

St. Norbert College Albuquerque

2024 ANNUAL SECURITY REPORT

Introduction

This report is provided in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, as amended. It provides students and employees of Saint Norbert College - Albuquerque ("College") with information on: the College's security arrangements, policies and procedures; programs that provide education on such things as drug and alcohol abuse, awareness of various kinds of sex offenses, and the prevention of crime generally; and procedures the College will take to notify the campus community in the event of an emergency. Its purpose is to provide students and employees with information that will help them make informed decisions relating to their own safety and the safety of others.

Policy for Preparing the Annual Report

This report is prepared by the Clery Compliance Officer in cooperation with local law enforcement authorities and includes information provided by them as well as by the College's campus security authorities and various other elements of the College. Each year an email notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the report's availability. Hard copies of the report may also be obtained at no cost by contacting Campus Safety, 306 Third St., De Pere WI 54115. The College is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and staff. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field, and are constantly tested and re-evaluated for their effectiveness.

General Safety and Security Policies

Campus Security Personnel & a i oi

The College does not have campus security or a police department. The College campus at St. Norbert College in Wisconsin has a Campus Security Department.

The College does not have any written agreements with local law enforcement.

Campus Security Authorities

The College has designated certain officials to serve as campus security authorities. Information of criminal activity can be made to these officials. They in turn will ensure that information is reported for collection as part of the College's annual report of crime statistics.

security authorities to whom the College

information, the college can keep an accurate record of the number of reported incidents involving students, determine whether there is a pattern of crime with regard to the particular location, method or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution. For the purposes of the Clery Act, we will report and disclose without the inclusion of identifying information.

The College encourages its pastoral and professional counselors, if and when they deem it appropriate, to inform the person they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual report of crime statistics.

Security of and Access to Campus Facilities

During business hours, St. Norbert College administrative and academic buildings are open to students, parents, employees, contractors, guests and invitees.

Security Considerations in the Maintenance of Facilities

Educational Programs Related to Security Awareness and Prevention of Czhours,

The previous paragraph does not apply to victims of dating violence, domestic violence, sexual assault, or stalking because under the Violence Against Women Act both the accused and accuser in these cases are given the results without the need to make a written request.

Drug and Alcohol Policy

St. Norbert College is committed to maintaining a work and campus environment free of drug and alcohol abuse in compliance with the Drug-Free Workplace Act of 1988 and the Drug-Free

Drug and Alcohol State Laws

Category	Summary (New Mexico Statutes)
Possession of Marijuana	<p>It is generally lawful for persons twenty-one years of age or older to possess, use, display, purchase, obtain, transport, or be under the influence of cannabis. N.M. Stat. Ann. § 26-2C-25. Persons under twenty-one years of age who possess cannabis are guilty of civil violations and face mandatory participation in drug education or community service. N.M. Stat. Ann. § 26-2C-30. For persons of age, any cannabis in excess of two ounces must be stored in the person's private residence and not visible from a public place. Possessing in public excessive amounts of cannabis, cannabis extract, or edible cannabis is illegal and comes with increasingly severe penalties as the amount in possession increases. Public smoking of cannabis is illegal, except in a "cannabis consumption area," and comes with a civil penalty of \$50. N.M. Stat. Ann. § 26-2C-26. With some exceptions, it is generally unlawful for a person without a license to intentionally produce cannabis products. N.M. Stat. Ann. § 26-2C-27. Intentionally producing more than a small number of cannabis plants is subject to a range of penalties based on the age of the person and the number of plants produced, and persons less than sixteen years of age are prohibited from producing cannabis products entirely. N.M. Stat. Ann. § 26-2C-28. It is generally unlawful for a person to intentionally produce, manufacture, distribute, courier or sell illegal cannabis products or possession with intent to manufacture, distribute, courier or sell illegal cannabis products. N.M. Stat. Ann. § 26-2C-28. A person between the ages of sixteen and twenty years of age who violates this provision is guilty of a misdemeanor and a person twenty-one years of age or older who traffics cannabis products is guilty of a third-degree felony for a first offense. A person who traffics cannabis products is guilty of a third-degree felony for a subsequent offense. Intentional distribution of or possession</p>

Category

Summary (New Mexico Statutes)

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Category	Summary (New Mexico Statutes)
Driving Under the Influence (DUI)	<p>Any person who gives, loans, sells or delivers an identity card to a minor with the knowledge that the minor intends to use the identity card for the purpose of procuring or attempting to procure any alcoholic beverages is guilty of a petty misdemeanor punishable by imprisonment of up to 6 months and/or a fine of up to \$500. N.M. Stat. Ann. §§ 60-7B-8, 31-19-1.</p> <p>It is unlawful for a person who is under the influence of intoxicating liquor or the influence of any drug to a degree that renders the person incapable of safely driving a vehicle to drive a vehicle. N.M. Stat. Ann. § 66-8-102. It is also unlawful to drive a vehicle while having a blood alcohol concentration of eight one hundredths or more in the person's blood or breath within three hours of driving the vehicle and the alcohol concentration results from alcohol consumed before or while driving the vehicle. N.M. Stat. Ann. § 66-8-102. A first offense carries a term of imprisonment for not more than 90 days and/or a fine of not more than \$500. Additionally, the offender shall be sentenced to not less than twenty-four hours of community service, may be required to pay a fine of \$300, shall be ordered by the court to participate in and complete a screening program and must attend a driver rehabilitation program for alcohol or drugs. Subsequent offenses carry harsher penalties.</p>

Drug and Alcohol Abuse Prevention Program

St. Norbert College offers alcohol and other drug programming, counseling, assessments, referrals, an employee assistance program, the dissemination of informational materials, support groups and mandatory programming attendance for violators of alcohol and other drug violations.

In accordance with the Drug-Free Schools and Communities Act of 1989, the Drug and Alcohol Abuse Prevention Program (DAAPP) is distributed to all campus faculty, staff and students annually, and is found on the Consumer Information Disclosures page of the St. Norbert College website. A copy of the DAAPP

Policies, Procedures, and Programs Related to Dating Violence, Domestic Violence, Sexual Assault, and Stalking

Consistent with applicable laws, the College prohibits dating violence, domestic violence, sexual assault, and stalking. The College's policy used to address complaints of this nature, as well as the procedures for filing, investigating and resolving complaints, may be found at:

Policy Against Harassment/Discrimination and Complaint Resolution Overview:

Complaint Resolution Procedures for Students:

Complaint Resolution Procedures for Employees:

The following sections of this report discuss the College's educational programs to promote the awareness of dating violence, domestic violence, sexual assault and stalking; provides information concerning procedures students and employees should follow and the services available in the event they do become a victim of one of these offenses, and advises students and employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

Primary Prevention and Awareness Program:

The College conducts a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees. The PPAP advises campus community members that the College prohibits the offenses of dating violence, domestic violence, sexual assault and stalking. They are also informed of the topics discussed below, including relevant definitions, risk reduction, and bystander intervention.

Crime Definitions

Crime Type (New Mexico Statutes)	Definitions
Dating Violence	The institution has determined, based on good-faith research, that New Mexico law does not define the term dating violence.
Domestic Violence	The institution has determined, based on good-faith research, that New Mexico law does not define the term domestic violence. However, New Mexico's Family Violence Protection Act provides the following (N.M. Stat. § 40-13-2): “domestic abuse”: (1) means an incident of stalking or sexual assault whether committed by a household member or not; (2) means an incident by a household member against another household member consisting of or resulting in: (a) physical harm; (b) severe emotional distress; (c) bodily injury or assault; (d) a threat causing imminent fear of bodily injury by any household member; (e) criminal trespass; (f) criminal damage to property; (g) repeatedly driving by a residence or work place; (h) telephone harassment; (i) harassment; (j) strangulation; (k) suffocation; or (l) harm or threatened harm to children as set forth in this paragraph;

**Crime Type
(New Mexico
Statutes)**

Definitions

and (3) does not mean the use of force in self-defense or the defense of another.

“household member” means a spouse, former spouse, parent, present or former stepparent, present or former parent in-law, grandparent, grandparent-in-law, child, stepchild, grandchild, co-parent of a child or a person with whom the

**Crime Type
(New Mexico
Statutes)**

Definitions

- “strangulation” means the unlawful touching or application of force to another person's neck or throat with intent to injure that person and in a manner

**Crime Type
(New Mexico
Statutes)**

**Crime Type
(New Mexico
Statutes)**

Definitions

- G. Criminal sexual penetration in the fourth degree consists of all criminal sexual penetration not defined in Subsections D through F of this section perpetrated on a child thirteen to sixteen years of age when the perpetrator is at least eighteen years of age and is at least four years older than the child and not the spouse of that child.

Criminal sexual contact (N.M. Stat. § 30-9-12):

- Criminal sexual contact is the unlawful and intentional touching of or application of force, without consent, to the unclothed intimate parts of another who has reached his eighteenth birthday, or intentionally

**Crime Type
(New Mexico
Statutes)**

Definitions

C. Criminal sexual contact of a minor in the

and sustained pressure for sexual activity. Coercive behavior differs from seductive behavior based on the type of pressure someone uses to get consent from another. A person's words or conduct cannot amount to coercion unless they wrongfully impair the other's freedom of will and ability to choose whether or not to engage in sexual activity. When a person makes it clear that the person does not want to engage in sexual activity, that the person wants to stop, or that the person does not want to go past a certain point of sexual interaction, continued pressure beyond that point may be coercive.

2. Force - The use of physical violence and/or physical intimidation to gain sexual access. Force also includes threats, intimidation (implied threats) and coercion that overcome resistance or produce acquiescence. For example, the following statements represent the use of force: "Have sex with me or I will hit you." "Okay, don't hit me; I'll do what you want." There is no requirement that a person resists a sexual advance or request, but resistance is a clear demonstration of non-consent. The presence of force is not demonstrated by the absence of resistance. Sexual activity that is forced is by definition non-consensual, but non-consensual sexual activity is not by definition

3. Incapacitation - Incapacitation is a state where an individual cannot make an informed and rational decision to consent to engage in sexual activity because the individual lacks conscious knowledge of the nature of the act (e.g., to understand the "who, what, where, when, why or how" of the sexual interaction) and/or is physically or mentally helpless. An individual is also considered incapacitated, and therefore unable to give consent, when asleep, unconscious, or otherwise unaware that sexual activity is occurring. Incapacitation can only be found when the respondent knew or should have known that the complainant was incapacitated when viewed from the position of a sober, reasonable person. One's own intoxication is not an excuse for failure to recognize another person's incapacitation.

If you find yourself in an uncomfortable sexual situation, these suggestions may help you reduce your risk:
Make your limits known.
You can withdraw consent to sexual activity at

Don't make assumptions about the other person's consent or about how far they are willing to go.

Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.

If your partner expresses a withdrawal of consent, stop immediately.

Clearly communicate your sexual intentions so that the other person has a chance to clearly tell you their intentions.

Consider "mixed messages" a clear sign that the other person is uncomfortable with the situation and may not be ready to progress sexually.

Don't take advantage of someone who is really drunk or on drugs, even if they knowingly and intentionally put themselves in that state. Further, don't be afraid to step in if you see someone else trying to take advantage of a nearly incapacitated person.

Be aware of the signs of incapacitation, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc.

It is also important to be aware of the warning signs of someone who is abusive. Some examples include: past abuse; threats of violence or abuse; breaking objects; using force during an argument; jealousy; controlling behavior; quick involvement; unrealistic expectations; isolation; blames others for problems; hypersensitivity; cruelty to animals or children; "playful" use of force during sex.

In addition to reporting incidents to appropriate authorities, below are some to

4. Where applicable, the rights of victims and the institution's responsibilities regarding orders of protection, no-contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

Victims of physical assault are advised to not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence. Don't bathe or wash, or otherwise clean the environment in which the assault occurred. You can obtain a forensic examination at

Completing a forensic examination does not require you to file a police report, but having a forensic examination B 2 s
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Victims may contact local domestic violence and sexual assault advocates for assistance in obtaining a protection order. When a protection order is granted, it is enforceable statewide.

US Dept. of Justice Office on Violence Against Women:
National Coalition Against Domestic Violence:
National Sexual Violence Resource Center:
U.S. Citizenship and Immigration Services:
Immigration Advocates Network:

Accommodations and Protective Measures:

The College will provide

Title IX Coordinator

Heather Butterfield
Assistant Vice President of Human Resources
920-403-3210
Main Hall Suite 11
heather.butterfield@snc.edu

Deputy Title IX Coordinator

Joe Totman Ed.D
Assistant Vice President for Student Affairs & Residential Education and Housing
920-403-1322
Todd Wehr Hall room 315
joe.totman@snc.edu

Campus Safety

920-403-3260
306 Third St.
De Pere WI 54115

An electronic form available at https://cm.maxient.com/reportingform.php?StNorbertCollege&layout_id=21 can also be used to file a report.

Once a complaint is made, the Title IX Coordinator will commence the investigatory process as soon as practical. The Title IX Coordinator and/or designee will analyze the complaint and notify the respondent that a complaint has been filed using the Notice of Allegations and Investigations form.

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After reviewing all evidence, including statements from the hearing, the hearing officer will make a determination about the allegations. Both parties will receive notification of the outcome within five (5) business days. Both parties have an equal opportunity to appeal the determination by filing a written appeal within five (5) business days of being notified of the outcome of the investigation. An appeals officer will make a determination within 5 (five) business days or sooner.

For employee-related instances of _____, a

Ongoing supportive measures assignment, where the Title IX Coordinator resolves the matter informally by providing long-term supportive measures for both Parties to remedy the situation.

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An acceptance of responsibility, where the respondent takes responsibility for alleged policy violations and accepts relevant disciplinary sanction(s).

Alternative resolution is not an option when the Title IX Coordinator and/or Title IX Deputy Coordinator determines a situation is not eligible for alternative resolution. Alternative resolution may be offered at different points in resolving a formal complaint, at the discretion of the Coordinator/Deputy Coordinator, such as with the issuance of an NOIA (Notice of Complaint, Investigation and Allegations) after an investigation has been completed.

The following standards apply to any alternative resolution method that is utilized:

1. The alternative process can only be used with both parties' voluntary cooperation after receiving a full disclosure of the allegations and their options for formal resolution, and with appropriate involvement by the institution (e.g., the Title IX Coordinator);
2. The complainant will not be required to "work out" the problem directly with the respondent.
3. Either party may terminate the alternative process at any time and elevate the matter to the formal investigation/hearing procedures; and
4. With the agreement of the parties involved and the college, a complaint may be alternatively resolved at any stage of these procedures.

Prior to commencing the alternative resolution process

Rights of the Parties in an Institutional Proceeding:

During the course of the process described in the previous section, both the accuser and the individual accused of the offense are entitled to:

1. A prompt, fair and impartial process from the initial investigation to the final result.
 - o A prompt, fair and impartial process is one that is:
 - Completed within reasonably prompt timeframes designated by the institution's policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.
 - Conducted in a manner that:
 - o Is consistent with the institution's policies and transparent to the accuser and the accused.
 - o Includes timely notice of meetings at which the accuser or accused, or both, may be present; and
 - o Provides timely access to the accuser, the accused and appropriate officials to any information that will be used during the informal and formal disciplinary meetings and hearings.
 - Conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused.
2. Proceedings conducted by officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
 - o Such training addresses topics such as relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, basic procedural rules for conducting a proceeding, and avoiding actual and perceived conflicts of interest. Some of the training attended included (but is not limited to):
 - ATIXA Title IX Coordinator / Investigator Certificate Training
 - NACCOP 2019 VAWA Adjudicator Course
3. The same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice. The institution may not limit the choice of advisor, but may establish limits regarding any to

official or entity authorized to resolve disciplinary matters” and must include the rationale for

Victims to Receive

campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: tornadoes, bomb threats, chemical spills, disease outbreaks, fires, active shooters, etc. The College has communicated with local police requesting their cooperation in informing the College about situations reported to them that may warrant an emergency response.

Department	Situation	Phone Number	Location
Police, Fire, Emergency Medical Services	Emergency		

notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The -Vice President for Enrollment Management and Student Success or his designee will direct the issuance of emergency notifications, which will be accomplished using one or more of methods discussed later in this section, depending on the nature of the threat and the segment of the campus



