate Assistants, who receive a report of sex discrimination, sexual misconduct, or interpersonal violence in the context of their employment are required to report all the details of the incident (including the identities of both the reporting party and alleged responding party to the Title IX Coordinator. All employees with the exception of Confidential Advisors are considered Mandated Reporters.

DEPUTY TITLE IX COORDINATORS

The Deputy Title IX Coordinators aid the Title IX Coordinator with coordination of training, education, communications, and administration of grievance procedures for the handling of suspected or alleged violations of this Policy. The Deputy Title IX Coordinators can receive reports of alleged violations of the policy and will in turn inform the Title IX Coordinator.

CONFIDENTIAL ADVISORS

Individuals wishing to obtain confidential assistance without making a formal report to the University may do so by speaking with a confidential advisor.
The following persons are designated Confidential Advisors:
Ms. Portia Gordon - UNO Counseling Services 504-280-6683
Mr. Phillip Pinkston – Athletics ppinksto@uno.edu
Ms. Mariana Martinez – Student Affairs 504-280-6222

While the list of advisors may change due to staffing changes, the most up to date list of Confidential Advisors will be listed on the Title IX website: https://www.uno.edu/titleix/confidential-advisors

Confidential Advisors are trained and available to discuss incidents of sexual misconduct or interpersonal violence in confidence, and only are required report to the University that an incident occurred without revealing any personally identifying information. Disclosures to these trained confidential advisors will not trigger the University's investigation into an incident. In addition to providing confidential counseling, confidential advisors also provide emergency and ongoing support to individuals who have experienced sexual misconduct or power-based violence, including:

- The provision of information regarding the individual's reporting options and possible outcomes, including without limitation, reporting to the University pursuant to this Policy and notifying local law enforcement;
- The provision of resources and services, including, but not limited to, services available on campus and through community-based resources, such as, sexual assault crisis centers, medical treatment facilities, counseling services, legal resources, medical forensic services and mental health services;
- The provision of information regarding orders of protection, no contact orders or similar lawful orders issued by the University or a criminal or civil court;
- An explanation of the individual's right to have privileged, confidential communications with the confidential advisor consistent with state and federal law;
- Assistance in contacting campus officials, community-based sexual assault crisis centers and/or local law enforcement upon requested; and/or
- Assistance with securing supportive measures and accommodations upon request.

These resources are available whether or not a reporting party chooses to make an official report or participate in the University's Investigation and Resolution Procedures or in the criminal process, and can assist parties with obtaining needed resources, explain reporting options, navigating the reporting process, and providing ongoing support as needed.

MEDICAL CARE

In the immediate aftermath of sexual misconduct such as sexual assault or rape, medical care and the collection of physical evidence are very important. The individual should not shower, bathe, or change clothes and may be taken to the hospital emergency room.

Orleans Parish:
University Medical Center
504.702.3000
2000 Canal St. New Orleans (Emergency Room 2nd Floor)
Nurses with special training in sexual assault (SANE) provide exams and care for victims.

Hope Clinic at the Family Justice Center
Forensic 504.355.0857
Monday-Friday 9am-5pm
701 Loyola Ave, Suite 108

Jefferson Parish:
Tulane Lakeside Hospital (has a forensic nurse on staff for sexual assault victims)
4700 South I-10 Service Rd W
Metairie, LA 70001 Phone:504.780.8282

St. Tammany Parish:
St. Tammany Parish Hospital Emergency Room
1202 S Tyler St Covington, LA 985.898.4000

Lakeview Regional Medical Center Emergency Room
95 Judge Tanner Blvd Covington, LA 985.867.3800

Louisiana Heart Hospital Emergency Room
64030 Louisiana 434 Lacombe, LA 985.690.7500

Slidell Memorial Hospital Emergency Room
1001 Gause Blvd. Slidell, LA 70458 985.280.2200

Ochsner Medical Center Emergency Room
100 Medical Center Dr, Slidell, LA 70461 985.649.7070

If under 17:
Care Center Children's Hospital in New Orleans
200 Henry Clay Ave,
New Orleans, LA 70118
504.899.9511

Other Assistance/Resources
Employees, students and non-students may also access assistance 24 hours a day, 7 days a week from the following:

Department of Public Safety/University of New Orleans Police
University Computing Center, 2nd Floor New Orleans, LA 70148
504.280.6666 emergency on campus

24-Hour Rape Helpline 504.267.7020
Provides anonymous support and information

CHOICES (24 Hour Domestic Violence Hotline) 504.224.4663

Metropolitan Center for Women and Children (Jefferson Parish)
24/7 504.837.5400 or 1.888.411.1333
Provides help for victims in Jefferson Parish

New Orleans Family Justice Center
504.592.4005
24/7 crisis line 504.866.9554
Assists individuals affected by family violence, dating violence, sexual assault and stalking.

STAR (Sexual Trauma Awareness & Response)
123 N. Genois St.
New Orleans, LA 70119
24/7 HOTLINE: 1.855435.STAR

24-Hour Rape Helpline – Trained volunteer advocates provide emotional support, crisis intervention and community referral information over the telephone to survivors of sexual violence, co-survivors and the community. 1.800.656.HOPE

Stalking Resource Center
1.800.FYI.CALL (M-F 8:30 AM - 8:30 PM EST)

LaFASA (Louisiana Foundation Against Sexual Assault)
Help line 1.888.995.7273
24/7 confidential and free

National Domestic Violence Hotline
1.800.799.SAFE (7233) (24 hours, 7 days a week)
1.800.7873224

Sexual Assault Hotline
1.800.656.4673

Stop It Now! (Sexual Abuse)
1.888.PREVENT
http://www.stopitnow.com/

United Way Crisis Helpline
1.800.233.HELP (1.800.233.4357)
Inquiries may be made externally to:
Office for Civil Rights (OCR)
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-1100 Customer Service Hotline #: 800.421.3481
Facsimile: 202.453.6012 TDD#: 877.521.2172
Email: ocr@ed.gov
Web: http://www.ed.gov/ocr

REPORTING SEXUAL HARASSMENT, POWER-BASED VIOLENCE, SEXUAL MISCONDUCT OR RETALIATION
Reports may be submitted in person, by phone, in writing, electronically, or anonymously and may be submitted by complainants, third parties, or bystanders to the Title IX Coordinator/Deputy Title IX Coordinators

Amanda Hanincik
University of New Orleans
University Center, Room 248
New Orleans, LA 70148
Email: titleix@uno.edu
Phone: 504.280.4689

Individuals may submit a report of sex discrimination, sexual misconduct, sexual harassment, sexual assault, sexual exploitation, dating violence, domestic violence, stalking (on the basis of sex) and retaliation 24 hours a day by accessing UNO's on-line "Reporting Sex Discrimination, Sexual Misconduct and Interpersonal Violence

Form" for this purpose. This form may be accessed on UNO's website using the following link: https://uno.guardianconduct.com/incident-reporting

The completed report form goes to the UNO Title IX Coordinator. The form can be submitted anonymously if desired. Anonymous reports are accepted but can give rise to a need to investigate. The University tries to provide supportive measures to all Complainants, which is impossible with an anonymous report. Because reporting carries no obligation to initiate a formal response, and as the University respects Complainant requests to dismiss complaints unless there is a compelling threat to health and/or safety, the Complainant is largely in control and should not fear a loss of privacy by making a report that allows the University to discuss and/or provide supportive measures.

Employees at all public postsecondary Institutions are **"responsible employees"** and must report allegations of sexual misconduct to the Title IX Coordinator. In addition, an employee who receives information regarding retaliation against a person for reporting sexual misconduct shall promptly report such information to the Title IX Coordinator.

Employees must report the following:

1. The identity of the alleged victim.
2. The identity of the alleged perpetrator.
3. The type of sexual misconduct or retaliation alleged to have been committed.
4. Any other information about witnesses, location, date, and time that the incident occurred.
5. Any other relevant information.

However, according to state law an employee is not required to make a report if information involving sexual misconduct was received in the following circumstances:

1. During a public forum or awareness event in which an individual discloses an incident of sexual misconduct as part of educating others;
2. in the course of academic work consistent with the assignment; or
3. indirectly, such as in the course of overhearing a conversation.

If an individual chooses to make an initial report to an employee other than the Title IX Coordinator, that employee must refer the information to the Title IX Coordinator because the Title IX Office bears responsibility for responding to reports of sexual misconduct. Once the information is received by the Title IX Coordinator, it will constitute a Report.

A Formal Complaint means a document filed/signed by the Complainant or signed by the Title IX Coordinator alleging a policy violation by a Respondent and requesting that the University investigate the allegation(s). A formal complaint is normally filed with the Title IX Coordinator in person. However, the Title IX Coordinator can arrange to receive a formal complaint, by mail, or by electronic mail. As used in this paragraph, the phrase "document filed by a Complainant" means a document or electronic submission (such as by electronic mail) that contains the Complainant's physical or digital signature, or otherwise indicates that the Complainant is the person filing the complaint.

FALSE REPORTING

An employee who is determined by the institution's disciplinary procedures to have knowingly made a Report of sexual misconduct/power-based violence that is knowingly false shall be terminated.

Any student who knowingly makes a false accusation of sexual misconduct or retaliation of any form will be subject to an investigation for a potential violation of this Policy and may be subject to disciplinary action.

SUPPORTIVE MEASURES

The University will offer and implement appropriate and reasonable supportive measures to the parties upon notice of alleged sexual harassment, sex discrimination, and/or retaliation.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the parties to restore or preserve access to the University's education program or activity, including measures designed to protect the safety of all parties or the University's educational environment, and/or deter sexual harassment, sex discrimination, and/or retaliation.

The Title IX Coordinator promptly makes supportive measures available to the parties upon receiving notice of a complaint. At the time that supportive measures are offered, the University will inform the Complainant, in writing, that they may file a formal complaint with the University either at that time or in the future, if they have not done so already. The Title IX Coordinator works with the Complainant to ensure that their wishes are taken into account with respect to the supportive measures that are planned and implemented.

The University will maintain the privacy of the supportive measures, provided that privacy does not impair the University's ability to provide the supportive measures. The University will act to ensure as minimal an academic impact on the parties as possible. The University will implement measures in a way that does not unreasonably burden the other party.

These actions may include, but are not limited to:

- Referral to counseling, medical, and/or other healthcare services
- Referral to community-based service providers
- Visa and immigration assistance
- Student financial aid counseling
- Education to the community or community subgroup(s)
- Altering campus housing assignment(s)
- Altering work arrangements for employees or student-employees
- Safety planning
- Providing campus safety escorts
- Providing transportation accommodations
- Implementing contact limitations (no contact orders) between the parties
- Academic support, extensions of deadlines, or other course/program-related adjustments
- Trespass, Persona Non Grata (PNG), or Be-On-the-Lookout (BOLO) orders
- Timely warnings
- Class schedule modifications, withdrawals, or leaves of absence
- Increased security and monitoring of certain areas of the campus
- Any other actions deemed appropriate by the Title IX Coordinator

Violations of no contact orders will be referred to appropriate student or employee conduct processes for enforcement. An employee's or student's failure to comply with the terms of supportive measures directives is a separate violation of the University Codes of Conduct.

RIGHT TO AN ADVISOR

The parties may each have an advisor of their choice. Advisors may accompany the party to meetings related to the resolution process, advise the party on that process, and conduct cross-examination for the party at the hearing, if any.

EMERGENCY REMOVAL

The University can act to remove a Respondent entirely or partially from its education program or activities on an emergency basis when an individualized safety and risk analysis has determined that an immediate threat to the physical health or safety of any student or other individual justifies removal. This risk analysis is performed by the Title IX Coordinator in conjunction with at least two other representatives from offices such as, but not limited to, Department of Public Safety/University Police, Counseling Services, Human Resources, and members of the University Board of Review.

In all cases in which an emergency removal is imposed, the student or employee will be given notice of the action and the option to request to meet with the Title IX Coordinator prior to such action/removal being imposed, or as soon thereafter as reasonably possible, to show cause why the action/removal should not be implemented or should be modified.

This meeting is not a hearing on the merits of the allegation(s), but rather is an administrative process intended to determine solely whether the emergency removal is appropriate. When this meeting is not requested in a timely manner, objections to the emergency removal will be deemed waived. A Complainant and their Advisor may be permitted to participate in this meeting if the Title IX Coordinator determines it is equitable to do so. This section also applies to any restrictions that a coach or athletic administrator may place on a student-athlete arising from allegations related to Title IX. There is no appeal process for emergency removal decisions.

A Respondent may be accompanied by an Advisor of their choice when meeting with the Title IX Coordinator for the show cause meeting. The Respondent will be given access to a written summary of the basis for the emergency removal prior to the meeting to allow for adequate preparation.

The Title IX Coordinator has sole discretion under this policy to implement or stay an emergency removal and to determine the conditions and duration. Violation of an emergency removal under this policy will be grounds for discipline, which may include expulsion or termination.

The University will implement the least restrictive emergency actions possible in light of the circumstances and safety concerns. As determined by the Title IX Coordinator, these actions could include, but are not limited to: removing a student from a residence hall, temporarily re-assigning an employee, restricting a student's or employee's access to or use of facilities or equipment, allowing a student to withdraw or take grades of incomplete without financial penalty, authorizing an administrative leave, and suspending a student's participation in extracurricular activities, student employment, student organizational leadership, or intercollegiate/intramural athletics.

At the discretion of the Title IX Coordinator, alternative coursework options may be pursued to ensure as minimal an academic impact as possible on the parties.

PROMPTNESS

All allegations are acted upon promptly by the University once it has received notice or a formal complaint. Complaints can take 60 to 90 business days to resolve, typically. There are always exceptions and extenuating

circumstances that can cause a resolution to take longer, but the University will avoid all undue delays within its control.

Any time the general timeframes for resolution outlined in University procedures will be delayed, the University will provide written notice to the parties of the delay, the cause of the delay, and an estimate of the anticipated additional time that will be needed as a result of the delay.

PRIVACY

Every effort is made by the University to preserve the privacy of reports. The University will not share the identity of any individual who has made a report or complaint of sexual harassment, sex discrimination, or retaliation; any Complainant, any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, or any witness, except as permitted by the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232g; FERPA regulations, 34 CFR part 99; or as required by law; or to carry out the purposes of 34 CFR Part 106, including the conducting of any investigation, hearing, or grievance proceeding arising under these policies and procedures.

The University reserves the right to designate which University officials have a legitimate educational interest in being informed about incidents that fall within this policy, pursuant to the Family Educational Rights and Privacy Act (FERPA).

Only a small group of officials who need to know will typically be told about the complaint. The group may include but is not limited to Student Affairs, Public Safety and Security, Human Resource Management, and Residential Life. Information will be shared as necessary with Investigators, Hearing Panel members, witnesses, and the parties. The circle of people with this knowledge will be kept as tight as possible to preserve the parties' rights and privacy.

The University will not access or use a party's medical, psychological and similar treatment records unless given voluntary written consent to do so.

The University may contact parents/guardians as provided by the Family Educational Rights and Privacy Act (FERPA), to inform them of situations in which there is a significant and articulable health and/or safety risk, but will usually consult with the student first before doing so.

JURISDICTION OF THE UNIVERSITY

This policy applies to the education program and activities of the University, to conduct that takes place on the campus or on property owned or controlled by the University, at University-sponsored events, or in buildings owned or controlled by University's recognized student organizations. The Respondent must be a member of University's community in order for its policies to apply.

This policy can also be applicable to the effects of off-campus misconduct that effectively deprive someone of access to University's educational program. The University may also extend jurisdiction to off-campus and/or to online conduct when the Title IX Coordinator determines that the conduct affects a substantial University interest.

Regardless of where the conduct occurred, the University will address notice/complaints to determine whether the conduct occurred in the context of its employment or educational program or activity and/or has continuing effects on campus or in an off-campus sponsored program or activity. A substantial University interest includes:

a. Any action that constitutes a criminal offense as defined by law. This includes, but is not limited to, single or repeat violations of any local, state, or federal law;
b. Any situation in which it is determined that the Respondent poses an immediate threat to the physical health or safety of any student or other individual;
c. Any situation that significantly impinges upon the rights, property, or achievements of oneself or others or significantly breaches the peace and/or causes social disorder; and/or
d. Any situation that is detrimental to the educational interests or mission of the University.

If the Respondent is unknown or is not a member of the University community, the Title IX Coordinator will assist the Complainant in identifying appropriate campus and local resources and support options and/or, when criminal conduct is alleged, in contacting local or campus law enforcement if the individual would like to file a police report.
Further, even when the Respondent is not a member of the University's community, supportive measures, remedies, and resources may be accessible to the Complainant by contacting the Title IX Coordinator.

In addition, the University may take other actions as appropriate to protect the Complainant against third parties, such as barring individuals from University property and/or events.

All vendors serving the University through third-party contracts are subject to these policies and procedures to which their employer has agreed to be bound by their contracts.

When the Respondent is enrolled in or employed by another institution, the Title IX Coordinator can assist the Complainant in liaising with the appropriate individual at that institution, as it may be possible to allege violations through that institution's policies.

Similarly, the Title IX Coordinator may be able to advocate for a student or employee Complainant who experiences discrimination in an externship, study abroad program, or other environment external to the University where sexual harassment or nondiscrimination policies and procedures of the facilitating or host organization may give recourse to the Complainant.

TIME LIMITS ON REPORTING

There is no time limitation on providing notice/complaints to the Title IX Coordinator. However, if the Respondent is no longer subject to the University's jurisdiction and/or significant time has passed, the ability to investigate, respond, and provide remedies may be more limited or impossible.

Acting on notice/complaints significantly impacted by the passage of time (including, but not limited to, the rescission or revision of policy) is at the discretion of the Title IX Coordinator, who may document allegations for future reference, offer supportive measures and/or remedies, and/or engage in informal or formal action, as appropriate.

RELATED MISCONDUCT

In accordance with this Policy, the Title IX Coordinator is empowered to hear allegations of sexual misconduct *and* any violations of the University's Standards of Conduct directly related to the alleged sexual misconduct or any alleged violations of this Policy, as well as to recommend sanctions in response. Such related misconduct may include, without limitation, violations of rules of privacy, violations of University directives, and/or violations of other Standards of Conduct that occurred in the course of the alleged sexual misconduct.

AMNESTY POLICY

Individuals, who participate in the reporting /investigation process, whether as the complainant or as a witness, are expected to provide truthful information in accordance with the University's Standards of Conduct. It is the policy of the University to provide amnesty for any student who reports sexual harassment in good faith. The University shall not sanction the student for a nonviolent student conduct violation, such as underage drinking, that is revealed in the course of such a report.

ROMANTIC RELATIONSHIP IN POWER DIFFERENTIALS

Romantic relationships between employees, or between employees and students, who are in positions of unequal authority are generally prohibited unless an exception applies. University policy "AP-OP-27.1 Romantic Relationships Between Members of the University Community" regulates romantic or sexual relationships that may be regarded as consensual. The goal of that policy is to prevent the untoward effects that can potentially arise from such relationships such as conflicts of interest, workplace disruptions, and illegal sexual harassment.

RETALIATION

Acts of alleged retaliation should be reported immediately to the Title IX Coordinator and will be promptly investigated. Retaliation may result in disciplinary action independent of the sanctions or remedial measures imposed in response to the underlying allegations of sexual misconduct. The University is prepared to take appropriate steps to protect individuals who fear that they may be subjected to retaliation.

It is prohibited for the University or any member of the University's community to take materially adverse action by intimidating, threatening, coercing, harassing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by law or policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy and procedure.

Charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, constitutes retaliation.

The exercise of rights protected under the First Amendment does not constitute retaliation.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this policy and procedure does not constitute retaliation, provided that a determination regarding responsibility, alone, is not sufficient to conclude that any party has made a materially false statement in bad faith.

PROHIBITED CONDUCT

The University prohibits discrimination on the basis of sex, sexual orientation, and/or gender in any University program or activity. "Power-based Violence (sexual misconduct)" including sexual harassment, sexual assault, sexual violence, and sexual exploitation, is a form of sex discrimination and is prohibited by this Policy. "Interpersonal violence," including dating violence, domestic violence, and stalking, is also prohibited by this Policy.

Power-based Violence (Sexual Misconduct): Any form of interpersonal violence intended to control or intimidate another person through the assertion of power over the person, to include the following:

1. **Dating Violence:** "Dating violence" includes, but is not limited to, physical or sexual abuse and any offense against the person as defined in the Criminal Code of Louisiana, except negligent injury and defamation, committed by one dating partner against the other. La. RS § 46.2151. For purposes of this Section, "dating partner" means any person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the following factors:
    a. The length of the relationship.
    b. The type of relationship.
    c. The frequency of interaction between the persons involved in the relationship.
2. **Domestic Abuse:**
    a. Includes, but is not limited to, physical or sexual abuse and any offense against the person as defined in the Criminal Code of Louisiana, except negligent injury and defamation, committed by one family or household member against another. La. RS 46:2132

    b. Domestic Violence definition in the Clery Act: Violence, including but not limited to, sexual or physical abuse or the threat of such abuse committed by a current or former spouse or intimate partner or any other person from whom the Alleged Victim is protected under federal or Louisiana law.
    Felony or misdemeanor crime of violence committed:
        - By a current or former spouse or intimate partner of the victim;
        - By a person with whom the victim shares a child in common;
        - By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
        - By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
        - By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
    c. Family violence: Any assault, battery, or other physical abuse, which occurs between family or household members who reside together or who formerly resided together. La. RS § 46.2121.1
    d. Nonconsensual observation of another person's sexuality without the other person's consent, including voyeurism, video voyeurism, nonconsensual disclosure of a private image, and peeping tom activities.
    e. Sexual assault:
        - Includes any act or offense under the provisions of LSA R.S. 14:41, 42 through 43.5, 89, 89.1, and 106: sexual battery, misdemeanor sexual battery, second degree sexual battery, female genital mutilation, intentional exposure to HIV, crime against nature, aggravated crime against nature, and obscenity.
        - Sexual Assault as defined by the Clery Act: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting program.
    f. Sexual exploitation: an act attempted or committed by a person for sexual gratification, financial gain, or other advancement through the abuse of another person's sexuality, including prostituting another person (LSA R.S. 14:46.2 and 82 through 86). Sexual exploitation includes: human trafficking, prostitution, prostitution of a person under 18, purchase of commercial sexual activity, solicitation for prostitutes, inciting prostitution, promoting prostitution, prostitution by massage, pandering (sexual), letting premises for prostitution, and enticing person into prostitution.

g. Sexual harassment: unwelcome sexual advances, requests for sexual favors, another verbal, physical, or inappropriate conduct of a sexual nature when the conduct explicitly or implicitly affects an individual's employment or education, unreasonably interferes with an individual's work or educational performance, or creates an intimidating, hostile, or offensive work or educational environment and has no legitimate relationship to the subject matter of a course of academic research.

h. Stalking and Cyberstalking:
   - **Stalking** is the intentional and repeated following or harassing of another person that would cause a reasonable person to feel alarmed or to suffer emotional distress.
   - **Stalking** shall include, but not be limited to, the intentional and repeated uninvited presence of the perpetrator at another person's home, workplace, school, or any place which would cause a reasonable person to be alarmed, or to suffer emotional distress as a result of verbal or behaviorally implied threats of death, bodily injury, sexual assault, kidnaping, or any other statutory criminal act to himself or any member of his family or any person with whom he is acquainted. La. RS § 14:40.2(A)
   - **Harassing** means the repeated pattern of verbal communications or nonverbal behavior without invitation which includes, but is not limited to, making telephone calls, transmitting electronic mail, sending messages via a third party, or sending letters or pictures.
   - **Pattern of conduct** means a series of acts over a period of time, however short, evidencing an intent to inflict a continuity of emotional distress upon the person. Constitutionally protected activity is not included within the meaning of pattern of conduct. La. RS § 14:40.2(C) and R.S. 14:40.3 (Cyberstalking).
   - **Stalking as defined by Clery Act:** Intentional and repeated following OR harassing that would cause a reasonable person to feel alarmed OR that would cause a reasonable person to suffer emotional distress OR intentional and repeated uninvited presence at another person's home, workplace, school, or any other place which would cause a reasonable person to be alarmed OR would cause a reasonable person to suffer emotional distress as a result of verbal or behaviorally implied threats of death, bodily injury, sexual assault, kidnapping, or any other statutory criminal act to the victim OR any member of the victim's family OR any person with whom the victim is acquainted. 34 CFR 668.46(a)(ii)

i. Unlawful communications (R.S. 14.285)

j. Unwelcome sexual or sex- or gender-based conduct that is objectively offensive and has a discriminatory intent.

The Title IX Regulations of 2020 have defined in detail the complaints of sexual harassment that fall under the jurisdiction of Title IX and require a specific protocol for addressing and resolving a grievance. Specifically Sexual Harassment as defined by Title IX is conduct on the basis of sex that satisfies one or more of the following: (1) An employee of the University conditioning the provision of an aid, benefit, or service of the University on an individual's participation in unwelcome conduct of a sexual nature, whether verbal or physical; (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity; or (3) "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

All notice/reports/complaints of sex discrimination and sexual misconduct will be carefully evaluated to determine if the alleged policy violation falls under the scope of Title IX jurisdiction or outside the scope of Title IX jurisdiction. Any alleged policy violation that is determined to be outside the scope of Title IX jurisdiction must be dismissed for Title IX purposes and will be addressed using a different resolution process.

Any complaints within Title IX Jurisdiction will be resolved using the Title IX Grievance Process ("Process A") contained in the Resolution Process Procedures for Alleged Violations of the Policy Prohibiting Power Based Violence and Sexual Misconduct.

Any complaints that do not fall under the scope of Title IX jurisdiction will be resolved using the Alternative Grievance Process ("Process B") contained in the Resolution Process Procedures for Alleged Violations of the Policy Prohibiting Power Based Violence and Sexual Misconduct.

INVESTIGATION AND RESOLUTION PROCEDURES

See the *Prohibiting Power-Based Violence and Sexual Misconduct* for a detailed description of the steps involved in the resolution of any complaint involving sexual misconduct.
In addressing a report/complaint that is determined to fall within the scope of Title IX jurisdiction, the University may use some or all of the following processes: Initial Assessment and Supportive Measures, Formal Complaint, Informal Resolution, Formal Investigation and Grievance Process (a formal investigatory process that goes to a live hearing with cross examination, leading to a finding), Louisiana Civil Service rules, processes outlined in the faculty handbook, Sanctioning and Appeal.

In addressing a report/complaint, that is determined to fall outside the scope of Title IX Jurisdiction, the University may use some or all of the following processes: Initial Assessment and Supportive Measures, Formal Complaint, Informal Resolution, Formal Investigation and Resolution Process B (a formal investigatory process that does not require a live hearing, but uses a hearing board to determine a finding), Louisiana Civil Service rules, processes outlined in the faculty handbook, Sanctioning, and Appeal.

Information about the Louisiana Civil Service rules about discipline for civil service employees can be found can be found on the Louisiana Civil Service website at https://www.civilservice.louisiana.gov/CSRules/Index.aspx

Information regarding the faculty grievance procedure and the process for dismissal of a tenured faculty member can be found on the University of New Orleans Faculty Handbook website at https://www.uno.edu/faculty-affairs/handbook.

Regardless of the specific processes employed, the University will complete its Investigation and Resolution Procedures in a fair, impartial and thorough manner. The University will provide periodic updates to the parties, as it deems appropriate.

All parties will be informed that the University uses a process in which the responding party is considered "not responsible" for an alleged Policy violation until proven responsible by a preponderance of the evidence.

The Title IX Coordinator will work with both parties to ensure they are aware of the right to have an Advisor of their choosing.

INITIAL ASSESSMENT

Upon receipt of a complaint or notice to the Title IX Coordinator of an alleged violation of the Policy, University initiates a prompt initial assessment to determine the next steps the University needs to take.

TRANSCRIPT WITHHOLDING, NOTATION, AND COMMUNICATION

In accordance with state law, for any student who is the subject of a sexual misconduct Complaint, the institution shall either (1) withhold the transcript of the student or (2) place a notation on the student's transcript.

The institution shall immediately notify the student that their transcript has been withheld or notated, and of the appeals process to have the hold or notation removed. Either the transcript is withheld or the notation remains on the transferring student's transcript until the institution makes a determination that the student is not responsible for sexual misconduct or the student prevails in a request to appeal the withholding of a transcript or notation.

Upon the commencement of a sexual misconduct investigation by an institution, the institution may place a notation on the transcript of a student attempting to transfer to a public postsecondary in-state institution. For a transferring student who is the subject of a pending investigation, the notation on the transcript shall read: "ADMINISTRATIVE MATTER PENDING."

For a transferring student for whom a final decision has been rendered, and the student has been found to be responsible for sexual misconduct, the notation on the transcript shall read: "STUDENT FOUND RESPONSIBLE IN VIOLATION OF CODE OF CONDUCT."

TRANSCRIPT WITHHOLDING AND NOTATION APPEALS

A student whose transcript has been withheld or notated as described above may request a release of the hold or an expungement of the notation for good cause shown. Cause may include, but is not limited to, when (1) a student who transferred while under investigation was found not responsible or (2) a student was initially found responsible and later evidence showed that the student was in fact not responsible. In the second instance, an institution should send an updated version of the student's transcript.

Such request shall be submitted in writing to the appropriate decision makers. The institution shall notify the requesting student of its decision no later than seven (7) business days from the date that the appeal request is made.

SUPPORTIVE MEASURES

The Title IX Coordinator promptly makes supportive measures available to the parties upon receiving notice or a complaint. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the parties to restore or preserve access to the University's education program or activity.

FORMAL COMPLAINT

A document filed/signed by the Complainant or signed by the Title IX Coordinator alleging a policy violation by a Respondent and requesting that the University investigate the allegation(s).

INFORMAL RESOLUTION

A process of resolution available to the parties that does not require a formal investigation and hearing/deliberation by a Hearing Panel. Informal resolution is not an option under Title IX jurisdiction when the complaint is made by a student against a University employee.

FORMAL INVESTIGATION

A process employed by appointed investigators to investigate allegations of misconduct. Investigations involve interviews with all relevant parties and witnesses; obtaining available, relevant evidence; and identifying sources of expert information, as necessary. An Investigation Report is generated and provided to the Hearing Panel for deliberation along with any other relevant evidence.

HEARING

Formal hearing used in the Title IX Grievance Process. The University may use a remote hearing protocol that allows all parties to be present, even though they are not in the same room. The Hearing Panel will conduct the hearing as per hearing protocol, with testimony and cross-examination from the parties and witnesses. The Hearing Panel will deliberate, make a finding and impose/recommend disciplinary sanctions.

SANCTIONING

Disciplinary sanctions imposed/recommended by the Hearing Panel on student or employee found responsible for violations of this policy.

APPEALS

Any party may file a request for appeal in writing to the Title IX Coordinator within three business days of the delivery of the Notice of Outcome. There are specific grounds for appeal that must be met. Appeals will be heard by the appropriate Appeal Officer (Vice President of Student Affairs or designee for student respondents; the President or his designee for non-student employee respondents).

LONG-TERM REMEDIES/OTHER ACTIONS

Following the conclusion of the resolution process, and in addition to any sanctions implemented, the Title IX Coordinator may implement additional long-term remedies or actions with respect to the parties and/or the campus community that are intended to stop the harassment, discrimination, and/or retaliation, remedy the effects, and prevent reoccurrence.

INTER-CAMPUS TRANSFER POLICY

Upon the filing of a Complaint, the institution may place an administrative hold on the transcript of a student who is the named, alleged Respondent.

Upon the commencement of a sexual misconduct investigation by an institution, the institution may place a notation on the transcript of a student attempting to transfer. The notation on the transcript shall read: “ADMINISTRATIVE MATTER PENDING.”

RECORDKEEPING

The University will maintain for a period of at least seven years records of:

1. Each sexual harassment investigation including any determination regarding responsibility and any audio or audiovisual recording or transcript required under federal regulation;
2. Any disciplinary sanctions imposed on the Respondent;
3. Any remedies provided to the Complainant designed to restore or preserve equal access to the University’s education program or activity;
4. Any appeal and the result therefrom;
5. Any Informal Resolution and the result therefrom;
6. All materials used to train Title IX Coordinators, Investigators, Hearing Panel, and any person who facilitates an Informal Resolution process. The University will make these training materials publicly available on University’s website.; and

7. Any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment, including:
    a. The basis for all conclusions that the response was not deliberately indifferent;
    b. Any measures designed to restore or preserve equal access to the University's education program or activity; and
    c. If no supportive measures were provided to the Complainant, document the reasons why such a response was not clearly unreasonable in light of the known circumstances.

The University will also maintain any and all records in accordance with state and federal laws.

REVISION OF THIS POLICY AND PROCEDURES

This policy and procedures supersede any previous policy or policies addressing harassment, sexual misconduct, discrimination, and/or retaliation and will be reviewed and updated annually by the Title IX Coordinator. The University reserves the right to make changes to this document as necessary, and once those changes are posted online, they are in effect.

During the resolution process, the Title IX Coordinator may make minor modifications to procedures that do not materially jeopardize the fairness owed to any party, such as to accommodate summer schedules.
The Title IX Coordinator may also vary procedures materially with notice (on the institutional website, with the appropriate effective date identified upon determining that changes to law or regulation require policy or procedural alterations not reflected in this Policy and procedures.

If government laws or regulations change – or court decisions alter – the requirements in a way that impacts this document, this document will be construed to comply with the most recent government regulations or holdings.

This document does not create legally enforceable protections beyond the protection of the background state and federal laws, which frame such policies and codes, generally.

VIOLENCE AGAINST WOMEN ACT (VAWA)

The Violence Against Women Act (VAWA) amendments to the Clery Act expand the rights afforded to campus survivors of sexual assault, domestic violence, dating violence, and stalking. It also details the role of law enforcement, the types of crime mandated for reporting, and stipulates the need for violence prevention programming.

VAWA REQUIREMENTS

1. **Law enforcement jurisdiction** - Institutions must have a policy statement that addresses the jurisdiction of security personnel. It must also note any outstanding agreement(s), such as memoranda of understanding with local or state police, regarding the investigation of alleged criminal offenses.
2. **Expanded Crime Reporting** - Colleges and universities must provide data regarding incidents of sexual assault, dating violence, domestic violence, and stalking. Institutions must also include policy statements specific to these crimes in their annual security report. These policy statements must outline the procedures an institution will follow after an incident of sexual assault, dating violence, domestic violence, or stalking, and identify rights and options available to survivors.
3. **Prevention Programming** - Institutions must put into place prevention programs that aim to stop crimes outlined in the Clery Act before they occur. These programs should promote positive behaviors

that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention tactics, and seek to change behavior and social norms in safe, healthy directions.

4. **Confidentiality** - The annual security report must address how the college or university completes Clery Act public recordkeeping and data-sharing without including identifying information about the survivor, and while keeping any accommodations or protective measures confidential.
5. **Hate Crimes** - Institutions must share data on incidents of hate crimes within their Clery-reportable geography. The VAWA amendments added gender identity and national origin to the categories of bias institutions must reflect within their statistics.

RESPONSE AND GUIDELINES TO DOMESTIC VIOLENCE, SEXUAL ASSAULT, DATING VIOLENCE, AND STALKING

The following information is to assist members of the University of New Orleans community who have experienced any of the following:

- Domestic Violence
- Sexual Assault
- Dating Violence
- Stalking

INTRODUCTION

This information was created by the University of New Orleans (UNO) to assist students who have experienced sexual violence. It is our goal to provide information and to encourage those who would like to access services. Staff, faculty, family, and friends are all encouraged to seek out information as they support people who disclose to them. This document can be used to help any individual connected with UNO come up with a plan on how to address sexual violence situations.

This information was created by the University of New Orleans (UNO) to assist students who have experienced sexual violence. It is our goal to provide information and to encourage those who would like to access services. Staff, faculty, family, and friends are all encouraged to seek out information as they support people who disclose to them. This document can be used to help any individual connected with UNO come up with a plan on how to address sexual violence situations.

UNO is committed to creating a community free from sexual violence. Please note that we are using “sexual violence” to denote incidents which can be defined as sexual assault, sexual harassment, stalking, and/or intimate partner abuse/domestic violence. The university strives to achieve this goal through prevention, survivor support, the student conduct process, and referrals to the criminal justice system. It is understood that any person may be affected by sexual violence. The University therefore implements relevant policies in such a manner that all students and groups have full and equal access to the information and services related to sexual violence, regardless of factors such as gender, race, sexual orientation, nation of origin, religion, age, disability, or living arrangement. Applicable services are available to any student, whether the assault occurred on or near campus or elsewhere.

It is up to the survivor to decide how to cope with their experience. Each person decides which “first step” to take. An initial response may include immediately calling the police. However, it is very common for a person to seek out medical care or other information first. If a person has recently experienced an assault, please skip ahead to the “medical care/treatment” or “reporting” sections for more information about these options. Regardless of the decision to report, in any instance where physical contact and/or injury has been experienced, all survivors should be encouraged to seek medical care.

At the University, when a "university official" is told about an instance of sexual violence, it is important that both the university employee and the student understand what will happen. University officials can be found in a wide range of roles in different offices/departments. Staff or faculty will need to report their knowledge of what has happened (when they are given specific information) to police or to the Office of Human Resource Management. Exceptions do exist. For example, counselors with the Counseling Service are required to keep information confidential.

A university official is required to balance their requirements as a staff or faculty member with the obligation to ensure public safety and the needs of a survivor. It is important for a staff member to check with their department's policy regarding disclosures of sexual violence. Staff and faculty are also encouraged to contact some of the university offices listed in this document to consult about situations when they arise.

DEFINITIONS

Please note that these definitions are behavioral definitions and not legal ones. Police, prosecutors, and university officials will determine whether a violation occurred based on the Student Code of Conduct or other university policies, or a crime based on legal definitions from the Louisiana Revised Statutes.

Survivor - In this document, we will refer to those who have experienced sexual violence as "survivors" of these experiences. In other contexts, this person may be referred to as a "victim", a "client" or a "patient." We use "survivor" as a term of respect and to acknowledge that people who experience sexual violence have survived an event or events that can be life changing.

Sexual Assault as defined by the Clery Act - An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting program.

Sexual Assault as defined by Louisiana State Law – Includes any act or offense under the provisions of LA RS 14:41 to 14:43.1.

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

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

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

- The length of the relationship.
- The type of relationship.
- The frequency of interaction between the persons involved in the relationship.

Domestic Violence definition in Clery Act - Violence, including but not limited to, sexual or physical abuse or the threat of such abuse committed by a current or former spouse or intimate partner or any other person from whom the Alleged Victim is protected under federal or Louisiana law. Felony or misdemeanor crime of violence committed:

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

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

MEDICL OPTION – MEDICAL CARE/TREATMENT AND EVIDENCE COLLECTION

For the person who has just experienced an assault, it's important to get to a safe place and make a decision about what to do next. Some options include: calling the police, going to the hospital, making a doctor's appointment and/or telling a friend or support person.

A medical examination is also recommended for cases of possible sexual assault and where injuries have resulted from an incident of intimate partner abuse/domestic violence. A medical examination can occur at a doctor's office, hospital or health clinic. However, a hospital is the location where both an advocate can be called, and evidence can be collected.

In the Louisiana 2015 Regular Legislative Session a bill was passed which allows a sexual assault survivor to be treated at a hospital or healthcare provider free of charge.

If an individual is uncertain about whether or not they want to report what has occurred, they can still get evidence collected. In cases of sexual assault or severe injuries, the police will be called by the hospital. The survivor can decide if they want to speak with the police at that time to officially report what has happened.

While evidence may be collected anonymously (i.e. without the survivor's name attached to it) and/or when there is no report made to police, these cases are handled differently. A discussion about the merit of collecting evidence "anonymously" and in instances where the survivor does not want to report, should be discussed with medical personnel and/or an advocate.
At some local emergency departments, the evidence collection exam may be performed by a doctor, a nurse or a specially trained nurse: a Sexual Assault Nurse Examiner (SANE). In cases of sexual assault, within the first 96 hours of an assault is the best time for evidence to be collected. Under certain circumstances, it may be collected after this time frame. It is not necessary for evidence to be collected in order for a case to be reported. It is easier to investigate and prosecute cases that have physical evidence, but it is not impossible to go forward without it.

If an individual wants to get evidence collected, it is best not to bathe and to take the clothes that they were wearing at the time of the assault to the hospital with them. It is also recommended to avoid eating, drinking, and going to the bathroom. However, a lot of people do all of these things before going to the hospital and evidence can still be collected.

Follow up medical care can happen at an individual's doctor, health services or other medical facility.

CAMPUS HEALTH SERVICES

As of January 2019, the Campus Health Center has partnered with Ochsner Health System and will serve our entire campus community including faculty and staff.

Ochsner is Louisiana's largest non-profit, academic, healthcare system, providing care across the region at 40 owned, managed and affiliated hospitals and specialty hospitals, and more than 200 health centers and urgent care centers.

Our health center provides comprehensive services including, but not limited to:

- Wellness examinations
- School and work physical exams
- Immunizations
- Routine lab tests
- Screening and management of sexually transmitted diseases

Need an appointment? Phone 504.280.6387 *All physician visits require an appointment*.

REPORTING SEXUAL VIOLENCE

An individual who has experienced an incident of sexual violence may report this to the police. Individuals who file a report can have a support person and/or advocate with them.

Reporting a crime is the process of officially documenting what has occurred with the police and does not necessarily mean that an investigation will occur and that criminal charges will be filed. It is ultimately up to the police and the prosecutor to determine if charges will be pursued. A survivor can provide input about what they would like to see happen and has rights within the criminal justice system. More information about victim's rights can be provided by police, advocates and/or prosecutors. Reporting a crime may occur at any place, including: the hospital, the police station, a residence, an office, or at the site of the crime.

Following the report, an investigation may occur. During an investigation, police/prosecutors may use their discretion in informing survivors of the progress. Survivors may contact the department and may be given

updates. Following an investigation, a charge may be filed and/or the matter forwarded to the prosecutor's office or Grand Jury. If the case does not move forward, information will be made available about the investigation via public records request. Additionally, an arrest of a suspect may or may not occur at any point in the process.

The Department of Public Safety/University of New Orleans Police investigates crimes which occur on UNO property and may be consulted about possible sexual violence incidents that transpire off and on campus. The Department of Public Safety/University of New Orleans Police will look at the specific behaviors involved and could take a report, begin an investigation, discuss safety planning, or offer other thoughts/remedies.

SEXUAL ASSAULT VICTIM'S BILL OF RIGHTS

The Department of Public Safety/University of New Orleans Police is committed to helping victims of sexual assault, including date/acquaintance rape. These very serious crimes are a high priority.

If you feel you are the victim of a sexual assault on campus, the Department of Public Safety/University of New Orleans Police will guarantee the following:

- We will meet with you privately, at a time and place of your choice to take your report.
- We cannot and will not notify your parents without your consent.
- Our officers will not prejudge you, and you will not be blamed for what occurred.
- We will treat you and your case with professionalism, courtesy, sensitivity and dignity.
- We will assist you in arranging for any necessary hospital treatment or other medical needs. We will also assist in emergency housing, if needed. UN
- If you would feel more comfortable talking with a friend or advocate of your choice present, we will do our best to accommodate your request.
- We recommend you allow us to contact the New Orleans Police Department; however, we will respect your decision whatever you elect to do.
- We will assist you in privately contacting the Rape Crisis Counselling Line, other counseling, and other available services.
- We will continue to be available to answer your questions, to explain the system and process involved and to be a listening ear if you wish.
- We will consider your case seriously, regardless of your gender or the gender or status of the suspect. Please do not hesitate to call the Department of Public Safety/University of New Orleans Police at 504.280.6666, if you have been a victim of sexual assault.

UNO COUNSELING SERVICES

MISSION

Counseling Services collaborates with UNO students to achieve their goals around mental health, holistic wellness, and healing. We acknowledge the systemic failures in the mental health community to live up to this mission for marginalized communities. Rooted in the complex history and culture of New Orleans, we support everyone's right to live with dignity, joy, and purpose, and believe that promoting equity, empathy, and a just society lights the path towards that collective aim. We do this by reducing barriers to mental health services, challenging stigma, fostering growth, and responding to the evolving needs of our campus community.

COUNSELING STAFF

Counseling Services professional staff are experienced in the assessment and treatment of mental health concerns common among university students. Graduate students from regional universities enrolled in various behavioral disciplines also provide counseling and are under the supervision of the licensed professional staff.

CONFIDENTIALITY

All counseling services are confidential to the limits provided by law, and no information can be released to anyone within or outside of the University without a client's written consent. The staff adheres to the ethical guidelines of the professional associations to which they belong.

PROVISION OF SERVICES TO MINOR STUDENTS

Written consent from the legal guardians of enrolled minor students wishing to seek treatment at UNO Counseling Services must be obtained prior to the start of treatment. If a guardian is unable to come to UNOCS in person to provide this written permission, digital guardian signature on the UNOCS Minor Consent form will be accepted. In addition, both minor students and their guardians should be aware that any material obtained from a minor client may be shared with that student's parents or guardians until that student turns 18. Once the student turns 18, attendance and treatment information are private and such requests for information will no longer be honored. Please note that UNO Counseling Services is unable to provide services to minor students who are not U.S. citizens. Please also note that if a minor student is suicidal or homicidal, UNO Counseling Services will see any student seeking such emergency help regardless of age, and will provide assistance on an emergency basis in finding appropriate mental health resources.

SCOPE OF SERVICES

The UNO Counseling Services' primary purpose is to improve students' ability to learn and strengthen their overall success both academically and socially during their college career. The Counseling Services staff believe that good mental health is the cornerstone of personal, academic, and career success. Therefore, our vision is to deliver quality mental health services that will facilitate personal growth and wellbeing in order to promote student engagement and overall academic success.

The UNO Counseling Services strives to create an environment that fosters student growth, development, and psychological well-being through education, awareness programs, and direct clinical services. The number of sessions is determined by clinical need, as defined by the clinician but is short term in nature. For those individuals who need more than brief individual therapy, our staff can help coordinate referrals to outside resources when longer-term or more intense individual therapy is required.

All currently enrolled students seeking services will receive an initial appointment for assessment. The initial assessment is sometimes extended to additional appointments to determine the appropriateness of UNOCS services. There is no charge for UNOCS services. After the assessment is concluded, a decision will be made about whether or not the needs of the student fall within the role and scope of the UNOCS or if the student would be better served by another organization.

Services provided include:

- Facilitation of student adjustment and personal growth through counseling as they make decisions and assume responsibility for life on a college campus.
- Assisting students in the development of new strategies to resolve problems and to develop more effective behaviors to cope with life stresses.
- Provision of preventative and educational programs in areas which impact students' mental health, such as interpersonal communication skills, self-esteem, and relationship issues.
- Provision of career testing, interpretation, and counseling to assist the student in identifying potential careers that would be a good match for their personal styles, values, and interests.
- Assisting students with more intensive psychological concerns through supportive counseling, maintenance or referral.

- Provision of consultation, support and training to faculty and staff who may encounter students in psychological distress.

Students whose mental health needs cannot be accommodated within a short-term counseling model are provided with referrals to community resources. Similarly, students whose needs require a particular type of expertise that is not found in UNOCS are also referred to outside resources that can better address their mental health needs. UNO Counseling Services provides referral services either after the initial assessment or as these factors become more apparent during the course of services. The Counselor can provide sliding scale referral options, help the student identify mental health providers that accept their insurance, and assist the student in getting connected with these outside resources. The Counselor will offer additional assistance in finding resources as necessary.

Examples of situations for which brief therapy is contraindicated and would be inappropriate to treat at UNOCS include:

- Students who need medical detoxification
- Indication that short-term therapy may be detrimental or non-beneficial
- Students who are unable to identify a focus of counseling and/or take ownership and responsibility for identified concerns
- Students who are unable or unwilling to provide the necessary information to thoroughly assess symptoms
- Treatment noncompliance, including repeated missed sessions
- Students exhibiting inappropriate, harassing, menacing, threatening or violent behaviors toward UNOCS staff
- Students presenting with concerns that fall outside staff expertise and/or UNOCS' mission, including but not limited to court ordered, forensically oriented or mandated treatment
- A desire to be seen more than once a week or for long-term therapy

Students with a need for more on-going treatment as indicated by:

- History of treatment that is beyond the resources of the UNOCS and evidence that the need for the previous level of care continues or is likely to be needed from time to time
- History of multiple hospitalizations
- Chronic suicidality and/or self-injury behaviors; history of repeated suicide attempts
- Students whose behavior is indicative of progressive deterioration requiring intensive intervention
- Manifestations of psychotic symptoms without willingness to remain on medication for stabilization of symptoms

Students who need specialized services not available through UNOCS as indicated by:

- Presence of significant drug and/or alcohol problems such substance dependence, primary substance abuse, and/or past failed treatments
- Presence of significant or long-standing eating disorder, lack of prior treatment for it, or the presence of eating disorders that may pose a medical danger
- Request for psychological evaluation for attention deficit disorder, employment clearance, or any other reason
- Request for services to fulfill students' court-mandated assessment or treatment requirements

Students are asked to cancel any appointments 24 hours before missing an appointment. If a student misses and/or cancels within 24 hours of the appointment three times, the student will not be allowed to schedule another appointment and will instead go back on the waiting list until someone is available or the following semester.

PERSONAL COUNSELING

Counseling Services offers problem assessment and short-term personal counseling for currently-enrolled UNO students. Short-term treatment can be defined as time-limited counseling with a clear focus, specific treatment goals and measurable outcomes. When a student presents at Counseling Services with mental health concerns, counselors discuss the student's present concerns and conduct a full mental health assessment in order to determine appropriate treatment recommendations. Counseling Services staff are trained to distinguish between concerns which can be addressed in short-term treatment and those which warrant longer-term or specialized care. When longer-term or specialized treatment is warranted, Counseling Services staff can provide students with referrals for appropriate services. When short-term treatment is deemed appropriate, measurable treatment goals are established and sessions are scheduled, typically on a weekly basis. Sessions last approximately fifty minutes. While Counseling Services does not set a specific session limit, treatment is time-limited. Actual treatment length varies depending on the nature of the client's concerns and treatment goals.

Examples of situations and concerns which may warrant a referral:

- when a student desires ongoing counseling without session limits
- when psychiatric assessment and/or medication management is/are warranted/needed
- when long-standing, chronic mental health concerns are present
- when ADHD and/or other psychological testing is needed
- when a student desires psychological testing and/or formal diagnosis to document a disability
- when a student desires psychological testing and/or formal diagnosis for employment or legal purposes
- When a student desires a psychological testing for an emotional support animal
- when potentially problematic use of alcohol and/or other drugs is present
- when alcohol and/or other drug use confounds diagnosis and/or decisions regarding treatment
- when assessment and/or counseling is mandated by a court of law

FEES FOR SERVICES

There is no charge for individual, career or group counseling at UNO Counseling Services.

STUDENTS OF CONCERN

As faculty or staff at the University of New Orleans, you are part of a unique and caring community that provides comfort and understanding on a daily basis. At the same time and as a result, faculty and staff members may be in a unique position to be aware of students who may be struggling with academic concerns, personal concerns and or mental health concerns. Following is information which may prove useful when assisting students with such concerns including:

1. **Basic Issues of Civil Rights** - Before we discuss particular issues, it is critically important that you understand that the basic underlying issue in many cases is what the law tells us about basic rights. In this country, everyone has the right to "life, liberty, and the pursuit of happiness," which means that individual rights are held in high regard. This also means that the restraint of individual rights is taken very seriously and will only occur under extraordinary circumstances. To put it bluntly, everyone has the right to be as odd or different as they like, until they cross a point at which they may be considered by the law to be in imminent danger of harm to themselves or others. Imminent danger is seen as a transitory state, that is, it may come and go depending on circumstances.
2. **Being an Adult (Student) at a University** - The laws of the United States confer the status of "adult" on all people on their 18th birthday. By law, that means that anyone 18 years or older is entitled to all rights of citizenship (unless otherwise amended). This includes the ability to make contracts and to confidentiality of various services (medical, dental, mental health, etc.) or events (grades in college). Faculty and staff in a variety of areas are bound to maintain the confidentiality of information about

college students by a variety of federal and state laws. In particular, the Family Educational Rights and Privacy Act (FERPA), restricts the university's ability to give information about students to anyone outside the university without the student's written consent. It should be noted that, per FERPA, medical records and mental health records (such as those maintained by UNO Counseling Services) are not part of a student's academic record and a different level of confidentiality applies. In addition to federal law, state laws regarding confidentiality of records (La. R.S. 13:3734) limit the ability of licensed professionals in certain occupations (including mental health professions) from disclosing information to anyone both within and outside the university without the written consent of the client.

3. Faculty and Staff Resource Guide Document – This link is to the resource guide that was specifically designed with UNO faculty and staff in mind. For requests for paper copies or if you have any questions, please feel free to contact Counseling Services at 504.280.6683.
4. **Responding to a Distressed Student or a Student of Concern in a University Setting -** The university provides resources for assisting distressed students or students who are of concern to faculty, staff, or other students. For example, this might include students who are missing assignments, having excessive absences, or exhibiting other academic related problems. For academic concerns such as these, faculty can utilize UNO Cares. Other examples of concerning behavior, such as acting out or acting inappropriately in a public situation, making threats of harm to self or others, etc. can be reported to the Department of Public Safety/University of New Orleans Police at 504.280.6666 and they will determine what steps may be necessary following the report. This might include options such as calling the student in to discuss the concerns and referring the student to other campus and/or community services.
5. **Difference between School Counseling in a K-12 Setting and Services Offered at UNO Counseling Services** - The services offered by a university counseling center such as UNO Counseling Services are quite different from those available from school counselors in typical K-12 settings. Students in K-12 settings often are able to "drop-in" to speak to a school counselor "just to talk" or possibly to de-escalate when highly distressed. Additionally, school counselors may be asked to reach out to a student and/or pull a student from a classroom to address behavioral concerns or when school faculty/staff have specific concerns about a student. If the school counselor is concerned a student may have a mental health issue warranting clinical attention, the counselor will typically refer the student for clinical mental health assessment and related services. Another notable difference between school counseling in a K-12 setting and clinical mental health services in a university setting is that (most) university students are adults (as defined by law) who can consent to confidential mental health counseling. When a university student has mental health concerns, he/she can choose to seek services at a counseling center such as UNO Counseling Services. Unlike school counselors, Counseling Services staff cannot seek out (or directly solicit) students by inviting or encouraging them to seek mental health counseling. Additionally, faculty or staff may, at times, want to require (mandate) counseling because of concerns about a student's mood or behavior, or as part of disciplinary sanctions. While this may be well-intentioned, if a student does not perceive a need for counseling and/or has no specific goals for counseling, it is unlikely that much can be accomplished by meeting with a counselor.
6. **How to Respond if You Believe a Student is an Imminent Damage to Self or Others** - The laws of the State of Louisiana are absolutely clear about this. If you believe that anyone is in imminent danger of harm to self or others, you should immediately call the local police department where you know the student to be. If they are on campus, you should call the Department of Public Safety/University of New Orleans Police at 504.280.6666. If they are in another location, you can dial 911 and tell the operator which jurisdiction you are seeking – they will connect you. You must call a police agency because, in Louisiana, only police officers have the authority to detain someone, regardless of the reason for the detention. Mental health providers, health providers, and student life staff are not equipped or trained to take someone into protective custody. Failing to call the UNO Campus Police

may mean that the help a student needs is delayed. If a student is in imminent danger because of a medical condition (bleeding, ingestion of pills or other substances, seizure, etc.), even if you believe it is a suicide gesture or attempt, you must call the University of New Orleans Police on campus or 911 off-campus and ask for medical assistance. Medical issues take priority over any other issues. If you have time after calling emergency services, contacting the Office of Student Accountability and Advocacy would also be helpful.

7. **Why not just call Counseling Services?** - Counseling Services staff is able to provide consultations about concerns you may have about a student's behavior and to advise you about next steps you may take. However, state laws and professional ethical standards prohibit licensed mental health professionals from "soliciting" clients, even when a third party may be making a credible report of concern. In most cases, in addition to consulting with faculty and staff about their concerns, Counseling Services staff will refer callers to the Office of Student Accountability and Advocacy to report their concerns there as well. The Office of Student Accountability and Advocacy is the office designated on campus to investigate concerns about students and has much latitude in its ability to approach and follow up with students.
8. **Am I creating situations in the classroom that make things more difficult for students?** - Most of us believe that the college experience should include some kind of personal as well as academic growth. A few things regarding the demographics of UNO students are important to keep in mind this regard.

   First of all, many of our UNO students don't fit the profile of "traditionally-aged" students in that the average age of our undergraduates is about 25 or 26 (vs. the late teens/early 20's). As such, many of our students come with significantly more life experience than traditionally-aged students. Also, some of our students come with a history of some type of mental health concerns including depression, anxiety and emotional, physical or sexual abuse. As a result, some course assignments, which may seem benign and/or important for personal growth, serve to bring up painful memories which might disorient students and make it harder for them to deal with the normal demands of college.

   Many professional organizations have added sections to their ethical standards which encourage instructors to think carefully about including assignments which force students to disclose personal information. Those standards may also require that, in addition to being noted in a syllabus, any course curricula that require self-disclosure be identified in the university catalog so potential students can have knowledge of that requirement before enrolling in a course. All academic disciplines are encouraged strongly to examine their curricula for required self-disclosures and discuss the nature and purpose of the requirements. Those that are not absolutely essential to the learning process should be considered for replacement.
9. **I'm not sure if a student's behavior is a behavior problem or a mental health concern** - As a community, it is important not to make assumptions about an individual's mental health that might be viewed as stigmatizing. If you witness unusual or concerning behavior in a student and are unsure about how to handle it, about whether you should report it to someone at the university, or how to get assistance for the student, you can consult with someone in UNO Counseling Services at 504.280.6683 or in UNO's Student Affairs at 504.280.6620 for guidance.
10. **Conclusions and Additional Resources** – If you have any questions or need additional resources, please feel free to contact Counseling Services at 504.280.6683.

SUPPORTING STUDENTS IN DISTRESS

Signs a Student may be Distressed

Signs which may demonstrate a student is in distress and in need of support include but are not limited to the following: If a student is exhibiting concerning behavior, talk to them in a kind, honest, and direct way. The specific behaviors that are the cause for concern should be cited using clear language.

- Disruptive physical, vernal or written behaviors inside/outside the classroom, on/off campus and/or online
- Significant personal distress (academic, family, relationship problems)
- Decline in personal grooming
- Crosses interpersonal boundaries
- Confrontational, easily provoked, angry, unpredictable behavior
- Threatening statements about self or others (direct or veiled)
- Threatening words or behavior toward self or others
- Self-abuse such as cuts, burns, or extreme weight loss
- Suicidal ideas, threats, gestures or known suicide attempts
- Aggressive acts or threats toward a specific group
- Relationship violence/stalking
- Weapon possession
- Paranoia or delusions
- Flat affect or extreme lack of responsiveness
- Excessive class absenteeism
- Uncharacteristically poor academic performance
- Substance abuse

How to Show Concern

- Safety first- If you feel that you or the student are in danger, call 911
- Talk with the student privately in a kind, honest and direct way. Provide specific examples of their behaviors of concern using clear, concrete language.
- Share all available resources and encourage them to seek help.
- Know your limits. Refer to a professional when:
    - The distress is hindering the student’s and/or other students' progress in class.
    - You see a worrisome behavior pattern when you interact with the student.
    - The problem seems more serious than you are comfortable handling.
    - You are worried about the student's safety.
    - You are concerned about the student's impact on others.
    - You feel pressure to solve the student's problem and/or feel responsible for the student.
    - You are over-extending yourself to help the student.
    - You feel anxious when the student approaches you.

RED FLAGES, WARNING SIGNS, AND INDICATORS

Experts who evaluate possible indicators that an individual is at risk of harming himself or others know to seek out many sources for clues, certain red flags that merit attention. **A single warning sign by itself usually does not warrant overt action by a threat assessment specialist**. It should, however, attract the attention of an assessor who has been sensitized to look for other possible warning signs. If additional warning signs are present then more fact-finding is warranted to determine if there is a likelihood of danger.

Some warning signs carry more weight than others. For instance, a fascination with, and possession of, firearms are more significant than being a loner, because possession of firearms gives one the capacity to carry

out an attack. But if a person simply possesses firearms and has no other warning signs, it is unlikely that he represents a significant risk of danger.

When a cluster of indicators is present then the risk becomes more serious. Thus, a person who possesses firearms, is a loner, shows an interest in past shooting situations, writes stories about homicide and suicide, exhibits aberrant behavior, has talked about retribution against others, and has a history of mental illness and refuses counseling would obviously be considered a significant risk of becoming dangerous to himself or others.

A school threat assessment team upon learning about such a list of warning signs would be in a position to take immediate action including:

- Talking to the student and developing a treatment plan with conditions for remaining in school • Calling the parents or other guardians
- Requesting permission to receive medical and educational records
- Checking with law enforcement to ascertain whether there have been any interactions with police
- Talking with roommates and faculty
- Suspending the student until the student has been treated and doctors indicate the student is not a safety risk

Following are some warning signs (indicators and red flags) associated with school shootings in the United States. Schools, places of employment, and other entities that are creating a threat assessment capability may want to be aware of these red flags:

Violent Fantasy Content - Writings (Stories, essays, compositions), Drawings (Artwork depicting violence), Reading and viewing materials (Preference for books, magazines, television, video tapes and discs, movies, music, websites, and chat rooms with violent themes and degrading subject matter), and role-playing acts of violence and degradation.

Anger Problems - Difficulty controlling anger, loss of temper, impulsivity, making threats

Fascination with Weapons and Accoutrements - Especially those designed and most often used to kill people (such as machine guns, semiautomatic pistols, snub nose revolvers, stilettos, bayonets, daggers, brass knuckles, special ammunition and explosives)

Boasting and Practicing of Fighting and Combat Proficiency - Military and sharpshooter training, martial arts, use of garrotes, and knife fighting

Loner - Isolated and socially withdrawn, misfit, prefers own company to the company of others

Suicidal Ideation - Depressed and expresses hopelessness and despair Reveals suicidal preparatory behavior

Homicidal Ideation - Expresses contempt for other(s) Makes comments and/or gestures indicating violent aggression

- **Stalking** - Follows, harasses, surveils, attempts to contact regardless of the victim's expressed annoyance and demands to cease and desist
- **Non-compliance and Disciplinary Problems** - Refusal to abide by written and/or verbal rules
- **Imitation of Other Murderers** - Appearance, dress, grooming, possessions like those of violent shooters in past episodes (e.g. long black trench coats)
- **Interest in Previous Shooting Situations** - Drawn toward media, books, entertainment, conversations dealing with past murders
- **Victim/Martyr Self-Concept** - Fantasy that someday he will represent the oppressed and wreak vengeance on the oppressors
- **Strangeness and Aberrant Behavior** - Actions and words that cause people around him to become fearful and suspicious
- **Paranoia** - Belief that he is being singled out for unfair treatment and/or abuse; feeling persecuted
- **Violence and Cruelty** - A history of using violence to solve problems (fighting, hitting, etc.), abusing animals or weaker individuals
- **Inappropriate Affect** - Enjoying cruel behavior and/or being able to view cruelty without being disturbed
- **Acting Out** - Expressing disproportionate anger or humor in situations not warranting it, attacking surrogate targets
- **Police Contact** - A history of contact with police for anger, stalking, disorderly conduct; past temporary restraining orders (or similar court orders), a jail/prison record for aggressive crimes
- **Mental Health History Related to Dangerousness** - A history of referral or commitments to mental health facilities for aggressive/destructive behavior
- **Expressionless Face/Anhedonia** - An inability to express and/or experience joy and pleasure
- **Unusual Interest in Police, Military, Terrorist Activities and Materials** - Vehicles resembling police cars, military vehicles, surveillance equipment, handcuffs, weapons, clothing (camouflage, ski masks, etc.)
- **Use of Alcohol/Drugs** - Alcohol/drugs are used to reduce inhibitions so that aggressive behaviors are more easily expressed

EMERGENCY MENTAL HEALTH RESOURCES

If you or someone you know is experiencing mental health emergency outside of Counseling Services' regular office hours (M-F; 8:00 a.m. - 4:30 p.m.), please go to the nearest hospital emergency room, call 911 or utilize the following resources:

- **Department of Public Safety/University of New Orleans Police** - For on-campus emergencies, please contact the UNO office at 504.280.6666.
- **Suicide and Crisis Lifeline** - Call, text, or chat at 988 to be connected to a trained counselor that is a part of the existing Lifeline network. These trained counselors will listen, understand how your problems affect you, provide support, and connect you to local resources if necessary.
- **24 Hour ViaLink Crisis Link (24 Hour Crisis Intervention)** - For 24 hour crisis counseling, please call the ViaLink crisis line by dialing **211** or 504.269.COPE (2673) or 1.800.749.COPE (2673).
- **Crisis Transportation Service (NOPD-CTS) -** This service is offered jointly by the NOPD and the Office of Health and Hospitals. There are two teams available (between the hours of noon and midnight) which provide crisis intervention and transportation to local hospitals (or mental health centers). This service is accessed by calling 911 and asking for a crisis unit.
- **Crisis Services (Jefferson Parish Only)** - The Adult and Children Crisis Intervention Team provides services 24 hours a day, 7 days a week at no charge. Both telephone consultations and face-to-face crisis management (de-escalation and intervention) services are offered. Please call 504-832-5123 for assistance or more information.
- **New Orleans Family Justice Center** - If you are struggling with family violence, child abuse, sexual assault, and/ or stalking. The Family Justice Center crisis line is 24 hours a day, 7 days a week, by dialing 504.866.9554.
- **Sexual Trauma Awareness and Response (STAR)** - The sexual assault hotline is available 24 hours a day, 7 days a week by dialing 855.435.STAR (7827).

BYSTANDER INTERVENTION TIPS AND STRATEGIES

The #MeToo movement has brought forth thousands of powerful stories illustrating the serious and widespread impact of sexual harassment and abuse. The wave of stories and research has made clear that sexual violence is not limited to just a few abusers, industries, or populations of victims. Now that the scope of the problem is clearer than ever, it is time for a national conversation on how everyone – not just survivors – can use their voices to change the culture and take action to prevent sexual violence.

WHY BYSTANDER INTERVENTION MATTERS

Preventing sexual harassment is everybody's responsibility. An engaged bystander is someone who lives up to that responsibility by intervening before, during, or after a situation when they see or hear behaviors that threaten, harass, or otherwise encourage sexual violence. The behaviors that make up sexual violence exist on a spectrum. While some behaviors – such as sexist jokes, inappropriate sexual comments, innuendos, catcalling, or vulgar gestures – aren't illegal, this does not make them any less threatening or harmful to the person experiencing them. These situations also take place across a range of locations and settings – often in public spaces, workplaces, schools, communities, and online. All of us must embrace our voices to demonstrate that these behaviors will not be tolerated.

HOW TO BE A GOOD BYSTANDER - It may not be safe or effective to directly confront the harasser in every case, but there are a range of ways bystanders can be involved before, during, or after a situation when they see or hear behaviors that promote sexual violence. Below are some intervention tips and strategies:

1. **Disrupt the situation** - Every situation is different, and there is no one way to respond. When you witness a person being harassed, threatened, or followed by someone, you can try to distract the harasser or insert yourself into their interaction to help the targeted person get out of the situation. For example, if you see someone on the street being verbally harassed, you can interrupt the harasser and ask them for directions. You can also intervene by pretending to know the person being harassed and starting a conversation with them as an opportunity to come between them and the harasser.
2. **Don't act alone** - Get support from people around you by calling on others to help. The more people who come together to interrupt a situation, the more you reinforce the idea that the behavior is not acceptable in your community. This can be as simple as saying, "Let's say something to them so they stop." If you do not feel safe, you may consider contacting the police.
3. **Confront the harasser** - Whether or not you know the harasser, you can intervene by telling them in a respectful, direct, and honest way that their words or actions are not okay. For example, when you hear someone make comments that blame victims for being assaulted, or make light of sexual violence, you can tell them:
    - You need to stop.
    - That's so inappropriate.
    - What you just said made me feel uncomfortable. Here's why…
    - Do you realize how problematic that is?
    - We need to talk about what you just said.
    - Why would you say that?
4. **Set the expectation to speak up and step in** - Talking openly and responding directly to inappropriate behaviors will have a snowball effect and encourage others to respond. It shows you recognize the comment or behavior is unacceptable and shows others it will not be tolerated. For example, if you are in a group setting and you hear someone make inappropriate comments, you can say:
    - Are you hearing what I am hearing?
    - I can't be the only one who thinks this is not OK.
    - I don't see how XYZ is relevant or appropriate to this discussion.
    - I know you're a better person than that.
5. **Understand how your privilege positions you to speak up** - Your age, race, gender, etc. may make it safer for you to speak up and be vocal about harassment – especially when you are not the target or representative of the target group.
6. **Focus on the needs and experience of the target and ensure they receive the support they need**:
    - Let them know that what has happened to them isn't their fault.
    - Affirm that they didn't do anything wrong.
    - Express your support for the individual.
        - I saw what they just did. Are you OK?
        - I heard what that person said to you. I am so sorry.
7. **Take action online** - Everyone can help address an online culture that tolerates rape and sexual violence. Online comments that blame victims contribute to a broader climate in which sexual violence is tolerated and not taken seriously.
    - Believe and support survivors. For example, thank survivors for sharing their stories in the comments of news articles and blog posts.
    - Respond to victim-blaming, rape jokes, or other problematic comments on social media:
        - Post a response like, "Sexual assault is never the survivor's fault."
        - Refocus accountability on the individual(s) who committed sexual abuse.
    - Link to an educational resource about sexual violence prevention, like those that can be found at nsvrc.org/publications.

8. **Be proactive** - Practice with friends and family what you would say and how you would say it if you're ever put in the situation where you need to confront a harasser. Think of how you would like others to take action on your behalf, or reflect on a situation where you wish you had acted differently.

SEXUAL OFFENDER REGISTRATION POLICY

The Federal Campus Sex Crimes Prevention Act (section 1601 of Public Law 106-386) is a law that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or working or volunteering on campus. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, to the appropriate state agency, as required under state law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

The Louisiana State Police Sexual Offender website, http://lsp.org/community-outreach/sex-offender-registry/is the location which contains all individuals who have been convicted of a sex crime and are required by law to register with the State of Louisiana.

CAMPUS CRIME STATISTICS

The Jeanne Clery Disclosure of Camus Security Policy and Campus Crime Statistics Act or Clery Act, requires higher education institutions to give timely warnings of crimes that represent a threat to the safety of students and employees, and to make public their security policies. The Clery Act also requires the crime data is collected, reported, and disseminated to the campus community.

CLERY GEOGRAPHY DEFINITIONS

Campus - Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area, 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).

- Lakefront Main Campus (including student housing)
- Pontchartrain Halls (North and South)
- Lafitte Village
- Privateer Place Apartments

Non-Campus Building or Property - Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

- East Campus – Lakefront Arena
- UNO-Hynes Charter School, 1901 Leon C Simon Drive, New Orleans, La.
- Shea Penland Coastal Education and Research Facility, 21000 Chef Mentuer Hwy., New Orleans, La.
- St. Claude Gallery, 2429 St. Claude Avenue, New Orleans, La.
- Lambda Chi Alpha Fraternity House, 2305 Gentilly Blvd., New Orleans, La.

Public Property - All public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility

owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes.

GEOGRAPHIC AREA MAPS

Lakefront Main Campus

East Campus – Lakefront Arena

TYPES OF CRIMINAL OFFFENSES

6. **Criminal Homicide** - These offenses are separated into two categories: Murder and Nonnegligent Manslaughter, and Negligent Manslaughter.
    a. **Murder and Non-negligent Manslaughter** is defined as the willful (non-negligent) killing of one human being by another.
    b. **Negligent Manslaughter** is defined as the killing of another person through gross negligence.
7. **Sexual Assaults (Sex Offenses) –** is defined as any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.
    a. **Rape** – is the penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.
    b. **Fondling** – is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
    c. **Incest** – is sexual intercourse between persons who are related to each other with the degrees wherein marriage is prohibited by law.
    d. **Statutory Rape** – is sexual intercourse with a person who is under the statutory age of consent.
8. **Aggravated Assault** – is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
9. **Burglary –** is the unlawful entry of a structure to commit a felony or a theft.
10. **Motor Vehicle Theft –** is the theft or attempted theft of a motor vehicle.
11. **Arson –** is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

HATE CRIME DEFINITIONS

Hate Crimes is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

1. **Race** - 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, e.g., Asians, blacks or African Americans, whites.
2. **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, e.g., Catholics, Jews, Protestants, atheists.
3. **Sexual Orientation** - A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
4. **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.
5. **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 nonconforming individuals.
6. **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.
7. **National Origin** - A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
8. **Disability** - A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

VIOLENCE AGAINST WOMEN ACT (VAWA) DEFINITIONS

Domestic Violence (42 U.S.C. 13925 (a)(6)) - includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Domestic Violence (New Orleans Municipal Code Section 54-525) - means the occurrence of one or more of the following acts by a family or household member, but does not include acts of self-defense:

1. Attempting to cause or causing physical harm to another family or household member;
2. Placing another family or household member in fear of physical harm;
3. Causing another family or household member to engage in involuntary sexual activity by force, threat of force, or duress; or,
4. Committing one or more of the following crimes against another family or household member:
    - Arson, of any grade;
    - Assault and battery, of any grade;
    - Burglary, of any grade;
    - Criminal damage to property;
    - Homicide, of any grade;
    - Kidnapping, of any grade;
    - Sex offenses, of any grade;
    - Any offense involving stolen property;
    - Any weapon law violation;
    - Disorderly conduct;
    - Stalking; and

- Criminal trespass of property.

Family or household members means as follows:

1. Adults or minors who are current or former spouses;
2. Adults or minors who live together or who have lived together;
3. Adults or minors who are dating or who have dated;
4. Adults or minors who are engaged in or who have engaged in any type of sex act;
5. Adults or minors who are related by blood or adoption;
6. Adults or minors who are related or formerly related by marriage; or
7. Persons who have a child in common; and, minor children of a person with whom the offender has been or is in a relationship that is described in subsections (1) through (6) of this definition.

Dating Violence (42 U.S.C. 13925 (a)(8)) - means violence committed by a person:

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

Dating violence (34 CFR 668.46) - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

1. 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.
2. For the purposes of this definition –
    a. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
    b. Dating violence does not include acts covered under the definition of domestic violence.

Dating partner (42 U.S.C. 13925 (a)(7)) - refers to a person who is or has been in a social relationship of a romantic or intimate nature with the abuser, and where the existence of such a relationship shall be determined based on a consideration of:

1. the length of the relationship;
2. the type of relationship; and
3. the frequency of interaction between the persons involved in the relationship.

Stalking (42 U.S.C. 13925 (a)(24)) - means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

1. fear for his or her safety or the safety of others; or
2. suffer substantial emotional distress.

Stalking (34 CFR 668.46) - For the purposes of the stalking definition above:

1. **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.

2. **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
3. **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

STALKING BEHAVIORS

- unwanted phone calls, voice or text messages, hang-ups;
- unwanted emails, instant messages, messages through social media;
- unwanted cards, letters, flowers, or presents;
- watching or following from a distance, spying with a listening device, camera, or global positioning system (GPS);
- approaching or showing up in places, such as the victim's home, workplace, or school, when it was unwanted;
- leaving strange or potentially threatening items for the victim to find;
- sneaking into victim's home or car and doing things to scare the victim or let the victim know the perpetrator had been there.

Cyber Stalking (Louisiana R.S. 14:40.3)

A. For the purposes of this Section, the following words shall have the following meanings:
   1. **"Electronic communication"** means any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature, transmitted in whole or in part by wire, radio, computer, electromagnetic, photoelectric, or photo-optical system.
   2. **"Electronic mail"** means the transmission of information or communication by the use of the Internet, computer, a facsimile machine, a pager, a cellular telephone, a video recorder, or other electronic means sent of a person identified by a unique address or address number and received by that person.

B. **Cyberstalking** is action of any person to accomplish any of the following:
   1. Use in electronic mail or electronic communication of any words or language threatening to inflict bodily harm to any person or to such person's child, sibling, spouse, or dependent, or physical injury to the property of any person, or for the purpose of extorting money or other things of value from any person.
   2. Electronically mail or electronically communicate to another repeatedly, whether or not conversation ensues, for the purpose of threatening, terrifying, or harassing any person.
   3. Electronically mail or electronically communicate to another and to knowingly make any false statement concerning death, injury, illness, disfigurement, indecent conduct, or criminal conduct of the person electronically mailed or of any member of the person's family or household with the intent to threaten, terrify, or harass.
   4. Knowingly permit an electronic communication device under the person's control to be used for the taking of an action in Paragraph (1), (2), or (3) of this Subsection.

C. 1. Whoever commits the crime of cyberstalking shall be fined not more than two thousand dollars, or imprisoned for not more than one year, or both.
   2. Upon a second conviction occurring within seven years of the prior conviction for cyberstalking, the offender shall be imprisoned for not less than one hundred and eighty days and not more than three years and may be fined not more than five thousand dollars, or both.
   3. Upon a third or subsequent conviction occurring within seven years of a prior conviction for stalking, the offender shall be imprisoned for not less than two years and not more than five years and may be fined not more than five thousand dollars, or both.
   4. Repealed by Acts 2020, No. 352, §2.

D. Any offense under this Section committed by the use of electronic mail or electronic communication may be deemed to have been committed where the electronic mail or electronic communication was originally sent, originally received, or originally viewed by any person.
E. This Section does not apply to any peaceable, nonviolent, or nonthreatening activity intended to express political views or to provide lawful information to others.

Acts 2001, No. 737, §1; Acts 2010, No. 763, §1; Acts 2020, No. 352, §2.

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION

There are three (3) categories for which statistics are reported regarding arrests and referrals for disciplinary action and they include:

1. **Weapons (Carrying, Possessing, Etc.):** the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.
2. **Drug Abuse Violations:** the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.
3. **Liquor Law Violations:** the violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

CAMPUS CRIME STATISTICS FOR THE PAST THREE YEARS

Crime statistics for the University of New Orleans are gathered in accordance with the guidelines established under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In addition to publishing this Annual Security Report, the University of New Orleans submits the annual crime statistics published in this report to the U.S. Department of Education.

These statistics capture reports of allegations of the types listed, including anonymous reports, that have been collated for the purpose of this Annual Security Report. Crime statistics are reported for a three-year period.

CRIMINAL OFFENSES

Offense	*Year*	*On-Campus*	*On-Campus Student Housing (Subset of On-Campus)*	*Non-Campus*	*Public Property*
CRIMINAL HOMICIDE					
Murder/ Non-Negligent	2024	0	0	0	0
	2023	0	0	0	0
	2022	0	0	0	0
Manslaughter by Negligence	2024	0	0	0	0
	2023	0	0	0	0
	2022	0	0	0	0
Rape	2024	1	1	0	1
	2023	1	1	0	0
	2022	2	2	0	0
Fondling	2024	0	0	0	0
	2023	0	0	0	0
	2022	1	1	0	0
Incest	2024	1	0	0	0
	2023	0	0	0	0
	2022	0	0	0	0
Statutory Rape	2024	0	0	0	0
	2023	0	0	0	0
	2022	0	0	0	0
OTHER OFFENSES					
Robbery	2024	1	0	0	1
	2023	0	0	0	0
	2022	1	1	0	0
Aggravated Assault	2024	0	0	0	4
	2023	0	0	0	1
	2022	0	0	0	0
Burglary	2024	6	5	0	1
	2023	9	9	1	0
	2022	4	3	1	0
Motor Vehicle Theft	2024	2	0	0	1
	2023	7	0	0	0
	2022	3	2	0	0
Arson	2024	0	0	0	1
	2023	0	0	0	0
	2022	3	2	0	0
HATE CRIMES					
There were no reported hate crimes in any of the Clery Crime Offense categories for the years 2023, 2022, or 2021.					

INVESTIGATIONS		
Unfounded	2024	1
	2023	0
	2022	0

Offense	Year	On-Campus	On-Campus Student Housing (Subset of On-Campus)	Non-Campus	Public Property
VIOLENCE AGAINST WOMEN ACT (VAWA)					
Domestic Violence	2024	0	0	0	3
	2023	0	0	0	0
	2022	0	0	0	0
Dating Violence	2024	7	7	0	2
	2023	9	7	0	0
	2022	10	9	0	0
Stalking	2024	1	0	0	0
	2023	0	0	0	0
	2022	3	2	0	0
ARRESTS					
Weapons: Carrying, Possessing, etc.	2024	0	0	0	1
	2023	0	0	0	1
	2022	0	0	0	0
Drug Law Violations	2024	2	2	0	0
	2023	1	1	0	0
	2022	0	0	0	0
Liquor Law Violations	2024	1	1	0	0
	2023	0	0	0	0
	2022	0	0	0	0
DISCIPLINARY ACTIONS/JUDICIAL REFERRALS					
Weapons: Carrying, Possessing, etc.	2024	0	2	0	0
	2023	0	0	0	0
	2022	0	0	0	0
Drug Law Violations	2024	2	6	0	0
	2023	7	7	0	0
	2022	3	3	0	0
Liquor Law Violations	2024	0	1	0	0
	2023	2	2	0	0
	2022	2	2	0	0

ANNUAL FIRE SAFETY REPORT

FIRE SAFETY AND PRECAUTIONS

The University of New Orleans and the Office of Residential Life encourage students to actively engage in safety precautions to maintain a safe, healthy campus community. The items listed below describe a few of the commonly encouraged safety resources available to students. While these resources provide reasonable and good-faith efforts, it is impossible to predict situations which may occur. Students are encouraged to use their best judgement and report areas or people of concern to the appropriate manager. Simply eliminating opportunities for crimes to occur will prevent many "crimes of opportunity" such as theft. Do not prop doors open including hall and suite entrances as unauthorized persons may gain access.

FIRE ALARM/FIRE SAFETY

All residence halls are equipped with automatic sprinklers. When water flows through the sprinkler heads, the building alarm system will automatically sound. It is important that you do not tamper with the sprinkler heads or the system. Students tampering with the system, even accidentally, are liable for damage to University and private property and subject to administrative action.

You must leave the building immediately when a fire alarm is sounding.

- If safe to do so, close your window, room/suite/apartment doors and immediately exit the building.
- Use stairs, not elevators.
- Always assume each alarm is an emergency; never assume a false alarm.
- Do not open the door if the knob is warm to the touch; stay in the room and call 911 or University of New Orleans Police.
- Crawl on the floor (where air is fresher) if you encounter smoke.

If you smell smoke or see smoke or fire:

- Pull the nearest building alarm.
- Close your room door.
- Safely exit the building.
- Call University of New Orleans Police at 504.280.6666. Give the exact location of fire or smoke.
- Never attempt to fight or put out a fire.

If you get trapped by fire or smoke:

- Pull the nearest building alarm.
- Close your room door.
- Safely exit the building.
- Call University of New Orleans Police at 504.280.6666. Give the exact location of fire or smoke.
- Never attempt to fight or put out a fire.

FIRE PREVENTION

- Cook only in designated kitchen spaces. Do not leave stove, oven, or microwave unattended when in use.
- Do not have open heating elements in your room.
- Do not use a frayed or worn extension cord or overcrowd items in the outlets.
- Do not use, possess, charge, and/or store electronic skateboards including self-balancing hoverboards and other similar equipment in all residence halls.

- Do not use or possess fireworks, lighted candles, flammable fuels, space heaters, halogen lamps/bulbs, or firearms.
- Do not smoke or allow others to smoke in your room or anywhere else inside the residence halls.
- Do not cover over, or tamper with, your room's smoke detector.
- Limit the number of appliances that are plugged in or in use at one time.
- Never drape clothes or any paper, wood, cloth, or plastic material over a lamp, smoke detector, sprinkler head, or pipes.
- Only use grills for outdoor cooking in approved areas.
- Use only power strips that have either 14- or 12-gauge wire, built-in surge protectors and circuit breakers.

IMPORTANT: Do not use, possess, charge, and/or store electronic skateboards including self-balancing hover boards/scooters and other similar equipment in all university residence halls.

FIRE EMERGENCY

1. Preplan your response to a fire emergency. Know where the nearest fire alarm pull station, fire extinguisher, and alternate emergency exit / stairwell are located.
2. If you discover a fire...
    - Evaluate the situation.
    - Secure the immediate area by removing personnel.
    - Close door(s) to the room or area. (this will temporarily contain the fire).
    - Activate the building fire alarm by pulling a "pull station" on your way out of the building.
    - Call 504.280.6666 (Department of Public Safety/University of New Orleans Police) to inform them of the emergency.
3. Fire extinguishers are strategically placed in all campus buildings however there is NO REQUIREMENT for any employee to attempt to put out a fire. If you decide that you want to attempt to put out a small fire and you have a portable fire extinguisher handy... Remember P.A.S.S:
    - **P**ull the pin — break the seal and test the extinguisher
    - **A**im nozzle at base of the fire — ensure you have an escape route
    - **S**queeze the handle — to discharge the extinguishing agent
    - **S**weep from side to side — completely extinguish the fire

4. Be sure to use the properly rated extinguisher for the type of fire involved.
    - Type A - for use on wood, paper, cloth, and trash fires. **DO NOT** use on electrical or burning liquid fires.
    - Type B - for use on paint, oil, grease, and flammable liquids.
    - Type C - for use on electrical fires.
    - Type ABC (Dry powder) — for any of the above (these are the most common on campus)
    - Type K — for use on kitchen fires

FIRE EXTINGUISHERS

A portable fire extinguisher can save lives and property by putting out a small fire or containing it until the fire department arrives. Fire extinguishers are strategically placed in all buildings on campus, however there is no requirement for any employee to attempt to put out a fire. Employees are encouraged to evacuate the building and notify the appropriate personnel.

Should you choose to try an extinguish a fire there are a few steps to take first:

1. Sound the fire alarm and call the fire department, also notifying the Department of Public Safety/University of New Orleans Police at 504.280.6666
2. Identify a safe evacuation path before approaching the fire. Do not allow the fire, heat, or smoke to come between you and your evacuation path.
3. Select the appropriate type of fire extinguisher.
4. Discharge the fire extinguisher within the effect range — 6 to 8 feet.
5. Back away from the extinguished fire in the event it flares up again.
6. Evacuate immediately if the fire extinguisher is empty and the fire is not out.
7. Evacuate immediately if the fire progresses beyond the incipient stage — it has just started.

RESIDENCE HALL POLICIES

The residence hall community at the University of New Orleans is made up of talented, active, and engaged students who have come to the University to pursue their degrees, to benefit from living with fellow scholars, and to enjoy their experiences. The behavior of each individual has an impact on others. A large number of students live in close proximity to each other, and all share the need for their home on campus to afford them the ability to rest and to study. The Office of Residential Life has instituted the policies below to assist in managing potentially disruptive behaviors within the academic community. The Office of Residential Life does not attempt to define every possible scenario which may occur. In situations not covered by specific regulations or policies, students should use common sense and ensure that their behavior is consistent with that of a mature, responsible member of the University of New Orleans community

PROHIBITED ACTIVITY IN THE UNIVERSITY OF NEW ORLEANS RESIDENT HALLS

1. Setting or fueling a fire of any size, using any device that creates an open flame (including candles), has an exposed heating element or a torchiere lamp with a halogen bulb; using any substance/device which can smolder and/ or create smoke (including toasters, toaster ovens, hot plates or appliances which contain an open element, or careless activity which could create a fire emergency. (See expanded banned item policy on page 12)
2. Tampering with or removing fire equipment.
3. False report of any emergency; damage or misuse of fire safety equipment.
4. Possession, use, or manufacture of explosive, flammable, or harmful materials.
5. Possession or use of any weapon including but not limited to: firearms, BB guns, air guns, paint guns, toy weapons, switchblades, or knives with a blade longer than 5 inches.
6. Causing any object to fall from a residence hall.
7. Causing physical harm or a reasonable expectation of physical harm to any person.
8. Harassing or threatening any person so as to interfere with that person's ability to sleep, study, or be present in one's own room or residence hall.
9. Possession, use, sale, or provision of any controlled substance, illegal drug, or related paraphernalia.
10. Theft of property or services; knowing possession of stolen property; unauthorized removal or possession of property or furnishings from common areas or other suites.
11. Possession or use of alcohol by anyone under 21 years of age; sale or provision of alcohol to anyone under 21 years of age; possession of alcohol in public areas or common sources of alcohol.
12. Interference with or obstruction of Residential Life or University officials in the performance of their duties; provision of false information to officials; failure to comply with directives from officials.
13. Engaging in noisy, disorderly, or disruptive behavior, which interferes with others' abilities to sleep, study, or be present in one's own room or residence hall; or creates an avoidable urgent situation to which University officials are required to respond.

14. Destroying, damaging, or defacing Office of Residential Life property or the property of others (including installation of unauthorized appliances, equipment, locks, chains, and modifications of room walls, furniture, paint, etc.)
15. Violation of conditions of Administrative Housing Probation; failure to complete assigned administrative sanctions.
16. Misuse of identification; possession, presentation, sale, distribution, or manufacture of false identification.
17. Failure to comply with guest policies.
18. Failure to monitor guests' behavior in order to assure adherence to the guest policy.
19. Unauthorized entry into any secured, or restricted residence hall space.
20. Misuse or unauthorized possession of room keys, building keys, or access cards.
21. Misuse of University-owned and/or personal computers, phones, telecommunications or network systems.
22. Violation of a written agreement with roommates, apartment/suite mates or other residents developed under the supervision of Residential Life.
23. Bringing or housing an animal inside a residence hall (excluding authorized Emotional Support Animals approved through the Office of Accessibility Services and Service animals which do not need approval).
24. Using, possessing, charging, and/or storing of electronic skateboards, including self-balancing hoverboards/scooters and other similar equipment is prohibited in all University residence halls (See expanded banned item policy on page 12)
25. Obstructing or impeding entrance to or egress from a residence hall.
26. Renting, subleasing, or loaning of a residence hall space.
27. Violations of Office of Residential Life policies and procedures published in the Terms and Conditions of the Housing Agreement, the Resident Handbook, and/or policies posted within the residence halls.

SURGE PROTECTOR AND POWER STRIP SAFETY INFORMATION

Every year, thousands of fires result from surge protectors, power strips and electrical cords.

Listed below are some suggestions to help prevent a possible fire from beginning.

- Use only surge protectors or power strips that have an internal circuit breaker. These units will trip the breaker if the power strip is overloaded or shorted to prevent overheating.
- Surge protectors, power strips, or extension cords are not a substitute for permanent wiring.
- If at any time the surge protector or plug strip is hot to the touch remove and replace the unit. The electrical load for this strip should be evaluated for overloading.
- At no time should a surge protector or plug strip be placed in a situation that will allow it to be exposed to a moist environment
- Any surge protector or power strip that does not have an internal circuit breaker, has frayed wires, or has a unit that is not working properly, should be replaced immediately.
- Do not plug a surge protector or power strip into an existing surge protector or power strip. This practice is called "daisy chaining" or "piggy backing" and can lead to serious problems.
- All surge protectors or power strips need to be UL (Underwriters Laboratory) or ETL (Electrical Testing Laboratories) approved. The UL or ETL label must never be removed from the unit. On the underside of the casing, there should be the manufacturer's name and the name of the testing lab where the unit was tested.
- There should only be one surge protector or power strip plugged into a single duplex electrical outlet.
- Do not locate a surge protector or power strip in any area where the unit would be covered with carpet, furniture, or any other item that will limit or prevent air circulation.
- Do not staple, tack, or tape a surge protector or power strip.

- Visually inspect all surge protectors or power strips on a regular basis to ensure that they are not damaged or showing signs of degradation. During the visual inspection, ensure that the plug is fully engaged in their respective outlets.
- When the surge protector or plug strip is not in use, unplug the unit.
- The surge protector or power strips should always have either a polarized plug with one of the blades being larger than the other one or a three-prong grounded plug. Never use a three to two prong adapter to power the unit.
- Surge protectors or power strips should have a cord of no more than 6 feet in length.
- Never plug medical equipment into a surge protector or power strip unless it is approved for this purpose.

FIRE STATISTICS ON CAMPUS

The Higher Education Opportunity Act (HEOA) requires two safety-related requirements on institutions that participate in federal student financial aid programs which follow:

1. **Fire Log** - Institutions must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities.
2. **Annual Fire Safety Report** - Institutions with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards.

FIRE SAFETY SYSTEMS

Student Housing Fire Safety Systems							
Building	Smoke Detectors	Audible Alarms	Strobes	Pull Stations	Sprinklers	Portable Fire Extinguishers	# Fire Drills (2024)
Pontchartrain Hall - North	Yes	Yes	Yes	Yes	Yes	Yes	2
Pontchartrain Hall - South	Yes	Yes	Yes	Yes	Yes	Yes	2
Lafitte Village	Yes	Yes	Yes	Yes	Yes	Yes	1
Privateer Place	Yes	Yes	Yes	Yes	Yes	Yes	1

REPORTED FIRES FOR THE YEAR 2024

ON-CAMPUS

Case #	Date	Time	General Location	Nature

ON-CAMPUS STUDENT HOUSING

Case #	Date	Time	General Location	Nature

ON-CAMPUS STUDENT HOUSING PAST 3 YEARS

Pontchartrain Hall (North and South)			
	2024	**2023**	**2022**
Fires	0	0	2
Injuries	0	0	0
Deaths	0	0	0

Lafitte Village			
	2024	**2023**	**2022**
Fires	0	0	0
Injuries	0	0	0
Deaths	0	0	0

Privateer Place Apartments			
	2024	**2023**	**2022**
Fires	0	1	1
Injuries	0	0	0
Deaths	0	0	0

THE UNIVERSITY *of*
NEW ORLEANS

2000 Lakeshore Drive
New Orleans, Louisiana 70148
Phone: 504.280.6000
www.uno.edu