Campuses addressed in this report include: Fairbanks, Interior Alaska, Bristol Bay, Chukchi, Community and Technical College, Fort Yukon, Seward, Tok, Toolik, Kuskokwim, and Northwest.
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A MESSAGE FROM THE DIRECTOR OF THE CENTER FOR STUDENT RIGHTS AND RESPONSIBILITIES

Dear Nanook Nation,

We present to our University Community the 2021 Annual Security and Fire Safety Report. This report has been a collaborative effort of many University departments, with the assistance of staff, faculty, students and local stakeholders. The diligent efforts of those involved has been essential in ensuring that this annual report is delivered on time, accurately reflects our campuses and provides accurate information.

Our annual security and fire safety report includes information about campus security and personal safety, including topics such as crime prevention, crime reporting policies, the authority of the University Police Department, student disciplinary procedures, fire safety, sexual misconduct and other policies that reflect safety and security on campus. The report also contains statistics regarding crimes reported as having occurred on campus; in certain non-campus buildings or property owned or controlled by UAF; or on property within, or immediately adjacent to and accessible from, any UAF campus. We share this data in order to provide transparency and insight for members of our community.

The Center for Student Rights and Responsibilities (CSRR) supports student-centered programs and services designed to assist students in achieving their personal, educational, and social goals. Our mission is not exclusively to empower and encourage students, we are also here as a resource to faculty, staff and the entire campus community to be successful in all facets of their lives and to promote a campus culture of respect and institutional values of diversity, inclusivity, and caring.

The Center for Student Rights and Responsibilities recognizes that students may experience unique challenges or hardships while attending the University of Alaska Fairbanks; therefore, we strive to support students during unforeseen extenuating life events in order to achieve student success and maximize personal wellness. Students are supported and empowered by the CSRR through Student Care services, such as the Student Care Team.

The core principles of Student CARE are to Connect, Advocate, Refer, and Educate through early intervention and connecting to supportive resources to ensure their success as a student during their time at UAF. The CSRR student care services foster a sense of well-being and facilitate student success through holistic student development. We promote an educational and
developmental approach to student conduct that prioritizes learning and growth, accountability for behaviors and decisions, and ethical development. The Center for Student Rights and Responsibilities also provides support related to other primary functions of the University, such as student trainings, safety and prevention programs, student requests for assistance, and other issues important to student success and well-being.

If you have questions about the annual security and fire safety report please contact the Center for Student Rights and Responsibilities at 907-474-7317 or the UAF Police Department at 907-474-7721.

Remember, campus safety is a community effort. Thank you for helping to keep UAF safe.

Kaydee Van Flein
Director and Chief Student Conduct Officer
Center for Student Rights and Responsibilities
A MESSAGE FROM THE CHIEF OF POLICE

In compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), the University of Alaska introduces the 2021 Jeanne Clery Act Annual Security Report. Enclosed you will find information about key institutional policies, personal safety and crime prevention, how to report suspicious and criminal activities, and required Clery Act crime statistics for the last three calendar years.

The University of Alaska combines beautiful campus settings all over the State of Alaska, amazing recreational activities, and a friendly and collaborative atmosphere to provide an educational experience that fosters intellectual, cognitive, social, and personal growth.

Safety is one of the University’s top priorities and continues to be an integral part of our success as we move forward. This report compiles information gathered from throughout our community in 2020 and includes reports from all departments and all employees defined in the Clery Act as "campus security authorities." It shows our commitment to provide policies, practices, and outreach to make the safest community possible for all to live, work, and learn.

Crime prevention and safety takes the cooperation and collaboration of the entire community. The University Police Department appreciates working with and within the community to maintain a proactive approach to safety.

The information in this report could prevent you from becoming a future victim of on or off-campus crime. It is designed to update you on the support services as well as the safety-related educational programs, seminars, and activities that are available to you at our University. I encourage you to open the lines of communication with us by sharing your thoughts and insights on campus safety, crime prevention, and law enforcement. I look forward to working with you to make UAF a safer campus for our community and best wishes for a safe, healthy, and successful year at the University of Alaska.

Kathy Catron
Chief of Police
University of Alaska Police Department
ABOUT UAF POLICE

The UAF Police Department has a staff of sworn patrol officers that provide police services to the UAF community 24 hours a day, 365 days a year. The commissioned police officers are supported by a staff of professionally trained emergency dispatchers and part time student security officers (community service officers), whose duties include building lock-ups, safety escort services, foot patrols of the campus and other campus safety related duties.

Jurisdiction
The University Police Department's jurisdiction is bounded by the following roads: Farmer's Loop Road to University Avenue on the East side, Geist Road on the South side, the Parks Highway, Sheep Creek Road Extension, Sheep Creek Road, and Miller Hill on the West side, and Yankovich Road (excepting the private property just south of Yankovich Road) on the north side.

Authority
All UAF police officers are commissioned. The President of the University has authority to issue commissions to qualified individuals under A.S. 14.40.043, A.S. 18.65.290, and Regents' Policy 02.09.01. The commission vests the officer with general police powers to enforce state and local laws in connection with offenses committed on property of the University. They have full arrest powers as police officers with regard to crimes occurring on UAF property. In addition, officers have jurisdiction throughout the entire state of Alaska. UAF police officers are armed and they undergo annual firearms training and qualifications based on state standards. The department has a written “Use of Force” policy, which is reviewed with officers on an annual basis.

Crime Log
The UAF Police maintains a daily crime log that describes incidents reported to the UAF Police. The official crime log is available at the UAF Police station for inspection during normal business hours. Logs contain the time, date, and general location of all reported criminal incidents. Information from crime reports is analyzed to spot crime trends and allocate resources more efficiently.
Local and Other Law Enforcement Agencies
Although there are no formal written agreements or memoranda of understanding with other police departments, the UAF Police Department maintains cooperative relationships with the Alaska State Troopers, Fairbanks Police departments and other law enforcement agencies. This cooperation includes participation in a police radio and computer network, training programs, special events coordination, and assistance with imminent or active threats to the community.

In accordance with the Clery Act, the UAF Police annually collects data for statistical purposes from local jurisdictions.

UAFPD's Responsibility to the Community
The UAFPD has a responsibility to the UAF Community to protect life and safeguard property, and:

• To provide a safe learning environment to the UAF Community.
• To strive to be a leader in university policing.
• To develop partnerships and improve ties to the UAF and local communities.
• To be a problem solver, and improve UAFPD’s responsiveness to the UAF community.
• To be accountable to the UAF community and get a commitment from the community to promote personal safety.
• To empower the UAF community, and assist the community in identifying issues/problems and prioritizing their needs.
THE CLERY ACT

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, more commonly known as the Clery Act, requires colleges and universities to:

- Publish and distribute an Annual Security Report to current and prospective students and employees by October 1 of each year. The report must provide crime statistics for the past three years, detail campus and community policies about safety and security measures, describe campus crime prevention programs, and list procedures to be followed in the investigation and prosecution of alleged sex offenses.
- Provide students and employees with timely warnings of crimes that represent a threat to their safety. The University Police Department (UPD) must also keep and make available to the public a detailed crime log of all crimes reported to them in the past 60 days. Crime logs must be kept for seven years, and logs older than 60 days must be made available within two business days upon request.
- Keep the past three years of crime statistics detailing crimes that have occurred: on-campus; in university residential facilities; in public areas on or near campus; and in certain non-campus buildings, such as fraternities/sororities and remote classrooms. UAF must also report liquor and drug law violations and illegal weapons possession if they result in a disciplinary referral or arrest.
- Disclose missing student notification procedures that pertain to students residing in any on-campus student housing facilities.
- Disclose fire safety information related to any on-campus student housing facilities. This includes maintaining a fire log that is open to public inspection and publishing an Annual Fire Safety Report containing policy statements and fire statistics associated with each on-campus student housing facility. These statistics must include the location, cause, injuries, deaths, and property damage of each fire.
- Submit the collected crime and fire statistics to the Department of Education each fall.
- Inform prospective students and employees about the availability of the Annual Fire Safety Report.
Notice of Non-Discrimination

The University of Alaska does not discriminate on the basis of race, religion, color, national origin, citizenship, age, sex, physical or mental disability, status as a protected veteran, marital status, changes in marital status, pregnancy, childbirth or related medical conditions, parenthood, sexual orientation, gender identity, political affiliation or belief, genetic information, or other legally protected status.

When implementing this commitment, the University is guided by Title VI and VII of the Civil Rights Act of 1964 and Civil Rights Act of 1991; Title IX of the Education Amendments of 1972; Executive Order 11246, and Executive Order 11375, as amended; Equal Pay Act of 1963; Age Discrimination in Employment Act of 1967 and Age Discrimination Act of 1975; Vietnam Era Veterans Readjustment Assistance Act of 1974; Americans with Disabilities Act (ADA) of 1990; the Americans with Disabilities Act Amendments Act of 2008; Genetic Information Nondiscrimination Act of 2008; Pregnancy Discrimination Act; Immigration Reform & Control Act; Vocational Rehabilitation Act of 1973 and other federal laws or Alaska Statutes which guarantee equal opportunity to individuals and protected classes within our society.

The University's commitment to nondiscrimination, including against sex discrimination, applies to students, employees, and applicants for admission and employment.

This policy therefore affects employment policies and actions, as well as the delivery of educational services at all levels and facilities of the University. Further, the University's objective of ensuring equal opportunity will be met by taking affirmative action: i.e., making intensified, goal-oriented efforts to substantially increase the participation of groups where their representation is less than proportionate to their availability; providing reasonable accommodations to employees and students with disabilities; and ensuring that employment opportunities are widely disseminated to agencies and organizations that serve underrepresented protected classes.

The following person has been designated to handle inquiries regarding the nondiscrimination policies:

University of Alaska Fairbanks
Director, ADA/504 Coordinator, Department of Equity and Compliance
1692 Tok Lane, 3rd Floor Constitution Hall
PO Box 756910
Fairbanks, AK 99775-6910
For sex discrimination claims or other inquiries concerning the application of Title IX of the Education Amendments of 1972 and its implementing regulations, individuals may contact the University’s Title IX Coordinator, or the Assistant Secretary in the U.S. Department of Education Office of Civil Rights, or both:

**UAF Title IX Coordinator**  
1692 Tok Lane, 3rd Floor Constitution Hall  
Fairbanks, AK 99775-6910  
Phone: 907-474-7300  
E-Mail: uaf-tix@alaska.edu  
[http://www.uaf.edu/equity](http://www.uaf.edu/equity)

**Office for Civil Rights, Seattle Office**  
U.S. Department of Education  
915 Second Ave., Room 3310  
Seattle, WA 98174-1099  
Phone: 206-607-1600  
TDD: 800-877-8339  
E-mail: OCR.Seattle@ed.gov  
[Website: http://www2.ed.gov/about/offices/list/ocr/docs/howto.html](http://www2.ed.gov/about/offices/list/ocr/docs/howto.html)

For employment or educational discrimination, students, parents, employees and applicants for employment may file a complaint with the U.S. Department of Education within 180 calendar days of the alleged discriminatory act.

**Office for Civil Rights, Seattle Office**  
U.S. Department of Education  
915 Second Ave., Room 3310  
Seattle, WA 98174-1099  
Phone: 206-607-1600  
TDD: 800-877-8339  
E-mail: OCR.Seattle@ed.gov  
[Website: http://www2.ed.gov/about/offices/list/ocr/docs/howto.html](http://www2.ed.gov/about/offices/list/ocr/docs/howto.html)
For employment discrimination, employees and applicants for employment may file a complaint with the Equal Employment Opportunity Commission at the below addresses within 180 calendar days of the alleged discriminatory act.

**Equal Employment Opportunity Commission**
Federal Office Building  
909 First Avenue  
Suite 400  
Seattle, WA 98104-1061  
Phone: 800-669-4000  
Fax: 206-220-6911  
TTY: 800-669-6820  
Website: [http://www.eeoc.gov/employees/charge.cfm](http://www.eeoc.gov/employees/charge.cfm)

For educational discrimination, individuals may file a complaint with the U. S. Department of Justice

**U.S. Department of Justice Civil Rights Division**
950 Pennsylvania Avenue, N.W.  
Educational Opportunities Section, PHB  
Washington, D.C. 20530  
Phone: 202-514-4092 or 1-877-292-3804 (toll-free)  
Fax: 202-514-8337  
E-mail: education@usdoj.gov  
Website: [http://www.justice.gov/crt/how-file-complaint#three](http://www.justice.gov/crt/how-file-complaint#three)

For employment or educational discrimination, individuals may file a complaint with the State of Alaska:

**Alaska State Human Rights Commission**
800 A Street, Suite 204  
Anchorage, AK 99501-3669  
Anchorage Area: 907-274-4692  
Anchorage Area TTY/TDD: 907-276-3177  
Toll-Free Complaint Hot Line (in-state only): 800-478-4692  
TTY/TDD Toll-Free Complaint Hot Line (in-state only): 800-478-3177  
Website: [humanrights.alaska.gov](http://humanrights.alaska.gov)
For discrimination related to a Department of Labor funded grant, individuals may file a complaint with the U. S. Department of Labor within 180 calendar days of the alleged discriminatory act.

**U.S. Department of Labor**
ATTENTION: Office of External Enforcement  
Director, Civil Rights Center  
200 Constitution Avenue, NW  
Room N-4123  
Washington, DC 20210  
Fax: 202-693-6505, ATTENTION: Office of External Enforcement (limit of 15 pages)  
E-mail: CRCExternalComplaints@dol.gov  
Website: https://www.dol.gov/agencies/oasam/centers-offices/civil-rights-center

For discrimination related to a National Science Foundation funded grant, individuals may file a complaint with the National Science Foundation within 90 calendar days of the alleged discriminatory act on the basis of race, sex (including sexual harassment), color, national origin and disability. Age discrimination complaints may be filed within 180 calendar days of the alleged discriminatory act.

**National Science Foundation**
NSF Awardee Compliance Manager  
Office of Diversity & Inclusion (ODI)  
2415 Eisenhower Avenue  
Alexandria, VA 22314  
Phone: 703-292-8020  
E-mail: ProgramComplaints@nsf.gov  
Website: https://www.nsf.gov/od/odi/
COMPLIANCE WITH THE CLERY ACT

This report is prepared to fulfill the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Violence Against Women Act (VAWA). The report is prepared by staff members of the University of Alaska. This report may be found at the Center for Student Rights and Responsibilities web site: https://uaf.edu/csrr/safety-prevention/security-fire.php The report will be mailed to anyone requesting a paper copy. Anyone may obtain a paper copy by requesting one at the Center for Student Rights and Responsibilities, located inside of the Eielson Building, room 110.

To our community members with special needs, the Center for Student’s Rights and Responsibilities will make every effort to produce a copy of the Annual Security Report in a format that is conducive to your needs.

Questions on the Clery Act

Crime Statistic Sources
In preparing its annual disclosure of crime statistics, it is the UAF Police’s policy to collect information reported directly to the UAF Police and also to solicit information about crimes from other local and rural law enforcement agencies, campus officials with responsibility for student and campus activities, including representatives from the Department of Athletics, Nanook Recreation, Student Support Services, Department of Residence Life, the Department of Equity and Compliance, the Center for Student Rights and Responsibilities, Center for Student Engagement, the Office of the Vice Chancellor, and the Human Resources Department.
Collecting and Preparing Crime Statistics

The Center for Student Rights and Responsibilities in collaboration with the branch campuses and UPD prepare this report. Policies for this report were gathered from the Department of Residence Life, Human Resources, Division of Student Affairs, Athletics, Department of Equity and Compliance, and other departments on campus.

Statistics are gathered through reports to UPD, Center for Student Rights and Responsibilities, Housing (Residence Life departments at Fairbanks & Kuskokwim campuses), Department of Equity and Compliance, Campus Security Authorities (CSA) and local law enforcement. UAF’s rural campuses annually request statistical information from the appropriate law enforcement agencies for rural campus operations that include Fairbanks, Interior Alaska, Bristol Bay, Chukchi, Community and Technical College, Fort Yukon, Seward, Tok, Toolik, Kuskokwim, and Northwest.

When received and applicable to Clery geography, raw statistics provided by law enforcement agencies are categorized accordingly. The individual compiling relevant crime data for each campus may be unable to determine if these statistics adhere to the Uniform Crime Reporting (UCR) categories utilized by Clery reporting. Further, statistics received may describe an area that is more expansive than the space controlled by UAF when and where instruction is offered. An updated Annual Security Report (ASR) reflects statistics and policy pertaining to the three previous calendar years with recordable dates being January 1 - December 31.

Crime, arrest, and referral statistics are reviewed to ensure statistics are not missed or double counted. A copy of this report is disseminated to students, staff, and faculty in an email sent by October 1 each fall semester. Crimes are classified using the FBI Uniformed Crime Reporting Handbooks, the National Incident Based Reporting System Handbook, and the Handbook for Campus Safety and Security Reporting. Alaska State law is used to define drug, liquor, and weapons law violations, as well as incidents of domestic and dating violence.

**Daily Crime and Fire Log**

**Fire Log**
A Fire log is available for review at the 1011 N Chandalar Dr, Fairbanks, AK 99709, from 8 a.m.-5 p.m. Monday through Friday, excluding holidays. The information in the fire log includes information about fires that occur in residential facilities, including nature, date, time, and general location.

**Daily Crime Log**
UAF Police Department maintains a Daily Crime Log which is available to the public for review, at the UAF Police Department Office in the Whitaker Building 1788 Yukon Dr, Fairbanks, AK 99775, from 8 a.m.-5 p.m. Monday through Friday, excluding holidays. A version of the Daily Crime Log is also available online at: [https://www.uaf.edu/police/campus-safety-clery/daily-reports.php](https://www.uaf.edu/police/campus-safety-clery/daily-reports.php)

**Reportable Crimes**

The Clery Act specifies the standard set of crimes institutions of higher education must disclose in their annual statistics. These crimes must also have occurred within the Clery Act geography of the university, as designated by the U.S. Department of Education. The uniform guidelines allow institutions throughout the United States to be compared by the same standard. Complete definitions of the Clery Act geographical categories may be found in the appendix. It is important to note that the terms “victim” and “survivor” are used interchangeably throughout this report.

The Clery Act requires universities to disclose statistics for all reported Clery Act offenses. Therefore, even if a local law enforcement agency or district attorney chooses not to charge an individual because they believe there is insufficient evidence to reach a conviction, the reported Clery Act offense(s) will still be counted in the crime statistics if the incident occurred within the Clery Act geography of the university. If sworn law enforcement personnel determine that an incident could not have occurred or did not occur, the crime may be “unfounded” and will be included in the unfounded crime category of the annual report.

The Clery Act requires universities to disclose statistics for the following offenses:
Primary Criminal Offenses

- Murder and Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another.

- Manslaughter by Negligence: the killing of another person through negligence.

- Rape - The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

- Fondling - The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

- Incest - Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

- Statutory Rape - Sexual intercourse with a person who is under the statutory age of consent.

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

- Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

- Burglary - The unlawful entry of a structure to commit a felony or a theft.

- Motor Vehicle Theft - The theft or attempted theft of a motor vehicle.

- Arson - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.
<table>
<thead>
<tr>
<th>Primary Criminal Offenses</th>
<th>Count by Number of:</th>
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<tbody>
<tr>
<td>Crime:</td>
<td></td>
</tr>
<tr>
<td>Criminal Homicide-Murder and Non-negligent Manslaughter</td>
<td>Victims</td>
</tr>
<tr>
<td>Criminal Homicide-Manslaughter by Negligence</td>
<td>Victims</td>
</tr>
<tr>
<td>Sexual Assault-Rape</td>
<td>Victims</td>
</tr>
<tr>
<td>Sexual Assault-Fondling</td>
<td>Victims</td>
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<tr>
<td>Sexual Assault-Incest</td>
<td>Victims</td>
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<tr>
<td>Sexual Assault-Statutory Rape</td>
<td>Victims</td>
</tr>
<tr>
<td>Robbery</td>
<td>Incidents</td>
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<tr>
<td>Aggravated Assault</td>
<td>Victims</td>
</tr>
<tr>
<td>Burglary</td>
<td>Incidents</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>Vehicles</td>
</tr>
<tr>
<td>Arson</td>
<td>Point(s) of Origin</td>
</tr>
</tbody>
</table>

**Hate Crimes**

All hate crimes associated with any of the following crimes: homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, any other crime involving bodily injury, larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property reported to law enforcement need to be reported. Hate crimes are those crimes that manifest evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Although there are many categories of bias, under the Clery Act, only the following eight category are reported:

- Race: a preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.
• 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, atheist.

• Sexual Orientation: a preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

• Gender: a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g. male or female.

• Gender Identity: a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

• Ethnicity: a preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or an ideology that stresses common ancestry.

• National Origin: a preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.

• Disability: a preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

• In addition to the primary criminal offenses, the following crimes are also classified as hate crimes when there is evidence that the offense was committed with bias against one of the categories listed above.

• Larceny/Theft: the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

• Simple Assault: an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated
bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

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

<table>
<thead>
<tr>
<th>Hate Crimes</th>
<th>Count by Number of:</th>
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</thead>
<tbody>
<tr>
<td>Hate Crimes (Any of the Primary Criminal Offenses)</td>
<td>Victims</td>
</tr>
<tr>
<td>Hate Crime-Larceny</td>
<td>Victims</td>
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<tr>
<td>Hate Crime- Simple Assault</td>
<td>Victims</td>
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<tr>
<td>Hate Crime- Intimidiation</td>
<td>Victims</td>
</tr>
<tr>
<td>Hate Crime- Destruction/Damage/Vandalism of Property</td>
<td>Victims</td>
</tr>
</tbody>
</table>

**Violence Against Women Act (VAWA) Offenses**

- Domestic Violence
  - A felony or misdemeanor crime of violence committed by—
    A current or former spouse or intimate partner of the victim;
    A person with whom the victim shares a child;
    A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
    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
    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.

Dating Violence
• Violence committed by—
A person who is or has been in a social relationship of a romantic or intimate nature with the victim; and
Where the existence of such a relationship shall be determined based on the reporting party’s statement and 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.
Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
Dating violence does not include acts covered under the definition of domestic violence.
Stalking
  • Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
    Fear for the person’s safety or the safety of others; or
    Suffer substantial emotional distress.
For the purposes of this definition—
Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

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<thead>
<tr>
<th>Violence Against Women Act (VAWA) Offenses</th>
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<tr>
<td><strong>Offense:</strong></td>
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<tr>
<td>Domestic Violence</td>
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<tr>
<td>Count by Number of:</td>
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<tr>
<td>Victims</td>
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<tr>
<td>Dating Violence</td>
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<tr>
<td>Victims</td>
</tr>
<tr>
<td>Stalking</td>
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<tr>
<td>Victims</td>
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</tbody>
</table>
Liquor, Drug, Weapon Law Offenses

For liquor, drug, and weapon offenses, the statistics are divided into two categories: individuals who were arrested and individuals who were referred to the University of Alaska Fairbanks for disciplinary action as a result of a law violation.

- Liquor Law Offenses: 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.

- Drug Abuse Offenses: the violation of state or local 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 law or ordinances, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

- Weapon Law Offenses: the violation of state or local laws 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.

<table>
<thead>
<tr>
<th>Offense:</th>
<th>Count by Number of:</th>
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<tbody>
<tr>
<td>Liquor, Drug, and Weapon Law Offenses-Arrests Individual(s)</td>
<td>Arrested</td>
</tr>
<tr>
<td>Liquor, Drug, and Weapon Law Offenses-Referrals Individual(s)</td>
<td>Referred</td>
</tr>
</tbody>
</table>
Hierarchical Rule

When counting multiple offenses, you must use the FBI’s UCR Hierarchy Rule. Under this rule, when more than one Criminal Offense was committed during a single incident institutions should only count the most serious offense. A single incident means that the offenses were committed at the same time and place. That is, the time interval between the offenses and the distance between the locations where they occurred were insignificant. Beginning with the most serious offense, the following list shows the hierarchy for Clery Act reporting.

- Murder and Non-negligent Manslaughter
- Manslaughter by Negligence
- Sexual Assault
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft

In accordance with the 2016 Department of Education Handbook for Campus Safety and Security Reporting, there are exceptions to using the Hierarchy Rule when counting offenses. They apply to Arson, Hate Crimes, and Sexual Assaults. The Hierarchy Rule does not apply to VAWA Offenses. Therefore, for any criminal offense, hate crime, or arrest for weapon, drug, or liquor law violations that is also a VAWA Offense, your statistics must reflect the original offense and the VAWA Offense.

Exceptions in applying the Hierarchy Rule:

Arson

- Always count Arson regardless of the nature of any other offenses that were committed during the same incident.
- When multiple offenses are committed during the same distinct operation as the Arson offense, report the most serious offense along with the Arson.
- Include incidents in which persons are killed as a direct result of Arson as Murder and Non-negligent Manslaughter and Arson or Manslaughter by Negligence and Arson.

Hate Crimes

- All of the offenses committed in a multiple offense incident that are bias motivated should be disclosed.
• In a multiple offense incident, only the crimes that are bias-motivated should be classified as hate crimes.

**Sexual Assaults**

• If Rape, Fondling, Incest or Statutory Rape occurs in the same incident as Murder, count both the sexual assault and the Murder.
• Fondling is recognized as an element of the other Sexual Assaults. Include a Sexual Assault as Fondling only if it is the only Sexual Assault. If Fondling occurs in the same incident as Murder, count both the Fondling and the Murder.

**Accurate and Prompt Reporting of Criminal Offenses**

UAF encourages the accurate and prompt reporting of all crimes to UAF Police when the victim of a crime elects to do so. Any member of the community who observes or has knowledge of a crime or other emergency is also encouraged to immediately and accurately report such action to UAF Police if the victim is unable to make such a report. If the crime occurs outside of the UAF Police Department’s jurisdiction, we encourage the victim to report the crime to the appropriate law enforcement agency responsible for that location.

Criminal activity or emergencies can be reported by calling the UAF Police Department at 907-474-7721 or by going to UAF Police department at 1788 Yukon Drive.

Blue light emergency telephones are located across campus, parking lots, and some corridor locations. See something, say something, by utilizing one of the blue light emergency telephones. Use them to report criminal or medical emergencies.

All calls will be answered by the UAF Police. As soon as a new incident is reported, the UAF Police are dispatched to the site of the complaint and have the authority to make arrests if necessary. Officers prepare and submit case reports on all incidents. Investigative and follow-up reports are provided when necessary.

It is important to note that some victims prefer not to report incidents of crime to the police, but instead confide in other sources. If that information falls under the Clery Act and is later given to UAF Police in statistical form, it is included in the Annual Security Report. Statistics in this report include all Clery Act offenses known by or reported to the UAF Police Department, including reported sex offenses. Hate crimes are categorized by type of bias.
SECURITY AND ACCESS POLICY

Access to and Security of Campus Facilities

UAF is a public institution and, with the exception of restricted and high-security areas, is accessible to the public during normal building hours (time, place, and manner restrictions apply). With the exception of essential personnel and services, and others as designated, buildings are locked and access is permitted only with proper authorization and identification after normal building hours. This is monitored by authorization being centralized through the Physical Systems Manager and the Facilities Services Key Shop. In addition, police require prior authorization of persons in a building after hours to be sent through the UPD. Police patrol campus proper via vehicle and by foot patrol 24 hours a day, seven days a week to monitor security conditions.

Building hours may vary. Buildings will be secured according to schedules developed by the department responsible for the building. The building coordinator is responsible for providing the building schedule to UAF Facilities Services and UPD when changes occur.

Facilities Services is the only entity that may make changes, additions, or alterations to university approved or installed mechanical access systems (equipment). Hasps, padlocks or other privately supplied locking devices are not allowed.

UPD and Facilities Services have access to all areas with the exception of specifically identified restricted or high-security areas. The campus director/dean manages building access at Bristol Bay Campus, Chukchi Campus, Community and Technical College, Interior Alaska Campus, Kuskokwim Campus, Seward, Toolik and Northwest Campus.

To protect the safety and welfare of students and employees of the university and to protect the property of the university, all persons on property under the jurisdiction of the university behaving in a suspicious or threatening manner may be asked to identify themselves by a university official. A person identifies themselves by giving their name, complete address, and stating truthfully their relationship to the university. A person may be asked to provide proof of identification, which is subject to verification. If any person refuses or fails upon request to present evidence of their identification and proof of their authorization to be in the building or on the campus, or if it is determined that the individual has no legitimate reason to be in the building or on campus, the person will be asked to leave and may be removed and/or trespassed from the building or campus. UPD is available to assist with this request.
Persons who behave in a suspicious or threatening manner or are involved in suspicious or threatening activities should be reported to UPD.

**Access to and Security of Residential Facilities**

Residential facility entrance doors are locked 24 hours a day. This is an important effort of personal safety and crime prevention. If an entrance door is propped open, shut it or seek assistance from a staff member. Never open an entrance door for anyone. Residents are encouraged to always lock their doors even when they are in their rooms or apartments.

The safety of our residents is of utmost importance to us and we strive to keep all of our facilities secure. The more proactive we are, the safer we become. Remember: If You See Something, Say Something, Do Something! Please report a safety concern by either contacting Residence Life Staff, the UAF Police Department, or the Center for Student Rights and Responsibilities.

“Blue light” emergency phones are located throughout campus. These phones dial directly to the UAF Police Department. UAF Police staff makes daily rounds of the residential facilities and campus. If you are suspicious of or uncomfortable with someone or a situation, contact your Resident Assistant, Resident Director, or the UAF Police. For emergencies, dial 911.

**Security Considerations in the Maintenance of Campus Facilities**

Proper lighting and building security are major factors in reducing crime on campus. Facilities Services maintains university buildings and grounds with a concern for safety and security. Inspections of campus facilities are conducted regularly, and UPD completes campus lighting checks regularly. Facilities Services is notified when there are burned out or damaged street and building lights. This inspection ensures maximum lighting for the public at night in UPD’s jurisdiction.

Keys/electronic door access devices must be secured at all times. Assigned keys/electronic door access devices should remain in the care, custody, and control of the assigned student or employee and not be given to other individuals. Any violations of this policy by employees can result in discipline up to and including termination in accordance with UA Human Resources policies. Violations of this policy by students can result in sanctions through the student conduct process.
CLERY GEOGRAPHY - DEFINITIONS OF GEOGRAPHY

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

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

**On Campus - Residential**
Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

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

**Public Buildings or Property**
1. All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.
2. The University of Alaska Fairbanks crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.
CAMPUS SECURITY AUTHORITIES

The Clery Act requires UAF to disclose statistics for certain crimes that occur within the Institute’s Clery geography and that are reported to campus security authorities (CSAs) or local law enforcement. CSAs include any member of UAF Police Department; any individual who has responsibility for campus security, but who is not a member of the police department; any individual identified by the university as someone to whom a crime should be reported; and any university official who has significant responsibility for student and campus activities. A CSA is required to report safety-related incidents and/or alleged crimes to UPD.

Reporting an Incident to a CSA

Any member of the University community may report incidents of the above listed Clery Act reportable crimes to any Campus Security Authority (CSA’s). These University personnel will assist the victim in notifying the appropriate law enforcement agency, unless the victim requests that law enforcement not be involved.

In addition, most campus employees including CSA’s are required to report incidents of Sexual Misconduct /Sexual Assault, Dating Violence, Dating Violence and Stalking to the Title IX Coordinator.

If the University determines that the perpetrator poses a serious and immediate threat to the campus community, under the Clery Act the campus may be required to issue a timely warning notification to the community. Any such warning will not include any information that identifies the victim.

Duties of a CSA

When an incident is reported to a Campus Security Authority (CSA) that alleges conduct that may constitute a Clery Act reportable crime, the CSA must immediately report the incident to the Clery Compliance Coordinator or the University Police Department. After normal business hours and on weekends, all incidents shall be directed to UAFPD dispatch. In all cases of an immediate threat or a crime in progress, a report must be made to the University Police Department or appropriate local law enforcement.

Once the CSA has completed the above mandatory reporting requirement, the CSA has a responsibility to maintain confidentiality of the information they received in their CSA capacity. The CSA shall not discuss the information with any other person than the person they reported the information to and their direct supervisor.
In addition to reporting requirements as a CSA under Clery, CSAs remain responsible employees who by University policy must report any gender-based discrimination to the Title IX Coordinator. For a definition of employees designated as responsible employees, please see BOR P01.04.060.D. When reporting as a responsible employee, the reporter must provide the complainant’s name to the Title IX Coordinator. When the responsible employee reports an incident to University Police, they may withhold the complainant’s name when making the report to University Police.

Reasonable attempts have been made to collect crime statistics from all CSAs and to identify all reported Clery Act crimes for inclusion in this Annual Security Report. For assistance with Clery related inquiries please email the Clery Compliance Coordinator at UAF-Clery@Alaska.edu

A wide variety of individuals serve as CSAs based on their job functions and include, but are not limited to, people working in the offices below:

**Fairbanks Campus**
- Director, Student Rights and Responsibilities 907-474-7317
- Director, Residence Life 907-474-1886
- Assistant Director/SWA, Athletics 907-474-6870
- Senior HR Business Partner 907-450-8215
- Director, Department of Equity & Compliance 907-474-7300

**Community & Technical College Campus**
- Dean, Community & Technical College 907-455-2850
- Associate Dean, Community & Technical College 907-455-2820

**Interior Alaska Campus**
- Director 907-474-2613
- Assistant to the Director 907-474-6334

**Fort Yukon Campus**
- Coordinator, Interior Alaska Campus-Fort Yukon 907-662-2521

**Tok Campus**
- Coordinator, Interior Alaska Campus-Tok 907-888-5613
Bristol Bay Campus
• Director 907-842-5109
• Front office supervisor 907-842-5109

Chukchi Campus:
• Director 907-442-5051
• Assistant Director 907-442-3400

Kuskokwim Campus:
• Director 907-543-4550
• Assistant Director 907-543-4558

Northwest Campus:
• Director 907-443-8402
• Student Services Manager 907-443-8416

Seward Campus
• Director 907-224-5261
• Port Captain 907-224-4391

Toolik Campus
• Station Manager 907-455-2511
• Assistant Station Manager 907-455-2511
• On-Call EMT 907-455-2516

Confidential Sources – Pastoral and Professional Counselors
It is important to note that pastoral and professional counselors are confidential sources under the Clery Act, and as such are not CSAs when receiving information in their professional capacity.

UAF Student Health and Counseling Center
UAF’s Student Health and Counseling Center is located on campus at 1788 Yukon Drive. The center works with students to identify, understand, and solve problems and to help transform that understanding into positive action.

UAF Chaplains
Currently, there are no Chaplains or Clergy available on campus to provide services.
POLICIES REGARDING WEAPONS, ALCOHOL AND SUBSTANCE ABUSE

The University of Alaska Fairbanks (UAF) is committed about the academic success of students and the safety of all members of the campus community and takes actions to maintain an academic and social environment conducive to the intellectual and personal development of students. UAF prohibits the unlawful or unauthorized manufacture, distribution, dispensation, possession, use or sale of alcoholic beverages, controlled substances and illegal drugs on campus. UAF Police Department has primary responsibility for the enforcement of State underage drinking laws as well as the enforcement of Federal and State drug laws. Student Conduct Administrators may be responsible for determining sanctions for violations of the Universities alcohol or marijuana policies, as described below.

The impairment by alcohol or drugs of any student or employee while participating in an academic function, or of employees when reporting for work or engaging in work – during normal work hours or other times when required to be at work – is also prohibited.

UAF employees and students are required to abide by all federal and state laws, local ordinances, Alaska Commission on Postsecondary Education policies, and other related requirements regarding the consumption or possession of alcoholic beverages, controlled substances and illegal drugs.

In coordination with our Drug Free Schools announcement each year, health risks associated with drug and alcohol abuse are distributed to our campus community. In addition, we address on-going concerns of drug and alcohol abuse in our restorative sanctioning process.

Students

The unauthorized use, distribution or possession of illicit drugs or alcohol in violation of Alaska statutes or federal law on university premises or at activities sponsored by or affiliated with the university is in violation of the university code of conduct and is prohibited.

Unlawful Use of Alcoholic Beverages

It is unlawful to consume alcoholic beverages in the state of Alaska and on all of the UAF campuses if you are under 21 years of age. It is also unlawful to supply alcoholic beverages to persons under 21 years of age. Consumption, possession, or display of beer, wine, or other
alcoholic beverages is prohibited in university public places except for licensed areas such as Wood Center Pub, or at approved events.

Residence Life Alcohol Policy
UAF's residential communities provide a convenient and enriching living/learning environment. A major goal of the learning experience is to promote individual choice and responsible behavior. A major concern is maintaining an environment that is conducive to learning. Noise and irresponsible or disturbing behavior that distracts from the learning environment will result in disciplinary and/or legal action.

The alcohol policy for UAF's residential communities permits some residents who are a minimum of 21 years of age to possess and consume limited quantities of alcoholic beverages in certain apartments or suites in accordance with Department of Residence Life policies. All other restrictions on personal alcohol consumption, outlined under the UAF Alcohol Policy and the Student Code of Conduct apply.

Marijuana and Other Illegal Substances Policy
Possession or use of marijuana or any other substance controlled pursuant to 21 U.S.C. 841 et seq. anywhere on university property is prohibited. Violations of this policy will result in disciplinary action, as provided by applicable university regulation, campus procedures, and all applicable laws and regulations. Possession, use, or sale of illicit drugs and other controlled substances is a crime under federal and state law. The possession, distribution, or use of such substances is prohibited.

UAF also prohibits use, sale, manufacturing, distribution, possession, or facilitation of the use of substances that are generally recognized as dangerous and detrimental to the individual and community, although they may not be illegal (including, but not limited to, whippits, 2-C's, NBOME, research drugs, Spice, K2, non-prescribed performance enhancing drugs).

Violations of this policy will result in disciplinary action, as provided by applicable university regulation, campus procedures, and all applicable laws and regulations.

Institution Discipline and Legal Sanctions
Members of the UAF community who are found to be in violation of the University’s alcohol and/or drug policies will face disciplinary action up to and including expulsion for students, discharge/termination for employees, and/or referral for legal prosecution in accordance with
local, state, and federal laws and regulations. Disciplinary sanctions also may include completion of an appropriate rehabilitation program.

**Good Samaritan Amnesty Policy**

In a situation where students seek medical attention for an alcohol or prohibited substance-related medical emergency, UAF will make a good faith effort to treat the students’ use of alcohol or prohibited substances as a health and safety matter, not as a disciplinary incident. This policy, which is intended to reduce barriers to getting help, will be extended not only to the student receiving medical attention, but also to the student(s) who call for help.

In addition, to encourage reporting and seeking help, this policy will be extended to any students who report in good faith that they witnessed or are the victim of a crime or a significant violation of UAF policy (e.g., sexual misconduct, drug overdose, hazing) even though they may have been under the influence of alcohol or prohibited substances at the time of the incident. For more information on the Good Samaritan Amnesty Policy, please refer to the Board of Regents Policy 09.02.

The University may impose appropriate sanctions on those individuals in violation of standards of conduct as set forth in student code of conduct. Violation of the student code of conduct above may result in disciplinary action. Sanctions may include, but are not limited to, the following actions: warning, probation, trespass, suspension, expulsion, referral for prosecution, and referral for treatment/rehabilitation.

**Possession of Firearms**

Except as otherwise provided in policy or university regulation, possession or carrying of firearms in buildings or parts of buildings owned or controlled by the University, on developed university land adjacent to university buildings, or at university sporting, entertainment or educational events, is a violation of regents’ policy and may result in administrative sanctions. Entering or remaining on university premises or at university events in violation of this provision is expressly prohibited.

Regents’ policy and university regulation regulating possession and storage of firearms shall not be construed to prohibit an individual from possessing a firearm while that individual is within a motor vehicle, or to prohibit an individual from storing a firearm that is locked in the individual's motor vehicle while the motor vehicle is otherwise legally parked in or on university, state or municipal property or another person's property. This applies only to possession of a firearm by an individual who may legally possess a firearm under state and federal law.
Loaded or unloaded firearms may not be carried or stored on university property or in university buildings without the prior written permission of the appropriate chancellor or chancellor's designee, except for several exceptions. Among them, firearms may be carried by commissioned law enforcement officers in relation to their law enforcement function and licensed security guards in uniform while performing services for the University.

In order to balance the individual resident's rights to bear arms with the university's compelling interest in providing a safe environment conducive to learning and the open exchange of ideas, the University permits the possession of firearms in residences subject to the following limitation; Students bringing firearms into residential units are required to store their firearms in a central storeroom under the supervision of a designated university employee. Faculty and staff residing on university property may possess firearms within the confines of their private residences. Firearms, explosives and reloading activities are not permitted on residential grounds or in any common areas.

The UAFPD also has a secure room where individuals may store their gun, knife, bear spray, taser or bow. Simply call 907-474-7721 before you want to check an item in or out. This service is free of charge and easy to do.

**Seward Campus Alcohol and Drug Policies**

The Seward Campus is a drug free zone. Alcohol, intoxication, and drugs (including all forms of marijuana) are strictly prohibited.

**Toolik Campus Alcohol and Drug Policies**

Toolik Field Station (TFS) is an alcohol-free workplace. Toolik residents may bring alcohol to the Station for personal consumption outside of work hours. We expect moderate and responsible behavior and consumption. Residents and staff who create problems while under the influence of alcohol may be dismissed from the station. Furnishing alcoholic beverages to any person under the age of 21 will be grounds for immediate expulsion from Toolik.

Toolik residents shall not purchase, arrange for transport, or transport alcoholic beverages or illegal drugs to the Toolik Field Station for other residents or Toolik staff. Sanctions include dismissal from camp and notification to the Alaska State Troopers.
Alcoholic beverages may not be stored or consumed in work areas. Work areas are defined as shops, labs, aircraft, or motor vehicles of any type. Alcoholic beverages discovered in work areas will be immediately removed and disposed of.

If you wish to bring alcohol, please only bring aluminum cans. There is no glass recycling in Alaska, so it's important to keep glass usage at a minimum.

Toolik Field Station is a drug-free workplace. The station is located on land leased from the Bureau of Land Management (BLM), a federal agency and TFS/UAF is federally funded (NSF), requiring compliance with federal law. So please note that even though marijuana is legalized in Alaska, it is not legal to possess or use it on federal land. Use and distribution of illegal drugs at Toolik will not be tolerated. Anyone suspected of illegal drug use will be asked to leave the premises. Any illegal drugs discovered will be turned over to the Alaska State Troopers.
ALCOHOL-FREE AND DRUG-FREE WORKPLACE STATEMENT

UAF is committed to protecting the safety, health and well-being of all employees and other individuals in its workplace. UAF recognizes that alcohol abuse and drug use pose a significant threat to its goals, and has established an alcohol- and drug-free workplace program that balances respect for individuals with the need to maintain an alcohol and drug-free environment.

UAF encourages employees to voluntarily seek help with drug and alcohol problems.

Covered Individuals
Any individual who conducts business for the institution, is applying for a job or is conducting business on UAF’s property is covered by its alcohol and drug policy. UAF’s policy applies to, but is not limited to students, employees, off-campus employees, contractors, volunteers, interns and job applicants.

Applicability
UAF’s alcohol and drug policy is intended to apply whenever anyone is representing or conducting business for the university. This includes all working hours, while on call, paid standby and while on university property.

Prohibited Behavior
It is a violation of UAF’s alcohol and drug policy to unlawfully manufacture, use, possess, sell, trade and/or offer for sale alcohol, illegal drugs, controlled substances or intoxicants. Moreover, it is a violation of policy to intentionally misuse and/or abuse prescription medications. Appropriate disciplinary action, which may include termination, will be taken if job performance deteriorates, a loss of license occurs (in a position where a license is required), and/or accidents occur. Prescription and over-the-counter drugs are not prohibited when taken in standard dosage and/or according to a physician’s prescription. Any employee taking prescribed or over-the-counter medications will be responsible for consulting the prescribing physician and/or pharmacist to ascertain whether the medication may interfere with safe performance of their job.

If the use of a medication could compromise the safety of the employee, fellow employees or the public, it is the employee’s responsibility to use appropriate personnel procedures (e.g., use sick leave, request change of duty, notify supervisor) to avoid unsafe workplace practices.
Notification of Convictions

Any employee convicted of violating a criminal alcohol or drug statute in the workplace, must inform UA Human Resources, in writing, no later than five calendar days after such conviction. Employees must notify chair or supervisor of such conviction (including pleas of guilty and nolo contendere) within five calendar days of the conviction occurring.

Within ten calendar days after the university learns of a conviction of an employee who is engaged in the performance of an award of federal financial assistance, the university shall give written notice to every federal agency on whose award the convicted employee was working. Within 30 calendar days after the university learns of a conviction, the university shall take personnel action:

1. Require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved by the university,
2. Impose a sanction up to and including termination for cause.

Consequences

One of the goals of UAF’s alcohol- and drug-free workplace program is to encourage employees to voluntarily seek help with alcohol and/or drug problems. If an individual violates the policy, the consequences can be serious even if the employee begins a treatment program.

In the case of applicants, if they violate the alcohol and drug policy, the offer of employment can be withdrawn.

Individuals suspected of violating either alcohol or drug policy may be referred to authorities for investigation. Conviction of either state or federal alcohol or drug statutes may subject a student or an employee to disciplinary action.

Assistance

UAF recognizes that alcohol and drug abuse and addiction are treatable illnesses, and realizes early intervention and support improve the success of rehabilitation. To support its employees, UAF:

1. Encourages employees to seek help if they are concerned that they or their family members may have a drug and/or alcohol problem;
2. Encourages employees to utilize the services of qualified professionals in the community to assess the seriousness of suspected drug or alcohol problems and identify appropriate sources of help;
3. Offers all benefited employees and their immediate family member's assistance with alcohol and drug problems through the Employee Assistance Program; and
4. Allows the use of accrued paid leave while seeking treatment for alcohol and drug problems.

Treatment for substance use disorders (e.g., alcohol dependence, alcohol abuse, alcoholism, drug abuse) may be covered by the employee benefit plan. However, the ultimate financial responsibility for recommended treatment belongs to the employee.

Supervisors should refer students to UAF Student Health and Counseling Center for information pertaining to alcohol and drug use/abuse assistance programs.

Confidentiality
All information received by the organization through the drug-free workplace program is confidential communication. Access to this information is limited to those who have a legitimate need to know in compliance with relevant laws and management policies.

Shared Responsibility
A safe and productive alcohol and drug-free workplace is achieved through cooperation and shared responsibility. Both employees and management have important roles to play.

Employees are not to report to work or be subject to duty while their ability to perform job duties is impaired due to on or off-duty use of alcohol or drugs.

In addition, employees are encouraged to:
1. Be concerned about working in a safe environment;
2. Not report to work or be subject to duty while their ability to perform job duties is impaired due to on- or off-duty use of alcohol or drugs;
3. Support fellow workers in seeking help;
4. Use the Employee Assistance Program; and
5. Report dangerous behavior to their supervisor.

It is the supervisor's responsibility to:
1. Inform employees of the alcohol and drug policy;
2. Observe employee performance;
3. Investigate reports of dangerous practices;
4. Document negative changes and problems in performance;
5. Counsel employees as to expected performance improvement;
6. Refer benefited employees to the Employee Assistance Program;
7. Suggest non-benefited employees seek help through a community assistance program; and
8. Clearly state consequences of policy violations.

**Communication**

Communicating UAF’s alcohol and drug policy to all individuals is critical to its success. To ensure all employees are aware of their role in supporting UAF’s alcohol- and drug-free workplace, all employees will receive a summary of the alcohol and drug policy and a web link to access the complete policy document during the annual notification of policies. Various university departments are responsible for developing marketing, communications, advertising, and educational campaigns designed to promote the responsible use of alcohol. UAF will make all good faith efforts to have and to maintain an alcohol- and drug-free workplace.

**Student Use of Alcohol and Drugs**

UAF prohibits the unlawful or unauthorized manufacture, distribution, dispensation, possession, use, or sale of alcoholic beverages, controlled substances, and illegal drugs on campus. The impairment by alcohol or drugs of any student while participating in an academic function, or as an employee when reporting for work or engaging in work – during normal work hours or other times when required to be at work – is also prohibited. UAF students are required to abide by all federal and state laws, local ordinances, Alaska Commission on Postsecondary Education policies, and other related requirements regarding the consumption or possession of alcoholic beverages, controlled substances and illegal drugs. For more information on expectations students can refer to Board of Regents Policy 09.02.

**Alcohol-Free Opportunities**

Students are encouraged to take advantage of alcohol-free programming provided by Center for Student Engagement, Residence Life, Student Health & Counseling, Nanook Rec, and other activities on and off-campus.

**Student Housing**

Alcohol is not allowed in Moore Hall, Skarland Hall or in the Seward Campus Housing. In the other residential facilities, university residents and their guests who consume alcohol must be 21 or older and must act responsibly while doing so. Additionally, they must do so in their residence hall rooms or apartments. In residence halls, the door to the room must be closed or it is considered a community space, and alcohol is not permitted in community spaces. Minors are not allowed to be present while alcohol is being consumed in single student high-density housing.
Domestic and International Field Trips / Study Abroad / Overseas Programs
Students participating in domestic field trips or academic programs, or visiting foreign countries to attend field trips or academic programs abroad are reminded that they may be subject to arrest and legal sanctions for alcohol or drug offenses under the laws and regulations of that particular state, country or institution, in addition to the sanctions described in the Student Code of Conduct and those adopted by the Office of International Programs and Initiatives.

On-Campus Employment
Students employed on campus are considered university employees while working and should reference the Employee Use of Alcohol and Drugs section for additional information.

Alcohol & Drug Use/Abuse Education
The university educates students about potentially life-threatening consequences of alcohol use/abuse and calls on student leaders, administration, faculty and staff to serve as role models and promote good decision making regarding the risks and consequences surrounding alcohol use/abuse.

Students concerned about their own alcohol and/or drug use and/or about that of others are encouraged to contact the Student Health and Counseling Center and the Student CARE Team. When appropriate, students may be referred to off-campus medical providers.

Disciplinary Actions
The university responds to reports of the illegal use of substances through its student conduct process.

Students in violation of UA Board of Regents policy and university alcohol and drug policy will face disciplinary actions following the Student Code of Conduct (P09.02). The code applies to conduct that occurs on university premises and university-sponsored activities, and to off-campus conduct that adversely affects the university community and/or the pursuit of its objectives.

Additionally, university disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both criminal law and the student code of conduct (that is, if both possible violations result from the same factual situation).

Parental Notification
In accordance with a 1998 amendment to FERPA, UAF school officials have the discretion to notify parents or guardians of students who, at the time of disclosure, are under the age of 21,
and have violated any federal, state, or local laws, or violated any rule or policy of the institution governing the use or possession of alcohol or controlled substance. Exceptions to parental notification may be made based on circumstances as determined by school officials with legitimate educational interest.
EMPLOYEE ALCOHOL AND DRUG POLICY

UAF prohibits the unlawful or unauthorized manufacture, distribution, dispensation, possession, use, or sale of alcoholic beverages, controlled substances, and illegal drugs on campus. The impairment by alcohol or drugs of any employee while participating in an academic function, or of employees when reporting for work or engaging in work – during normal work hours or other times when required to be at work – is also prohibited. UAF employees are required to abide by all federal and state laws, local ordinances, Board of Regents (BOR) policies and regulations, and other related requirements regarding the consumption or possession of alcoholic beverages, controlled substances, and illegal drugs.

All employees are expected and required to report to work in an appropriate condition to carry out their responsibilities. In particular:

1. While performing work for the university, operating any university vehicle or conducting university business, faculty and staff are prohibited from using, being under the influence of, possessing, buying, selling, manufacturing or dispensing an illegal drug (to include possession of drug paraphernalia). Any illegal drugs or drug paraphernalia found on university property will be turned over to university police and may result in criminal prosecution.

2. Employees are prohibited from being impaired or under the influence of alcohol and/or legal drugs, including prescription medication, if such impairment or influence adversely affects the employee’s work performance, the safety of the employee or others, or creates an unnecessary risk for the university. If taking necessary medication could compromise workplace safety or affect work performance, the employee is responsible for communicating with their supervisor to evaluate temporary job modification/re-assignment during the course of the treatment.

3. Any employee convicted of the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance or other criminal drug statute in the workplace, or who receives a conviction that affects his/her job responsibilities, is required to notify his/her department head no later than five working days after such conviction. Failure to notify the appropriate university official(s) of a drug-related conviction shall be grounds for disciplinary action up to and including dismissal.

4. UAF employees are required to abide by all federal and state laws, local ordinances, UAF policies and other related requirements regarding the consumption or possession of alcoholic beverages, controlled substances, and illegal drugs. Any employee violating this policy is subject to discipline up to and including termination. Employees in the workplace
suspected of violating either alcohol or drug statutes may be referred to criminal authorities for prosecution and sanctions.

**Suspicion of Alcohol or Drug Use**

An employee who suspects that a colleague or coworker is impaired by alcohol or drug use on the job should contact his/her department head or supervisor immediately. An employee who suspects a supervisor or department head is impaired by alcohol or drug use should contact the next level of supervision or administration.

Behaviors which may suggest alcohol/drug abuse include (but are not limited to) the following:

- Repeated accidents (on- or off-campus);
- Repeated illness absences;
- Chronic lateness or early departures;
- Significantly diminished task performance (with no other explanation); and
- Odor of alcohol, slurred speech, unsteady gait, disorientation,
- Paranoia, hallucinations and other physical signs of impaired function, not caused by a known medical condition.


If a department chair, supervisor or administrator has been contacted or suspects that an individual is under the influence of drugs or alcohol, they should:

1. Assess the situation and call for assistance if necessary. If assistance is needed, notify the UPD if on campus or the local police department if not on campus;
2. Not touch the employee;
3. Document observations and other relevant information fully;
4. Prohibit the individual from continuing to work and from driving;
5. Not leave the impaired employee alone;
6. Handle information confidentially; and
7. Consult with Human Resources staff.

**Incident of Intoxication or Impairment**

If an employee appears to be intoxicated or otherwise drug-impaired, a supervisor should not touch the employee unless contact is necessary to protect themselves. If safety concerns are
present, the supervisor should contact UPD (or local police department for off-campus incidents) for assistance.

If possible, the employee should not be left alone unless the supervisor feels threatened. Supervisors should not allow the employee to continue working or to drive themselves home. The supervisor will ask the employee if they have been drinking alcohol or taking any drugs and document the employee’s answer. If the employee states that they have not been drinking alcohol or taking any drugs, the employee will be asked to submit to a blood and/or urine test to disprove the suspicions. If there has been a critical incident that jeopardizes the safety of any individual, the employee will be required to submit to a blood and/or urine test.

The supervisor and a representative from Human Resources or other designated official will accompany the employee to an approved facility for testing. Upon completion of the testing, a copy of the results will be provided to the supervisor.

If a person admits to being under the influence of alcohol or drugs, alcohol/drug testing of the individual may not be necessary. If an employee refuses testing, the employee may be disciplined as if the testing had been positive. The supervisor will offer to contact a friend or relative of the employee to drive them home, or to obtain transportation for the employee. If the employee refuses such assistance, the supervisor should call UPD and advise them that the employee, who is believed to be impaired, is leaving the workplace.

**Observations**

In proving that an employee was under the influence, the supervisor’s observations of the employee’s behavior, not a test, are the key elements in the university’s case. The supervisor must be able to testify, in detail, what they saw that indicated that the employee was under the influence. A supervisor that testifies that the employee “seemed intoxicated” merely states a conclusion which is unsupported by any factual evidence. The supervisor must be able to provide information about the employee’s actions that lead to the conclusion that the employee was under the influence, such as “the employee was staggering and had slurred speech or had a strong odor of alcohol on their breath.” When feasible, it may be helpful to have another supervisor observe the behavior.

**Documentation**

Documentation of the incident in which the employee exhibited drunken or drugged behavior is critical to protecting the credibility of the supervisor. If the employee challenges any disciplinary action taken, the supervisor may be called upon to testify months after the incident occurred.
The supervisor can avoid having to recall the incident from memory if he/she writes down an account of the incident immediately after it occurs. Those notes should be copied. One copy should be given to the appropriate vice president and the other copy should be retained by the reporting supervisor.

Confidentiality
Supervisors should treat an employee’s alcohol or drug problem confidentially. Only those management personnel who have a need to know about the incident should be informed. If only a few people know of an employee’s alleged substance abuse, the employer is better able to defend against allegations that the information was handled indiscreetly and will avoid embarrassing the employee.

After the Incident
1. After the immediate “crisis” has been handled, consultation with Human Resources should occur.
2. The employee will be put immediately on paid administrative leave for a minimum of the remainder of their work day.
3. The supervisor will encourage a benefited employee to seek assistance from the Employee Assistance Program or a personal health care provider for all other employees.
4. If the employee is known to be under the influence of alcohol or drugs they will be subject to disciplinary actions up to and including dismissal. Any employee suspected to be under the influence of alcohol or drugs who refuses to submit to a blood and/or urine test will be subject to disciplinary actions up to and including dismissal, as if the employee had tested positive.
5. Sick leave, vacation, or provisions of Family Medical Leave Act (FMLA) can be used by employees to seek supervised rehabilitation services through a licensed care provider.
6. If the employee is not known to be under the influence of alcohol or drugs they may still be subject to disciplinary action up to and including dismissal for any job performance issues that may have occurred.
7. The disciplinary process will follow UA Board of Regents Policy and University Regulations 04.02.

Substance Abuse Counseling, Treatment, and Referral
The Employee Assistance Program (EAP) provides a variety of services, including alcohol and drug dependence services, to all benefited employees and their immediate family members (spouse and/or dependent children living in the same household as the employee or dependent children attending a college or university). The use of EAP services is confidential unless the employee signs to release information to specific people for a specific purpose.
Release of information may be requested to support a disability accommodation request or leave of absence for Family Medical Leave Act or use of extended sick leave.

**Reporting Requirements and Records Retention**

A department chair or supervisor who has disciplined an employee for alcohol- or drug-related problems or who has knowledge of an alcohol- or drug-related conviction must notify the appropriate vice president in whose area the employee is employed. The following information will be retained: employee’s name, department, date and type of offense, date and type of action taken, and any follow-up or aftercare required.

Supervisors or department heads who are notified of an employee’s criminal alcohol and/or drug conviction will immediately inform Human Resources and Payroll Services for staff, Academic Affairs for faculty, and the Dean’s Office, School of Medical Education, for medical school academic staff and faculty. Notification to a federal contracting agency will be through the UAF Grants Administration Office. The institution will take appropriate disciplinary action up to and including termination, based on conviction within 30 days of notification. Other agencies may be notified if it is required under agency rules and procedures.

Disciplinary reports on staff shall be submitted to the department head, vice president, and Human Resources which shall be the official repository of this data. Disciplinary reports on faculty shall be placed in their official personnel file with copies to their dean, department head, vice president or staff equivalent. Referral data for evaluation, treatment, or aftercare that are non-disciplinary or contain medical information shall be retained by EAP.

**Off-campus Activities / Domestic or International Field Trips / Study Abroad / Overseas Programs**

Employees are expected to uphold the standard promulgated by this policy and to act in a way that demonstrates the principle of “freedom with responsibility” by behaving in a responsible manner in regards to alcohol and illegal drugs.

UAF strongly discourages faculty from hosting off-campus activities where alcohol is served, or providing alcohol or purchasing alcohol for students participating in domestic or international field trips or study abroad programs. Employees are not permitted to purchase alcohol using university or program funds. Employees must maintain their ability to respond to and report critical incidents and are expected to be able to perform duties as assigned.
Employees accompanying students in foreign countries are reminded that they and their students may be subject to arrest and legal sanctions for drug and alcohol offenses under the laws and regulations of that particular country or institution in addition to the sanctions described in this policy.

**Institutional Response**

All members of the campus community may refer individuals in violation of UAF’s alcohol and drug policy and applicable laws to the appropriate student conduct administrator, supervisor, campus official and/or UPD. Duly appointed administrative personnel who receive information pertaining to violations of this policy will initiate an institutional response. UPD is a resource that all members may use to report an individual in violation of this policy.

**Substance Abuse Education Programs**

UAF has a vested interest in the health and well-being of its students and employees. Providing students and employees access to substance abuse education materials promotes a healthy campus community. UAF recognizes substance abuse as a treatable condition and refers to community programs and services for employees and students with substance dependency problems.

UAF expects its students to comply with federal and state laws, local ordinances, university policies and the Student Code of Conduct related to alcohol and other drugs. Continued or abusive use of alcohol and other drugs has health consequences. Student violations will be addressed by the university through student conduct, and employee violations will be addressed by UA Human Resources.

UAF Student Health and Counseling Center provides support related to substance use and abuse including dissemination of informational materials, counseling services, and referrals. Individual and group counseling, referral for further evaluation and treatment, and informing educational programming by identifying trends on campus. The UAF Student Health and Counseling Center also employs a counseling service with professional counselors on staff for after-hours counseling services to serve students when the center is closed during evenings, weekends and university holidays. Students can call the center’s phone number at 907-474-7043 and follow the instructions for connecting to the service. For more information, visit the Student Health and Counseling Center website at [www.uaf.edu/chc](http://www.uaf.edu/chc) or call 907-474-7043.

**Employee Assistance Program (EAP):**

Deer Oaks provides the following services, among others: child & elder care referrals, financial
counseling, legal consultation, in-person short-term counseling referrals, and critical incident stress management. The program is available to employees, spouses/FIPs, and dependents. You can call 1-888-993-7650 and have your call answered by a licensed clinician any time. You can also download the iConnectYou app from the App Store or Google Play, just use passcode 124773 to register. You can click this link or go to the website at www.deeroakseap.com, using the username of: U of A and password U of A, and find many online tools and resources, and access to instant messaging with a Work/Life Consultant through their LiveCONNECT feature.

Deer Oaks Toll Free Telephone Number: 1-888-993-7650

**Alcohol Effects**

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person’s ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions.

Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other children of becoming alcoholics.

**Treatment for Employees**

Employees with substance abuse problems are strongly encouraged to seek assistance through one of the agencies in the Fairbanks area. Local agencies providing substance abuse treatment and assistance include:
• Al-Anon: 907-456-6458  
• Alcoholics Anonymous: 844-751-4393  
• Narcotics Anonymous: 907-452-7372  
• Fairbanks Memorial Hospital 907-452-8181  
• Ralph Perdue Center: 907-452-6251  
• Tanana Chiefs Conference Counseling Center: 907-452-8251

The University of Alaska's employee health insurance program contains benefits for some in-patient and outpatient treatment. For further information, contact Human Resources at 907-474-7700.

**Drug Free Schools and Communities Act**

In compliance with the Drug Free Schools and Communities Act, UAF publishes information regarding the University's educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and University policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for UAF students and employees. A complete description of these topics, as provided in the University's annual notification to students and employees, is available online at:  
DRUG AND ALCOHOL ABUSE EDUCATION PROGRAMS

The goal of this program is to highlight and educate students on problem drinking behaviors and offer immediate alternatives whenever possible. Students who binge drink, or are around those who do, may be more likely to not attend classes after drinking, have low GPAs, lose financial aid or student employment eligibility and drop out of school. By working with students and staff, the goal is to enable students to realize the destructive nature of this problem, provide methods, tools and referral information to reduce or eliminate the behavior or trigger mechanisms that lead to binge or problem drinking, and reduce the negative academic and social impact to the individuals and the campus.

Web training to help you make healthy and safe decisions while attending college can be completed at UAOnline/Student Services & Account/Student Training/Alcohol Education.

Smoke-Free/Tobacco-Free Campus

Out of respect for others and the campus environment, tobacco use and smoking, including the use of electronic cigarettes and similar products, is prohibited on university property. This policy applies to all university events, events held on university grounds or property and applies to all members of the university community including faculty, staff, students, friends, volunteers, patients, customers, vendors, contractors, guests and visitors. Littering an area with, or with the remains of, tobacco-related or smoking related products is also prohibited.

Learn more about regulations pertaining to UAF as a smoke-free/tobacco-free campus.
MISSING STUDENT NOTIFICATION

The University has adopted this missing student notification policy for students who reside in on-campus housing (residence halls and residential apartments). In accordance with this policy, each student who resides in on-campus housing has the option to identify an individual to be contacted by University staff after such student is determined to be missing in accordance with procedures that have been established by Residence Life in consultation with the UAF Police.

Registering Information

All students are encouraged to provide emergency contact information in the UAOnline system. Students residing in campus housing will be informed annually that each student has the option to identify a person designated as a confidential missing person contact to be notified by designated University staff no later than 24 hours after the time the student is determined to be missing by designated University officials authorized to make that determination (specifically, the University Police Department) or the local law enforcement agency in the jurisdiction of where the student went missing.

Students who have not already provided Emergency Contact information - including those students who live off campus - are strongly encouraged to do so as soon as possible. Except as otherwise permitted or required by law, Missing Person Emergency Contact information will be kept confidential, will be accessible only to authorized campus officials, and will not be disclosed to non-campus officials other than law enforcement personnel in furtherance of a missing person investigation. In addition to notifying the emergency contact(s) identified by a student, the University must also notify a custodial parent or guardian of a student who is under 18 years of age and is not an emancipated individual if such student is determined to be missing. The University is also required to notify the appropriate law enforcement agency (or agencies) if any student, regardless of age, is determined to be missing. The University reserves the right to notify additional individuals or authorities in its discretion – including the parents or guardians of students over 18 years of age – if a student is determined to be missing.

Reporting a Missing Student

Any concerned person should notify the University Police Department at 907-474-7721 of a belief that a student is missing. There is no formal waiting period required before a person may be reported missing and any concern should be reported immediately to UAFPD. Any university employee receiving a complaint of a missing student should notify the University Police Department and provide further information related to the reported missing student. If you are concerned that a fellow student might be missing or otherwise in danger, you should immediately notify the University Police.
The University will investigate any report of a missing student residing on campus (residence halls and residential apartments) and take appropriate action to ensure all notifications and actions comply with legal mandates. The institution will also utilize this procedure when made aware of an off-campus missing student. Investigation of such reports will be initiated immediately by the University Police Department. Procedures are governed by federal and state laws, local ordinances and University policy, and are implemented by internal standard operating practices.

**Missing Student Procedures**

UAF Police Department will investigate and determine if a residential student is missing. UAFPD will contact the Residence Director (RD) of Residence Life to determine if the student has any Missing Person Emergency Contact information. UAFPD will attempt to contact the missing person contact, if contact information has been provided, within twenty-four (24) hours of the determination that the student is missing by the UAFPD. If the student is under the age of 18 and is not an emancipated individual, UAFPD will notify the student’s parent of guardian and any other designated contact person within 24 hours. Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, UAF will inform the local police department (or the local law enforcement with jurisdiction) that the student is missing within 24 hours.

**Resolution of Missing Student Status**

Missing student contacts will be advised of the resolution of a student’s missing status. These contacts will further be advised of law enforcement options in cases where the student is not contacted through measures in this protocol. UAFPD may direct staff in Residence Life or the Center for Student Rights and Responsibilities to contact certain individuals at the resolution stage of the investigation. In accordance with the Family Educational Rights and Privacy Act (FERPA), Residence Life, Center for Student Rights and Responsibilities, and UPD reserves the right to notify the parents/guardians listed in the emergency contact portion for individuals, regardless of age, anytime there is reasonable belief there is a threat to self/others, which includes a threat to health and safety.

**Important Phone Numbers**

- University Police Department 907-474-7721
- Department of Residence Life 907-474-7247
- Center for Student Rights and Responsibilities 907-474-7317
KUSKOKWIM RESIDENTIAL COMMUNITY
MISSING STUDENT NOTIFICATION

The Kuskokwim campus maintains a missing student notification policy and protocol for students who live in campus housing.

**Missing Person Report**
A resident is considered to be missing when they have been absent for longer than 24 hours without signing out with the housing office and an investigation finds no known reason for the absence. The Dorm Manager and the Campus Director or their designee will follow the missing student notification procedure to locate the student to ensure their safety and protection. If a resident has not been seen for 24 hours at the dorm and has not completed a leave form, the Dorm Manager will attempt to contact the resident via cell phone.

1. If the resident answers:
   a) Verify their whereabouts and expected return;
   b) Remind the resident that they need to complete the Leave Form if gone for 24 hours or longer;
   c) Fill out the Leave Form with their information.

2. If the resident does NOT answer:
   a) Leave a message on their phone to contact you;
   b) Ask their roommate or suitemates if they have any information on the resident’s whereabouts;
   c) Email the resident’s name, cell phone number, date/time last seen, and other relevant information to the Campus Director or their designee;
   d) Follow-up: Campus Director or their designee shall notify administration, local law enforcement, and the student’s family and may, in coordination with law enforcement, make public announcements to help locate the missing student.

**Resolution of Missing Student Status**
Missing student contacts will be advised of the resolution of a student’s missing status. These contacts will further be advised of law enforcement options in cases where the student is not contacted through measures in this protocol. Contact notifications will be made by staff in Residence Life and/or the Campus Director.
Important Phone Numbers
• Sackett Hall Program Manager 907-543-4566
• Sackett Hall Resident Director 907-543-4566
• Sackett Hall Program Manager Cell 907-545-2376
TOOLIK RESIDENTIAL COMMUNITY MISSING
STUDENT NOTIFICATION

The Toolik campus maintains a missing student notification policy and protocol for students who live in campus housing.

Missing Person Report
A resident is considered to be missing when they have been absent for longer than 24 hours without notifying the Camp Manager and an investigation finds no known reason for the absence. A resident is also considered missing if they are more than 12 hours overdue from a scheduled outing. The Camp Manager will follow the missing student notification procedure to locate the student to ensure their safety and protection. If the above criteria is met, the Camp Manager will, if possible, attempt to contact the resident via satellite phone or by an InReach device.

1. If the resident answers or responds:
   a) Verify their whereabouts and expected return;
2. If the resident does NOT answer within 1 hour:
   A) Contact the Alaska State Troopers (AST) in Fairbanks to report the missing/overdue student. (907-451-5100)
   c) Email the resident’s name, cell phone number, date/time last seen, and other relevant information to the University Police Department.

Resolution of Missing Student Status
Missing student contacts will be advised of the resolution of a student’s missing status. These contacts will further be advised of law enforcement options in cases where the student is not contacted through measures in this protocol. Contact notifications will be made by the Camp Manager, Center for Student Rights and Responsibilities, UAFPD, or AST.

Important Phone Numbers
• Toolik Field Station Camp Manager 907-455-2511
• Toolik Field Station On-call EMT 907-455-2516
• Toolik Field Station Main Office (Fairbanks) 907-474-5159
• Alaska State Troopers (Fairbanks) 907-451-5100
• North Slope Borough Police Department 907-852-6111
SEWARD RESIDENTIAL COMMUNITY MISSING STUDENT NOTIFICATION

The Seward campus maintains a missing student notification policy and protocol for students who overnight in campus housing. The Seward Campus does not have traditional campus housing and only maintains short-term reservation based housing.

Missing Person Report
A resident is considered to be missing when they have been absent for longer than 24 hours without checking out of the housing unit at the agreed upon time and an investigation finds no known reason for the absence. The Seward Marine Center Director, or their designee will follow the missing student notification procedure to locate the student to ensure their safety and protection. The Seward Marine Center Director, or their designee will attempt to contact the resident via cell phone.

1. If the resident answers:
   a) Verify their whereabouts and expected return;

2. If the resident does NOT answer:
   a) Leave a message on their phone to contact you;
   b) Ask their roommate or suitemates if they have any information on the resident’s whereabouts;
   c) Email the resident’s name, cell phone number, date/time last seen, and other relevant information to the UAF Police Department;
   d) Seward Marine Center Director, or their designee will notify local law enforcement.
   e) Follow-up: UAFPD shall notify administration, local law enforcement, and the student’s family and may, in coordination with local law enforcement, make public announcements to help locate the missing student.

Resolution of Missing Student Status
Missing student contacts will be advised of the resolution of a student’s missing status. These contacts will further be advised of law enforcement options in cases where the student is not contacted through measures in this protocol. Contact notification will be made by staff in the Center for Student Rights and Responsibilities or UAFPD, in conjunction with local law enforcement.
Important Phone Numbers
• Seward Marine Center Director 907-224-5261
• Port Captain 907-224-4391
• Seward Police Department 907-224-3338
TIMELY WARNINGS

The University of Alaska Fairbanks (UAF) will issue a campus wide “timely warning” notice when it receives a report of a crime or a situation arises, within the UAF Clery Geography (On Campus, Public Property and Non-campus Property), that, in the judgement of the UAFPD Chief of Police, UAFPD Police Investigator, Director of CSRR, or the Clery Compliance Coordinator and in consultation with responsible authorities when time permits, represents a serious or continuing threat to the safety of members of the campus community. UAF may also issue a warning to the campus community when other instances pose a safety concern.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

No internal policies will supersede compliance with the Clery Act in issuing timely warnings or emergency notifications.

The institution is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor, if the report is received while in the performance of their professional duties.

The following information address the UAF Campus, Community and Technical College Campus, Interior Alaska Campus-Fort Yukon, Interior Alaska Campus-Tok, Kuskokwim Campus, Bristol Bay Campus, Chukchi Campus, Northwest Campus, Toolik and Seward Campus.

Initiating and Distributing Timely Warnings

Staff in the University Police Department (UPD) and the Center for Student Rights and Responsibilities (CSRR) are responsible for initiating and writing timely warnings. Those responsible include, but are not limited to:

- UPD Chief of Police or designee (Community/Rural Campus Directors in conjunction with UPD)
- UPD Police Investigator
- CSSR Director or designee
- Clery Compliance Coordinator
The university, in conjunction with various campus offices, will distribute timely warning announcements when there appears to be a threat to the safety and security of persons on campus. Decisions concerning whether to issue a timely warning will be made on a case-by-case basis using the following criteria:

- Nature of the crime
- Continuing danger to the campus community
- Possible risk of compromising law enforcement efforts

If the threat is sudden and serious, a warning will be issued immediately.

Crimes that would not constitute a continuing threat include, but are not limited to:
- Crimes in which the perpetrator has been apprehended, thereby eliminating the threat;
- Crimes in which an identified perpetrator targets specific individuals to the exclusion of others, such as domestic violence.

**When Timely Warnings are Issued**

1. A Clery crime that occurs within our Clery geography and is reported directly or indirectly to UPD or CSRR through a CSA or a local law enforcement agency;

2. It is considered to represent a serious or continuing threat to students and employees. A timely warning may also be issued for other non-Clery crimes that occur within or near campus when they have the potential to be a serious or continuing threat to students and employees.

Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

1) Murder/Non-Negligent Manslaughter
2) Aggravated Assault
3) Robbery involving force or violence
4) Sexual Assault
5) Major incidents of Arson
6) Other Clery crimes as determined necessary by the Chief of Police, Police Investigator, the Director of CSRR or the Clery Compliance Coordinator.
Warning Content
The warning contains sufficient information about the nature of the threat to allow campus members to take protective action:

- A succinct statement of the incident
- Possible connection to previous incidents if applicable
- Date, time, and location of the warning
- Description and drawing of the suspect, if available
- Risk reduction and safety tips
- Other relevant and important information

In some cases, UPD may need to keep some facts confidential to avoid compromising an ongoing investigation.

Notification Methods
The following methods may be used to notify the campus community of various emergencies that may affect the campus community:

- UAF On-Alert
- Automated Phone Call
- Text message
- Email
- Official UAF website and UPD website
- UAF television channels
- Local media
EMERGENCY NOTIFICATIONS

UAF Alerts and Mass Notification System

The UAF alert system gives students, faculty, and staff timely notification of incidents that may present an immediate threat to the campus community and to heighten safety awareness. UPD is responsible for the activation of a UAF Alert when an incident is reported to or brought to its attention and that incident represents an immediate threat to the safety of members of the campus community. Information for alerts may also be provided by other law enforcement agencies or offices. Every attempt will be made to distribute an alert in a timely manner. Alerts are distributed to faculty, students and staff through email, text messaging, and/or by phone.

UAF Alert Using Rave Guardian

To keep your personal information up to date and to specify how you would like to be notified within the UA alerts notification system (Rave Guardian), students and employees can visit UAOnline and update their basic contact information. After logging in, click “Personal Information” and then “Manage your address, email, and phone information.” Members of the public not affiliated with the University of Alaska but who would like to receive messages through UAF on Alert can sign up at Sign Up - Smart911. Registration information will not be shared with outside sources and will only be used to send emergency messages. Once UPD sends an alert message through UAF on Alert, the message is sent to a large number of telephone and email service providers. Emergency information and weather delays or cancellations are also posted at UAF ON ALERT (alaska.edu)

The UAFPD Police Chief, Police Investigator, Fire Chief or their designee, CSRR Director or Clery Compliance Coordinator may issue a UAF on Alert in the following circumstances, including but not limited to:

- Weather closing
- Biological threat
- Bomb found
- Bomb threat
- Wildlife threat
- Fire incident
- Emergency situation
- Gas leak
- Violent intruder
- Police emergency
The UAF Police Department, CSRR, or the Clery Compliance Coordinator will determine the content of the message and will use some or all of the systems described below to communicate the threat to the UAF Community.

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<tr>
<th>System to use</th>
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<tr>
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<tr>
<td>SECONDARY</td>
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<td>CSRR</td>
<td>UAFPD/CSRR</td>
<td>University Relations</td>
</tr>
</tbody>
</table>

**Fairbanks, CTC and Interior Alaska Campus Emergency Notification**

At the Fairbanks, CTC and Interior Alaska campuses, the University Police Department (UPD) should be contacted at the first indication of an emergency. UPD should be notified by calling 907-474-7721 or 911.

Students and employees are automatically enrolled in UA on Alerts. To update your contact information in UA on Alerts, go to [Sign Up - Smart911](#).

Follow-up information will be distributed using some or all of the identified communication systems (except fire alarms).

**Bristol Bay Campus Emergency Notification**

At Bristol Bay, the Campus Director should be contacted at the first indication of an emergency. In the evening hours, Bristol Bay Police should be notified by calling 907-842-5354. Depending on the nature of the emergency, it may be necessary to contact 911 first and then contact the
Campus Director or designee. It is important to contact the Campus Director or designee because local emergency responders may not notify the Campus Director or designee that they are responding to an emergency on campus.

**Chukchi Campus Emergency Notification**

At Chukchi, the Campus Director should be contacted at the first indication of an emergency. In the evening hours, the Kotzebue Police Department should be notified by calling 907-442-3351. Depending on the nature of the emergency, it may be necessary to contact 911 first and then contact the Campus Director or designee. It is important to contact the Campus Director or designee because local emergency responders may not notify the Campus Director or designee that they are responding to an emergency on campus.

**Fort Yukon Campus Emergency Notification**

At the Fort Yukon Campus, the Campus Coordinator should be contacted at the first indication of an emergency. In the evening hours, the Fort Yukon Police Department should be notified by calling 907-662-2311. Depending on the nature of the emergency, it may be necessary to contact 911 first and then contact the Campus Director/Coordinators or designee. It is important to contact the Campus Director/Coordinators or designee because local emergency responders may not notify the Campus Director/Coordinators or designee that they are responding to an emergency on campus.

**Kuskokwim Campus Emergency Notification**

At Kuskokwim, the Campus Director should be contacted at the first indication of an emergency. In the evening hours, Bethel Police should be notified by calling 907-543-3781. Depending on the nature of the emergency, it may be necessary to contact 911 first and then contact the Campus Director or designee. It is important to contact the Campus Director or designee because local emergency responders may not notify the Campus Director or designee that they are responding to an emergency on campus.

**Northwest Campus Emergency Notification**

At Northwest Campus, the Campus Director should be contacted at the first indication of an emergency. In the evening hours, Nome City Police should be notified by calling 907-443-5262. Depending on the nature of the emergency, it may be necessary to contact 911 first and then contact the Campus Director or designee. It is important to contact the Campus Director or
designee because local emergency responders may not notify the Campus Director or designee that they are responding to an emergency on campus.

**Tok Campus Emergency Notification**

At the Tok Campus, the Campus Coordinator should be contacted at the first indication of an emergency. In the evening hours, the Alaska State Troopers in Tok should be notified by calling 907-883-5111. Depending on the nature of the emergency, it may be necessary to contact 911 first and then contact the Campus Director/Coordinators or designee. It is important to contact the Campus Director/Coordinators or designee because local emergency responders may not notify the Campus Director/Coordinators or designee that they are responding to an emergency on campus.

**Seward Campus Emergency Notification**

At the Seward Campus, the Campus Director/Coordinator should be contacted at the first indication of an emergency. In the evening hours, the Seward Police Department should be notified by calling 907-224-3338. Depending on the nature of the emergency, it may be necessary to contact 911 first and then contact the Campus Director/Coordinators or designee. It is important to contact the Campus Director/Coordinators or designee because local emergency responders may not notify the Campus Director/Coordinators or designee that they are responding to an emergency on campus.

**Toolik Campus Emergency Notification**

At the Toolik Campus, the Camp Manager should be contacted at the first indication of an emergency. This notification should be made to the Camp Manager, regardless of the time of day. This is a very remote campus with no emergency services immediately available. The Camp Manager will make the decision to contact emergency services. The local law enforcement jurisdiction is the North Slope Police Department which may be reached at 907-852-6111.
EMERGENCY RESPONSE EVACUATION POLICIES

Annual Testing of Emergency Response and Evacuation Procedures

The university will test its response to emergency incidents by conducting at least one tabletop exercise per calendar year that is related to a crisis or emergency event on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

Separate from completing the tabletop exercise, an annual emergency notification test using existing modalities will be conducted at least once per calendar year. This will allow the university’s Incident Management Team the opportunity to test current university all hazards management plans.

In addition, at least once per year, UAF’s Fire Department may assist Residence Life in conducting and documenting fire drills for each residence hall to assess the evacuation procedures currently in place. UAF’s Environmental Health, Safety, and Risk Management will coordinate fire drills for all nonresidential facilities on campus.

Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

UAF Emergency Evacuation Procedures

The emergency evacuation procedures are tested at least twice each year. Students and employees learn the location of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of fire or other emergency. At UAF evacuation drills are used as a way to educate and train
occupants on fire safety issues specific to their building. During the drill, occupants ‘practice’ drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

**General Evacuation Procedures**

At the sound of a fire alarm or if you are instructed to evacuate, immediately proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and dial 911.

1. Remain Calm
2. Do NOT use elevators, use the stairs.
3. Assist the physically impaired. If they are unable to exit without using an elevator, secure a safe location near a stairwell, and call 911 to inform them of the person’s location.
4. Proceed to a clear area at least 150 feet from the building. Keep all walkways clear for emergency vehicles.
5. Do not re-enter the building.
SHELTER-IN-PLACE PROCEDURES

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

A shelter-in-place notification may come from several sources, UAF Police Department, Residence Life Staff members, other University employees, local PD, or other authorities utilizing the University’s emergency communication tools.
PROGRAMS AND AWARENESS, PROCEDURES, AND HANDLING OF DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING

The University is committed to fostering a safe environment that supports its educational mission and is free from exploitation and intimidation. To this end, the University prohibits discrimination and discriminatory harassment, including sexual harassment, sexual misconduct, gender-based harassment, domestic violence, and stalking. The University’s policies which prohibit these behaviors are summarized below and described further in the Regent’s Policies and University Regulations for Students [https://www.alaska.edu/bor/policy/09.02-Student%20Rights%20and%20Responsibilities.pdf] and for employees, including staff and faculty at [https://www.alaska.edu/bor/policy-regulations/]. It is also contained within the UAF Department of Equity and Compliance website [https://www.uaf.edu/titleix/title-ix-at-uaf/policies.php]. The University’s conduct policies prohibit sexual assault, dating and domestic violence, and stalking as those terms are defined by the Clery Act.

Prevention Programs
The University engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

1. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
2. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees and that includes:
1. A statement that the University prohibits the crimes of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act);
2. The definitions of domestic violence, dating violence, sexual assault, and stalking according to any applicable jurisdictional definitions of these terms;
3. What behavior and actions constitute consent, in reference to sexual activity, in the State of Alaska and the University of Alaska and the purposes for which that definition is used;
4. A description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;
5. Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence;
6. An overview of information contained in the annual security report in compliance with the Clery Act. Such information includes information regarding:

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

**Outreach, Education and Prevention Awareness**

UAF offers a number of outreach, education and prevention programs. UA Safe is an online program addressing the critical issues of sex or gender-based discrimination prevention and response including sexual assault, harassment, stalking, domestic violence, and dating violence.

All students who are degree seeking, living in campus housing, students on national/international exchange, and middle college students enrolled at the university are annually required to complete UA Safe training. UA Safe promotes a safe and inclusive environment by educating students about their rights on campus, as well as different support systems set in place. The program also encourages bystander intervention, by providing students with the necessary tools to intervene in certain situations. All UA employees are also required to annually complete Title IX training, offered both online and in person, which addresses many of the same things as the student training. The employee training platform addresses the importance of responsible employees and how to respond if someone discloses they have experienced some form of sex or gender-based discrimination.

Specifically, the University offered the following outreach, education, prevention and awareness programs in 2020;

- **Free Speech Workshop**
  - Virtual forum on growing and embracing a culture of respect, diversity, inclusion and caring (UAF Strategic Goal #5)
  - Film screening and panel discussion: Picture a Scientist
  - Film screening: Transformer
  - Anti-harassment presentation by Title IX Coordinator at AK Anthropological Association Conference
  - Prevention and Wellness Tabling and Activities

- **Racial Justice 101: Microaggressions and Microaffirmations**
  - Racial Justice 101: Women, Femms and Intersectionality
  - Shine a Light Speaker Series
  - Trans Day of Visibility MBS Tabling
  - LGBTQ+ Campus Pride Week activities
  - Lavender Graduation
  - Trailblazer Recognition Ceremony
  - Radio Interview with Princess Johnson: Alaska Native representation in Media
QPR Suicide prevention train the trainer

Confrontation/De-escalation Training for Residence Life staff

ResLife staff training: confrontation/ de-escalation, mediation, drug awareness, QPR, mental health in position, Title IX, Safe Zone, diversity training

Nanooks Care Weeks (for finals and end of semester)

Support groups (Health and Counseling): mindfulness, take care of your headspace, gender affirming, students with a loved one struggling with Alcohol

Telehealth Counseling Sessions

Mental Health First Aid training for employees

The Urban Auntie Show with Laura Ekada

Boards on: mental health/coping/resources, safe sex/consent, sexual awareness/health/safety, love language, domestic Violence warning signs, statistics, and resources, information on commonly abused drugs and effects, contraception options/information, health awareness, self-love

Kahoot and alcohol education activities

Newsletters: school-life balance, mental health/resources, healthy relationships

Sexual Assault Awareness month - activities and resources

Stonewall LLC - Bee Kind to Yourself

Women's History month

Drug prevention education programs

Student Care Team meets weekly providing outreach and assistance to struggling students.

New Student Orientation and extended orientation

Title IX training for ResLife professional staff, resident assistants, desk attendants, mentors, Admissions staff and tour leaders.

Drug Free Schools and Communities Act Communication

Constitution Day: The Constitution and Diversity, Equity and Inclusion

#FirstGenAK Mentorship Program, Mentors training

Emerging Scholars: Intersectionality Workshop

Saul Flores: Servant Leadership

SafeZone Training

Climate, Justice, Jobs Local Candidate Forum

Socially Just Praxis: Developing an Inclusive Course Workshop

Advocacy and Activism for Social Change Student Presentation

Identity and Intersectionality Workshop

Prevention & Wellness Orientation and Craft Kits

QPR Suicide Prevention Training for UAF Writing Instructors

Stop the Stigma Day

Self-Care Planning Workshop

Prevention Peer Educator Program

Suicide Prevention Week

Tabling/Information/Resources

Zoom Kahoot on Alcohol Education Prevention

Bulletin Board in the gender binary/pronouns ResLife

Health & Counseling resource bulletin boards and social media outreach on wellness

Hispanic Heritage Month
Kahoot Trivia Night with an emphasis on Res Life Policies
Self-Care and Academic Success Programs
Healthy Relationships programs at ResLife
Student Care Team meets weekly providing outreach and assistance to struggling students.

### Ongoing Prevention and Awareness Campaigns

All new students and employees are required to complete the Title IX training during the fall semester. In addition to the online course, UAF has an ongoing series of prevention and awareness campaigns. Following are a list of programs taking place at each UAF campus:

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<td>Department of Residence Life programs and events</td>
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<td>New Student Orientation</td>
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<td>Alcohol Education programs through Center for Student Rights and Responsibilities, Residence Life, and Student Health and Counseling Center</td>
<td>Informational tables sponsored by the Department of Equity &amp; Compliance and Center for Student Rights and Responsibilities</td>
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<tr>
<td>Title IX trainings in person through Department of Equity and Compliance</td>
<td>UAF Creates awareness campaign. Focuses on where to report sexual misconduct</td>
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<td>Safe Zone events through Nanook Diversity and Action Center</td>
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<td>Personal Safety and Awareness Training for International Programs</td>
<td>Student Health 101 online magazine for students sponsored by Nanook Recreation</td>
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VIOLENCE AGAINST WOMEN ACT (VAWA) – DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT AND STALKING

Introduction

The University of Alaska Fairbanks prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the university community. Toward that end, the University of Alaska Fairbanks issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault, and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a University official.

Federal Clery Act Definitions

The Clery Act defines the crimes of domestic violence, dating violence, sexual assault, and stalking as follows:

Domestic Violence

1. A 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.
2. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

When domestic violence is reported, the University will:

1. University will assess immediate safety needs of complainant
2. University will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department
3. University will provide written instructions on how to apply for Protective Order
4. University will provide written information to complainant on how to preserve evidence
5. University will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate
6. University will provide the victim with a written explanation of the victim’s rights and options
7. University will provide a “No trespass” (PNG) directive to accused party if deemed appropriate

**Dating Violence**

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

1. The existence of such a relationship shall be based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

2. For the purposes of this definition—
   • Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
   • Dating violence does not include acts covered under the definition of domestic violence.
3. For the purposes of complying with the requirements of this section and §668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

When dating violence is reported, the University will:

1. University will assess immediate safety needs of complainant
2. University will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department
3. University will provide written instructions on how to apply for Protective Order
4. University will provide written information to complainant on how to preserve evidence
5. University will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate
6. University will provide the victim with a written explanation of the victim’s rights and options
7. University will provide a “No trespass” (PNG) directive to accused party if deemed appropriate

**Sexual Assault**

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

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

1. Depending on when reported (immediate vs delayed report), the University will provide complainant with access to medical care
2. University will assess immediate safety needs of complainant
3. University will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department
4. University will provide complainant with referrals to on and off campus mental health providers
5. University will assess need to implement interim or long-term protective measures, if appropriate.
6. University will provide the victim with a written explanation of the victim’s rights and options
7. University will provide a “No trespass” (PNG) directive to accused party if deemed appropriate
8. University will provide written instructions on how to apply for Protective Order
9. University will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution
10. University will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is

University will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation

**Stalking**

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

3. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

When a stalking offense is reported, the University will:

1. University will assess immediate safety needs of complainant
2. University will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department
3. University will provide written instructions on how to apply for Protective Order
4. University will provide written information to complainant on how to preserve evidence
5. University will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate
6. University will provide the victim with a written explanation of the victim’s rights and options
   University will provide a “No trespass” (PNG) directive to accused party if deemed appropriate

**Accommodations and Protective Measures Available**

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

At the complainant’s request, and to the extent of the complainant’s cooperation and consent, university offices will work cooperatively to assist the complainant in obtaining accommodations. If reasonably available, a complainant may be offered changes to academic, living, working or transportation situations regardless of whether the complainant chooses to report the crime to University police or local law enforcement. Examples of options for a potential change to the
To request changes to academic, living, transportation and/or working situations or protective measures, a complainant should contact either the Department of Equity and Compliance, the Center for Student Rights and Responsibilities on the Fairbanks campus, Student Services at community campuses, and/or the Department of Residence Life. If the complainant wishes to receive assistance in requesting these accommodations, he or she should contact the Department of Equity and Compliance at (907) 474-7300 or visit the 3rd floor of the Constitution Hall Building.

**University’s Responsibilities for Protective Orders**

The University of Alaska Fairbanks recognizes protective orders entered by the Alaska Court System or out-of-state protective orders that have been filed through the Alaska Court System. You can contact the Alaska Court System via their website [http://www.courts.alaska.gov](http://www.courts.alaska.gov/) or by calling (907) 452-9277. Any person who obtains a protective order should provide a copy to University Police and the Department of Equity and Compliance. The individual with the protective order can meet with University Police to discuss any safety concerns and work with the Department of Equity and Compliance to provide interim measures and accommodations in an attempt to reduce the risk of harm while on campus or coming and going from campus. These interim measures and accommodations may include, but are not limited to: safety escorts, special parking arrangements, providing a temporary cell phone, changing classroom location, or allowing a student to complete assignments from home, etc. The University cannot apply for a legal protective order for an individual. The University of Alaska Fairbanks can issue a “no contact” or “no trespass” order against a person who is affiliated with UAF.

An individual must apply for a court protective order directly from the Alaska Court System for these services. An individual may request a UAF no contact order through the UAF Department of Equity and Compliance.

The University may issue a University no contact order if deemed appropriate or at the request of an individual. If the University receives a report that such an institutional no contact order has
been violated, the University will initiate disciplinary proceedings appropriate to the status of the respondent (student, employee, etc.) and will impose sanctions if the respondent is found responsible for violating the no contact order.
The State of Alaska defines the crimes of domestic violence, dating violence, sexual assault, and stalking.

**Domestic Violence**

Alaska State law defines domestic violence and a crime involving domestic violence to mean one or more of the following offenses, or an attempt to commit one of these offenses, by a household member against another household member: murder, manslaughter, criminally negligent homicide, assault, reckless endangerment, stalking, kidnapping, custodial interference, human trafficking, sexual offenses including, among others, sexual assault and sexual abuse of a minor, robbery, extortion, coercion, burglary, criminal trespass, arson or criminally negligent burning, criminal mischief, terrorist threatening, violating a protective order, harassment, and cruelty to animals.

Household members to which the Alaska domestic violence laws apply include:

- A current or former spouse;
- A person who lives, or has previously lived with you, in the same household;
- A person you have dated, or are presently dating;
- A person with whom you have or have had a sexual relationship;
- A parent, stepparent, grandparent, child or grandchild, aunt, uncle, cousin, second cousin or children of any of these persons.

The complete definition of domestic violence is found in Alaska Statute AS 18.66.990 as noted below.

(3) "domestic violence" and "crime involving domestic violence" mean one or more of the following offenses or an offense under a law or ordinance of another jurisdiction having elements similar to these offenses, or an attempt to commit the offense, by a household member against another household member:

(A) a crime against the person under AS 11.41;
(B) burglary under AS 11.46.300 - 11.46.310;
(C) criminal trespass under AS 11.46.320 - 11.46.330;
(D) arson or criminally negligent burning under AS 11.46.400 - 11.46.430;
(E) criminal mischief under AS 11.46.475 - 11.46.486;
(F) terrorist threatening under AS 11.56.807 or 11.56.810;
(G) violating a protective order under AS 11.56.740 (a)(1); or
(H) harassment under AS 11.61.120 (a)(2) - (4);

(4) "domestic violence program" means a program that provides services to the victims of
domestic violence, their families, or perpetrators of domestic violence;

(5) "household member" includes
(A) adults or minors who are current or former spouses;
(B) adults or minors who live together or who have lived together;
(C) adults or minors who are dating or who have dated;
(D) adults or minors who are engaged in or who have engaged in a sexual relationship;
(E) adults or minors who are related to each other up to the fourth degree of
consanguinity, whether of the whole or half blood or by adoption, computed under the
rules of civil law;
(F) adults or minors who are related or formerly related by marriage;
(G) persons who have a child of the relationship; and
(H) minor children of a person in a relationship that is described in (A) - (G) of this
paragraph;

**Dating Violence**

Alaska State law does not currently include a specific legal definition of dating violence. However, Alaska's definition of domestic violence covers individuals who are in current and former dating relationships and therefore incorporates acts of dating violence into the general definition of domestic violence.

**Sexual Assault**

Under Alaska state law, sexual penetration and sexual contact of another person without consent is sexual assault and can occur under a variety of circumstances, including:

- Engaging in sexual penetration or contact with someone without consent of the person;
- Attempting to engage in sexual penetration with someone without consent of the person, causing serious physical injury as a result;
• Engaging in sexual penetration or contact with someone known to be mentally incapable or unaware, or while in certain legal or professional relationships with the person;
• Engaging or attempting to engage in sexual penetration or sexual contact with someone who is incapacitated, or temporarily incapable of appraising the nature of one's own conduct or physically unable to express unwillingness to act.

Consent

Alaska State law does not currently include a definition for consent. However, Alaska defines the following terms including "incapacitated," "mentally incapable," and "without consent" as related to sexual assault:

• Incapacitated: temporarily incapable of appraising the nature of one's own conduct or physically unable to express unwillingness to act;
• Mentally Incapable: suffering from a mental disease or defect that renders the person incapable of understanding the nature or consequences of the person's conduct, including the potential for harm to that person;
• Without Consent: that a person
• With or without resisting, is coerced by the use of force against a person or property, or by the express or implied threat of death, imminent physical injury, or kidnapping to be inflicted on anyone; or
• Is incapacitated as a result of an act of the defendant.

The complete definitions of the above terms are found in Alaska Statute 11.41.470, as noted above.

Age of Consent

Under Alaska state law, the age of consent for sexual activity depends on the age of both partners. Generally, an individual 16 years old or older can engage in sexual activity with an older participant provided the older participant is not in a position of authority over the younger participant and is not the younger participant's parent. In addition, depending on the age and relationship of the participants, teenagers may not be able to provide legal consent. In summary, an individual who agrees with any of the following statements may not be capable of providing consent, and a crime may have occurred:
• I am under 18 and the other person has authority over me (coach, teacher, boss).
• I am a teen and there is a 3-year or more age difference between us.

Stalking

Under Alaska law, it is illegal for another person to knowingly engage in a course of conduct that recklessly places you or someone else in fear of death or physical injury to either yourself or a member of your family. A course of conduct is repeated acts of "non-consensual contact" that is initiated or continued without that person's consent, or after someone has expressed a desire to cease contact, or is outside of the scope of consent given by that person. Some examples include:

• following or appearing within the sight of that person;
• approaching or confronting that person in a public place or on private property;
• appearing at the workplace or residence of that person;
• entering onto or remaining on property owned, leased, or occupied by that person;
• contacting that person by telephone;
• sending mail or electronic communications to that person;
• placing an object on, or delivering an object to, property owned, leased, or occupied by that person;
• utilizing social media to monitor an individual via false pretenses;
• following or monitoring that person with a global positioning device or similar technological means; or
• using, installing or attempting to use or install a device for observing, recording, or photographing events occurring in the residence, vehicle, or workplace used by that person, or on the personal telephone or computer used by that person.
Regents' Policy and University Regulation (BOR) Chapter 01.04 (Sex and Gender-Based Discrimination Under Title IX) defines domestic violence, dating violence, sexual assault, and stalking as forms of prohibited conduct.

**Domestic Violence**

Domestic Violence includes verbal or physical assault, violating a protective order, terrorist threatening, burglary, criminal trespass, criminal mischief, harassment, arson, criminally negligent burning committed by a current or former spouse or intimate partner of the complainant, by a respondent with whom the complainant shares a child in common, by a respondent who is cohabitating with or has cohabitated with the complainant as a spouse or intimate partner, by a respondent similarly situated to a spouse of the complainant, or by any other respondent against an adult or youth complainant who is protected from that respondent’s acts under the domestic or family violence laws of Alaska. This definition does not apply to roommates in university housing unless the parties also meet one of the above definitions within this provision as well.

**Dating Violence**

Dating Violence is violence committed by a respondent: a. who is or has been in a social relationship of a romantic or intimate nature with the complainant; and b. where the existence of such a relationship shall be determined based on a consideration of the following factors:

i. The length of the relationship;
ii. The type of relationship; and
iii. The frequency of interaction between the persons involved in the relationship

**Sexual Assault**

Sexual assault includes rape, sodomy, sexual assault with an object, fondling, incest, and statutory rape. The definitions of those acts follow:

a. “Rape” is non-consensual vaginal or anal penetration of a person with a penis no matter how slight, including instances where the victim is incapable of giving consent because of their age or because of their incapacitation.
b. “Sodomy” is non-consensual oral or anal penetration of another person, including instances where the victim is incapable of giving consent because of their age or because of their incapacitation. Examples of sodomy are non-consensual anal penetration with a tongue or finger or oral copulation (mouth to genital contact or genital to mouth contact), no matter how slight the penetration or contact.

c. “Sexual assault with an object” is non-consensual vaginal or anal penetration with an object no matter how slight the penetration.

d. “Fondling” is the touching of the breasts, buttocks, or genitals 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 their age or because of incapacitation. Fondling can occur over or under clothing.

e. “Incest” is nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law of the state or territory where the act occurred.

f. “Statutory Rape” is nonforcible sexual intercourse with a person who is under the statutory age of consent in the state or territory where the conduct occurred.

**Consent**

Consent is the voluntary, informed, un-coerced agreement through words or actions freely given, that a reasonable person would interpret as a willingness to participate in mutually agreed-upon sexual acts. Consensual sexual activity happens when each partner willingly and affirmatively chooses to participate. A person who is incapacitated cannot consent.

*The University of Alaska defines Consent for purposes of making a determination if the University’s policy prohibiting sexual misconduct, including sexual assault, has been violated.

The following terms relate to the University of Alaska definition of Consent:

**Coercion** is the use of pressure to compel another person to engage in any sexual activity against that person’s will. Coercion may include express or implied threats of physical, emotional, or other harm. Coercion invalidates consent.

**Force** is the unwelcome use or threat (whether express or implied) of physical violence to compel another person to engage in any sexual activity against that person’s will. Force invalidates consent.
**Incapacitation** is when an individual is in a state or condition in which they are unable to make sound decisions. This can be due to sleep, age, unconsciousness, alcohol, drug use, or mental and/or other disability. For example, someone who is unable to articulate what, how, when, where, and/or with whom the person desires a sexual act to take place is incapacitated.

**Stalking**

Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to either fear for their safety or the safety of others; or suffer substantial emotional distress.

**Additional Resources**

For additional gender-based and sexual misconduct terms listed in Chapter 01.04 such as Sexual Exploitation, Sex and Gender-Based Discrimination, Sexual Harassment, and Retaliation, see [https://www.alaska.edu/bor/policy/01.04-Sex%20and%20Gender-Based%20Discrimination%20Under%20Title%20IX.pdf](https://www.alaska.edu/bor/policy/01.04-Sex%20and%20Gender-Based%20Discrimination%20Under%20Title%20IX.pdf)

Board of Regents Chapter 09.02 outlines Student Rights and Responsibilities. It provides a non-exhaustive list of conduct prohibited by the Student Code of Conduct and it may be found at [https://www.alaska.edu/bor/policy/09.02-Student%20Rights%20and%20Responsibilities.pdf](https://www.alaska.edu/bor/policy/09.02-Student%20Rights%20and%20Responsibilities.pdf)
HATE CRIMES

All hate crimes associated with any of the following crimes: homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, any other crime involving bodily injury, larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property reported to law enforcement need to be reported. Hate crimes are those crimes that manifest evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim.

Although there are many categories of bias, under the Clery Act, only the following eight categories are reported:

- Race: a preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.
- 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, atheist.
- Sexual Orientation: a preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
- Gender: a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g. male or female.
- Gender Identity: a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
- Ethnicity: a preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or an ideology that stresses common ancestry.
- National Origin: a preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
- Disability: a preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.
In addition to the primary criminal offenses, the following crimes are also classified as hate crimes when there is evidence that the offense was committed with bias against one of the categories listed above.

- Larceny/Theft: the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of simple assault another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.
- Simple Assault: an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- Intimidation: to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- Destruction/Damage/Vandalism of Property: to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
HOW TO BE AN ACTIVE BYSTANDER

If you or someone else is in immediate danger, dial 911.

The university encourages the UAF community to become active bystanders throughout campus. The university wants members of the community to step in or speak up to defuse potentially harmful situations of potential sexual or relationship violence.

Active Bystander Process:

• Identify situations where sexual violence may occur.
• Recognize that you can help.
• Intervene in situations where consent cannot be given.

Questions to Ask During the Situation:

• How can I keep myself safe?
• Are there others I can call upon for help?
• Are resources available: people, phone, information?

Decisions to Take Action:

• If you see something - do something.
• You can make a difference.
• Choose a safe intervention that matches your skillset.

Prosocial Bystanders wear invisible C.A.P.E.S. - Bringing in the Bystander

C - Creativity - think of creative ways to de-escalate a situation, cause a distraction by pretending to know the person, asking for the time, or making something up

A - Active - starting a conversation, saying something directly, calling 911 or campus authorities
P - Passive - creating a distraction, calling attention to oneself in a subtle way

E - Engage - work in teams to be more safe and effective; again, folks are more likely to help if asked to do so, refer to on- or off-campus resources

S - Safety and Support - keep yourself safe, try to de-escalate, check-in with survivors, find support for yourself

In summary, there are many ways to be an active bystander. Know your style of communication and make the determination of how you can be a prosocial bystander with what is right for you.

UAF offers Bringing In The Bystander training to students, staff, and faculty through the Nanook Diversity and Action Center (NDAC). The training can be provided through Zoom or in-person and provides participants with skills to help them act when they see behavior that puts others at risk for violence, victimization, or perpetration. The goal is to help individuals identify a means of intervention that works for them and that encourages us to keep one another safe. The trainings are available upon request at [https://uaf.edu/ndac/]

Bystander intervention strategies adapted from Stanford University’s Office of Sexual Assault & Relationship Abuse.

**Risk Reduction**

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

1. **Be aware of your surroundings.** Knowing where you are and who is around you may help you to find a way to get out of a bad situation.

2. **Try to avoid isolated areas.** It is more difficult to get help if no one is around.

3. **Walk with purpose.** Even if you don't know where you are going, act as you do.

4. **Trust your instincts.** If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).

5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.

6. **Make sure your cell phone is with you** and charged and that you have cash.

7. **Be aware of people trying to isolate you or separate you from your group.**
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.

9. When you go to a social gathering, go with a group of friends. Arrive together, check-in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.

10. Watch out for your friends and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.

11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.

12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.

13. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

14. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
   
   a. Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.

   b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.

   c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.

   d. Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

15. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
16. **If you and/or the other person have been drinking**, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

17. **Drink responsibly.** If you choose to drink, know your limits. Low-risk choices include drinking no more than three drinks per day. When going out, utilize a sober buddy.
CRIME REPORTING

Accurate and Timely Reporting of Criminal Offenses

Prompt and accurate reporting of criminal offenses aids in providing a timely response and timely warning notices to the community when appropriate and assists in compiling accurate crime statistics. Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety-related incidents in an accurate and prompt manner to the UPD or local law enforcement whether the victim of crime elects to or is unable to make such a report.

Procedures Complainants Should Follow if an Incident Occurs

If an incident of dating violence, domestic violence, sexual assault, or stalking occurs, individuals are encouraged to file a report with the University Police Department (907-474-7721), Department of Equity and Compliance (907-474-7300), or any Campus Security Authority. Individuals may report confidentially to the UAF Resource and Advocacy Center or Student Health and Counseling Center. After an incident of sexual assault, dating violence or domestic violence, the complainant should consider seeking medical attention as soon as possible. The link below is sourced from the Alaska’s Council on Domestic Violence and Sexual Assault and lists active SART teams in the State of Alaska:

https://dps.alaska.gov/getmedia/0bd0ee11-ad01-4936-a2f7-efe3eda0f33/SART-Teams-of-Alaska-(for-website)-12-14-2020_1.pdf

In Alaska, evidence may be collected even if you choose not to make a report to law enforcement. It is important that in all incidents of dating violence, domestic violence, sexual assault, and stalking that a complainant does not bathe, douche, smoke, change clothing or clean the bed/linen/area where the alleged criminal offense occurred, if the offense occurred within the past 96 hours, so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if complainants do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted infections. Complainants of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to University adjudicators/investigators or police.
As time passes, evidence may become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a complainant chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with University Police or other local law enforcement to preserve evidence in the event that the complainant decides to report the incident to law enforcement or the University at a later date to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

**Involvement of Law Enforcement and Campus Authorities**

The university strongly encourages all members of its community to report crimes to law enforcement (including on-campus law enforcement and/or local police), it is the complainant’s choice whether or not to make such a report. Complainants have the right to decline to notify University Police or local law enforcement. The Department of Equity and Compliance will assist any complainant with notifying law enforcement if the complainant elects to do so. The Department of Equity and Compliance can be reached at 907-474-7300. UAF Police Department may also be reached directly by calling 907-474-7721 or in person at 1788 Yukon Drive.

**Reporting a Crime to the Police and/or a CSA**

**Bristol Bay Campus**

Students, staff, faculty, and visitors should report campus crimes to the staff at Bristol Bay, local law enforcement agencies, and/or Campus Security Authorities.

- Dillingham Police 907-842-5354
- Naknek/King Salmon Bristol Bay Borough Police 907-246-4222
- St. Paul Public Safety 907-546-3130
- Togiak Police 907-493-5212
- Unalaska Public Safety 907-581-1233
- Bristol Bay Campus (Dillingham) 907-842-5109
- Bristol Bay Campus Director 907-842-8308
- Administrative Manager 907-842-8349
- Campus Business Supervisor 907-842-8318
Chukchi Campus
Students, staff, faculty, and visitors should report campus crimes to the staff at Chukchi Campus, local law enforcement agencies, and/or to Campus Security Authorities.

• Campus Director 907-442-5051
• Student Services and Registrar 907-442-5053
• Kotzebue Police 907-442-3351

Seward Campus
Students, staff, faculty, and visitors should report campus crimes to the Seward Police Department, staff at the Seward Campus and/or Campus Security Authorities.

• Seward Police 907-842-5354
• Seward Marine Center Director 907-224-5261
• Port Captain 907-224-4391
• Human Resources 907-224-4310

Kuskokwim Campus
Students, staff, faculty, and visitors should report campus crimes to the Bethel Police Department, staff at the Kuskokwim Campus and/or Campus Security Authorities.

• Bethel Police 907-543-3781
• Assistant Director 907-543-4558

Northwest Campus
Students, staff, faculty, and visitors should report campus crimes to the Nome Police Department, staff at the Nome Campus and/or Campus Security Authorities.

• Nome Police 907-443-5262
• Director 907-443-8402
Tok Campus

Students, staff, faculty, and visitors should report campus crimes to the Alaska State Troopers, staff at the Tok Campus and/or Campus Security Authorities.

- Alaska State Troopers-Tok Post 907-883-5111
- Coordinator 907-883-5613

Fort Yukon Campus

Students, staff, faculty, and visitors should report campus crimes to the Seward Police Department, staff at the Seward Campus and/or Campus Security Authorities.

- Fort Yukon Police 907-632-2311
- Coordinator 907-662-2521

Fairbanks Campus and Interior Alaska Campus

Community members, students, faculty, staff, and guests are strongly encouraged to report all campus crimes and public safety related incidents to the University Police Department (UPD) in a timely manner. UPD incident reports involving students may be forwarded to the Center for Student Rights and Responsibilities and Campus Directors for review and potential action through the student disciplinary process.

Likewise, UPD incident reports involving faculty may be forwarded to the Office of the Provost and Executive Vice Chancellor and incident reports involving staff may be forwarded to Human Resources.

In an emergency, dial 911. You may also use an emergency phone in an elevator, or use one of the blue-lighted emergency phones throughout campus. For non-emergencies on campus, you can contact UPD at 474-7721.

Response to a Report

Dispatchers are available at these respective police departments 24 hours a day to answer your calls. In response to a call, UAF Police Department will take the required action, either dispatching an officer or asking the victim to report to UAF Police Department to file an incident report. All reported crimes will be investigated by the University and may become a matter of public record. All UAF Police Department incident reports are forwarded to the Center for Student Rights and Responsibilities for review and referral to student conduct for potential
action, as appropriate. UAF Police Officers will investigate a report when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the Center for Student Rights and Responsibilities.

**Voluntary Confidential Reporting**

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report. With your permission, a UAF Police Department officer can file a report on the details of the incident without revealing your identity (except to the Title IX Coordinator in the event of a reported sex offense or sexual harassment). UPD encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. In instances of sexual assault, domestic violence, dating violence, and stalking the UPD follows responsible employee requirements to provide information to Title IX on an institutional need to know basis. The purpose of a confidential report is to comply with the individual’s wishes to keep the matter confidential, while taking steps to ensure the future safety of our campus community. With such information, the university can keep a record of the number of incidents involving students, staff, and faculty, determine where there is a pattern of misconduct with regard to a 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.

All reports submitted on a confidential or anonymous basis are evaluated for purposes of issuing a campus-wide “timely warning” as well as inclusion in the annual crime statistics. To the greatest extent possible, all reports will remain private.

In compelling situations, UAF reserves the right to take reasonable action in response to any crime report, and information may be shared with appropriate departments and agencies under a need-to-know basis when it pertains to investigative needs and safety concerns of the campus community.

From the University of Alaska Fairbanks Department of Equity and Compliance website, you can anonymously file a report on the details of the incident without revealing your identity ([www.uaf.edu/oeo/title-ix/](http://www.uaf.edu/oeo/title-ix/)).

**Alternatives to Immediately Filing a Police Report**

- Make a complaint to the Center for Student Rights and Responsibilities. Such a complaint may be used for actions which include, but are not limited to, on-campus disciplinary proceedings.
- Make a complaint to the Department of Residence Life.
• Make a complaint to the Title IX coordinator in the Department of Equity and Compliance. Such a complaint may be used for actions which include, but are not limited to, on-campus disciplinary proceedings.

**Disclosures to Victims of Alleged Crimes**

UAF adheres to disciplinary procedures when students are involved in any violent crime or sex offense. Pursuant to the Family Educational Rights and Privacy Act (FERPA) and consistent with the Student Code of Conduct, a school is permitted to disclose to the harassed student information about the sanction imposed upon a student who was found to have engaged in harassment when the sanction directly relates to the complainant. Further, when conduct involves a crime of violence or sex offense, FERPA permits post-secondary institutions to disclose to the complainant, upon written request, the final results of a disciplinary proceeding against the respondent, regardless of whether the institution concludes a violation was committed.

The final results are limited to the name of the respondent, any violation found to have been committed and any sanction imposed against the respondent by UAF. UAF may not restrict a complainant from disclosing this information to others.

If the complainant is deceased as a result of the crime or offense, UAF will provide the results of the disciplinary hearing to the victim's next of kin, if so requested. The records of deceased students may also be released or disclosed at the request of a parent, personal representative or other qualified representative of the student’s estate, or pursuant to a court order or subpoena.
ON AND OFF CAMPUS SERVICES FOR ASSISTANCE

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

These resources include the following:

**Counseling, Health, Mental Health, and Victim Advocacy:**

Counseling, Health, and Mental Health Students at the Fairbanks campus and CTC campus may go to:

**Student Health & Counseling Center**
907-474-7043
203 Whitaker Building
1788 Yukon Dr. Fairbanks, AK 99775

**UAF Community Mental Health Clinic**
907-474-1999
Gruening Building

Counseling, health, and mental health services are not available at Chukchi, Bristol Bay, Kuskokwim, Fort Yukon, Tok, Toolik, Seward or Northwest Campuses.

**UAF Resource and Advocacy Center**
907-474-6360 (available 24/7)
Monday - Friday 9 am - 5 pm
130 Wood Center
uafadvocate@iacnvl.org

Legal Assistance: UAF campuses do not offer on-campus legal assistance.

Visa and Immigration Assistance
International Programs and Initiatives
907-474-7677
Eielson Building, Room 215 (by appointment only)
uaf-internationalprograms@alaska.edu

Student Financial Aid
Office of Financial Aid
907-474-7256
Eielson Building 107
uaf-financialaid@alaska.edu

Off Campus Resources and Contact Information:
The University of Alaska and the Alaska Department of Public Safety Council on Domestic Violence and Sexual Assault have compiled lists of off-campus locations where students may seek counseling, health, mental health and victim advocacy services:

• www.alaska.edu/equity/title-ix/disclosure/index.php
• http://dps.alaska.gov/cdvsa/services/victimservices

The Interior Alaska Center for Non-Violent Living’s vision is a safe and supportive community for all. IAC provides programs to intervene and prevent domestic violence, sexual assault, suicide, and other violent crimes that negatively impact our community and the surrounding interior villages.

Interior Alaska Center for Non-Violent Living
726 26th Ave. #1
Fairbanks, AK 99701
Office: 907-452-2293

Legal Assistance
The Alaska Legal Services Corporation’s (ALSC) mission is to provide high quality civil legal services to low income and disadvantaged people and communities to protect their safety, their health and promote family stability. The ALSC has 12 locations, including offices in Fairbanks, Kotzebue and Nome. For contact information for each location, go to: www.alsc-law.org/contact-us
Visa and Immigration Assistance
The Alaska Institute for Justice’s (AIJ) mission is to promote and protect the human rights of all Alaskans including immigrants, refugees, and Alaska Native communities by providing critical services to these underserved populations, including legal representation, language interpretations services, training and educational programs. The AIJ provides services to immigrant victims of domestic violence and sexual assault. For contact information for the Fairbanks office, go to: www.akijp.org/who-we-are

Student Financial Aid
The Alaska Commission on Postsecondary Education & Alaska Student Loan Corporation provides financial aid for college and career planning. For contact information, go to: https://acpe.alaska.gov/Contact-Us

Additional Resources:
- Alaska Network on Domestic Violence and Sexual Assault
- National Domestic Violence Hotline
- Rape, Abuse and Incest National Network
- Stalking Resource Center
- Department of Justice
- Department of Education, Office of Civil Rights

Confidentiality
The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that educational institutions, including higher educational institutions, with certain exceptions, obtain written consent prior to the disclosure of personally identifiable information from your education records. However, an institution may disclose appropriately designated “directory information” without written consent, unless the institution has been advised to withhold such information in accordance with FERPA compliant procedures. Complainants may request that directory information on file with the University be withheld by going to UAOnline, then clicking on “Personal Information,” and clicking on “Change Student Directory Hold Information,” and select “Enable,” and then click on “Update Confidentiality.”

A directory hold applies to all elements of directory information on a student’s record. The University of Alaska does not apply a directory hold differentially to the various directory
information data elements. As a result, a directory hold will prevent the university from releasing information to verify a student’s enrollment or earned degrees to scholarship organizations, loan agencies, and future employers. The directory hold will also prevent us from listing or releasing a student’s name related to Dean’s and Chancellor’s lists, as well as the commencement program or any other university publication.

Regardless of whether a complainant has opted-out of allowing the University to share "directory information," personally identifiable information about the complainant, respondent, and other necessary parties will be treated as private and only shared with persons who have a specific need-to-know, i.e., those who are involved in the investigation and adjudication of the report or those involved in providing supportive measures to the parties. Absolute confidentiality may not be maintained in all circumstances, especially in cases where the university must take action to protect the safety of others. By only sharing personally identifiable information with individuals on a need-to-know basis, the institution will maintain as confidential, any supportive measures provided to the parties to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the supportive measures.

The University does not publish the names of crime victims or other identifiable information regarding complainants in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault, or stalking, the name of the complainant and other personally identifiable information about the complainant will be withheld.
PROCEDURES THE UNIVERSITY WILL FOLLOW WHEN AN INCIDENT IS REPORTED

The University has procedures in place that serve to be sensitive to complainants who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services on and/or off campus as well as additional supportive measures to prevent contact between a complainant and a respondent, such as changes to housing, academic, transportation, protective orders and working adjustments, if reasonably available. The University will provide such supportive measures, if the complainant or respondent requests them and if they are reasonably available, regardless of whether the complainant or respondent chooses to report the crime to University Police or local law enforcement. Students and employees should contact the Department of Equity & Compliance at 907-474-7300 for more information about these supportive measures. For more information, see Board of Regents’ Policy and University Regulation Chapter 01.04.

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

1. The University will assess immediate safety needs of the complainant and broader university community.
2. In cases of sexual misconduct, the University may communicate a brief summary of the known allegation(s), without the use of names, to senior leadership.
3. Depending on when reported (immediate vs delayed report), the University will provide the complainant with access to medical care, as appropriate.
4. The University will provide the complainant with contact information for local law enforcement AND assist the complainant with contacting local police, if the complainant requests.
5. The University will provide written information to the complainant on how to preserve evidence.
6. The University will provide referrals to on and off campus mental health providers, if available.
7. The University will provide the complainant and the respondent, when applicable and appropriate, with a written explanation of their rights, information about services within the
institution and in the community, and the availability and procedure for requesting supportive measures.
8. The University will assess the need to implement interim or long-term protective measures, if appropriate.
9. The University will provide an interim access restriction or work with UPD to issue a "No trespass" directive to the complainant and the respondent if deemed appropriate.
10. The University will provide referral to advocate services that can assist with how to apply for a protective order.
11. If the reported behavior falls within the jurisdiction of the University and the complainant wishes to proceed to investigation (or the University decides to pursue investigation), the University will investigate the report. (Requirements for initiating an investigation differ depending on applicable policy. See the section titled “Types of Proceedings Utilized in Cases of Domestic Violence, Dating Violence, Sexual Assault, and Stalking” below for policy-specific procedures.)
12. If there is an investigation, the University will make a determination under the appropriate policy to determine whether the respondent is responsible for the alleged conduct. (Unless the investigation is conducted under Board of Regents’ Policy and University Regulation Chapter 01.04, in which case a determination will be made after a hearing. See the section below titled “Types of Proceedings Utilized in Cases of Domestic Violence, Dating Violence, Sexual Assault, and Stalking” for policy-specific procedures.)
13. If there is an investigation and/or hearing, the University will inform the complainant and the respondent of the outcome, appeal rights and processes, whether there are any changes to the result, and when such results become final, whether disciplinary action was taken.
14. The University will enforce its anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for reporting sex or gender-based discrimination or for participating in the investigation and/or hearing.

Assistance for Victims: Rights & Options
Regardless of whether an individual elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the university will assist the individual and provide them with a written explanation of their rights and options. Such written information will include:

• the procedures an individual should follow if a crime of dating violence, domestic violence, sexual assault, or stalking has occurred;
• information about how the institution will protect the confidentiality of complainants and other necessary parties;
• information about services within the institution and in the community;
• options for, available assistance in, and how to request supportive measures and protective measures; and
• an explanation of the procedures for institutional disciplinary action.

Protective Measures Available
Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, the University of Alaska Fairbanks will provide written notification to students and employees about supportive measures available to them, including academic, living, transportation, University no-contact orders, and working situations. The written notification will include information regarding the supportive measure options, available assistance in requesting supportive measures, and how to request supportive measures and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the supportive measures).

At the complainant’s request, and to the extent of the complainant's cooperation and consent, university offices will work cooperatively to assist the complainant in obtaining supportive measures. If reasonably available, a complainant may be offered changes to academic, living, working, protective orders or transportation situations regardless of whether the complainant chooses to report the crime to University police or local law enforcement.

Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, assistance with requesting an appeal for late withdrawal and refund, etc. Potential changes to living situations may include moving to a different room, floor, or residence hall. Possible changes to work situations may include changing working hours or changing workspace location. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort on-campus, etc.

To request changes to academic, living, transportation and/or working situations or protective measures, a complainant should contact the Department of Equity & Compliance, on the Fairbanks campus. If the complainant wishes to receive assistance in requesting these supportive measures, they should contact the Department of Equity and Compliance at 907-474-7300 or visit the Third Floor of Constitution Hall. The university is obligated to comply with a student’s reasonable request for a living and/or academic situation change following an alleged sex offense.
The University recognizes protective orders entered by the Alaska Court System or out-of-state protective orders that meet Alaska statutory requirements (See AS 18.66.140). Any person who obtains a protective order should provide a copy to University Police and the Department of Equity & Compliance. The individual with the protective order can meet with University Police to discuss any safety concerns and work with the Department of Equity & Compliance to provide supportive measures in an attempt to reduce risk of harm while on campus or coming and going from campus.

These supportive measures may include, but are not limited to: safety escorts, special parking arrangements, providing a temporary cell phone, changing classroom location, or allowing a student to complete assignments from home, etc. The University cannot apply for a legal protective order on behalf of an individual. The University can issue a "no contact" order against a person who is affiliated with UAF and in conjunction with UPD can issue a "no trespass" order against any person.

<table>
<thead>
<tr>
<th>Type of Order</th>
<th>Rights of Petitioner</th>
<th>Institutions Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence Protective Order (20-day ex-parte orders and long-term protective orders, which can last up to 6 months)</td>
<td>Protection from contact by the respondent in cases of domestic violence; respondent is a &quot;household member,&quot; including relatives and dating partners</td>
<td>Honor and enforce</td>
</tr>
<tr>
<td>Stalking Protective Order (20-day ex-parte orders and long-term protective orders, which can last up to 6 months)</td>
<td>Protection from contact by the respondent in cases involving stalking, which consists of repeated acts of non-consensual contact involving the complainant or a family member of the complainant</td>
<td>Honor and enforce</td>
</tr>
<tr>
<td>Sexual Assault Protective Order (20-day ex-parte orders and long-term protective orders, which can last up to 6 months)</td>
<td>Protection from contact by the respondent who has committed a crime of sexual assault, including illegal sexual contact or penetration</td>
<td>Honor and enforce</td>
</tr>
</tbody>
</table>
### Similar lawful orders issued by a criminal, civil, or tribal court
- Protection from contact by a respondent, who can be anyone covered by the order
- Honor and enforce

### University "no contact" orders
- Protection from contact by a respondent, who can be anyone affiliated with the University of Alaska
- Impose and enforce

### "No trespass" orders by the University
- Protection from having a respondent, who can be anyone, on University property or at a specific University location.
- Impose and enforce

Except for the University issued orders listed above, an individual must apply for a court protective order directly from the Alaska Court System for these services. An individual may request a UAF no contact order or a UAF no trespass order through the UAF Department of Equity & Compliance in conjunction with UPD and CSRR.

The University may issue a “no contact” order if there is a reason why one needs to be put in place. Prior to issuing a written no-contact order (also called a no-contact directive), a University representative will make a reasonable attempt to meet with the complainant and respondent:

- To explain the reason for the no-contact directive;
- To discuss what no-contact means;
- To determine any contact that both individuals may still need to have with one another (in classes, in clubs, through employment, on athletic teams, etc.);
- To inform students that no-contact directives are enforced through the Student Code of Conduct and are not criminal matters; and
- To share what they should do if the no-contact directive is violated.

No-contact directives will be tailored in each case. The length of time for a no-contact directive will be commensurate with the reason that it is being requested. If the University receives a report that such an institutional no-contact order has been violated, the University will initiate disciplinary proceedings as appropriate.
Adjudication of Allegations

The university’s administrative process includes a prompt, fair, and impartial investigation and resolution. In all instances, the process will be conducted in a manner that is consistent with the institution’s policy and that is transparent to the complainant and respondent.

Typically, the resolution of domestic violence, dating violence, sexual assault, and stalking complaints that constitute sex or gender-based discrimination are completed within 180 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the complainant and the respondent of the delay and the reason for the delay.

University officials involved in the investigation and adjudication of domestic violence, dating violence, sexual assault, and stalking complaints that constitute sex or gender-based discrimination are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking. Training for these officials will address but will not be limited to the following topics:

- 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.

University Policy relating to the investigation and adjudication of complaints that concern sex or gender-based discrimination provides that:

1. The complainant and the respondent will have timely notice for meetings at which the complainant or respondent, or both, may be present;
2. The complainant, the respondent, and appropriate officials will have timely and equal access to any information that will be used during formal and informal administrative meetings and hearings;
3. The institutional administrative procedures will not be conducted by officials who have a conflict of interest or bias for or against the complainant or the respondent;
4. The complainant and the respondent will have the same opportunities to have others present during any institutional administrative proceeding. The complainant and the respondent each have the opportunity to be advised by an advisor of their choice, including an advisor they choose at their own expense, at any stage of the process, and to be accompanied by that advisor to any related meeting or proceeding. The advisor may be a friend, relative, student, faculty, or staff member, advocacy organization staff member or volunteer, union representative, or attorney. A witness in the
grievance process may also be an advisor, and any perceived “conflict of interest” will be taken into account by the decision-maker. The University will not limit the choice of advisor or presence of the advisor for either the complainant or the respondent in any meeting or institutional administrative proceeding. For live hearings held under Title IX policy, parties who do not have an advisor will be assigned an advisor by the university.

5. The complainant and the respondent will be notified simultaneously, in writing, of any initial, interim, and final decision of any administrative proceeding; and

6. Where an appeal is permitted under the applicable policy, the complainant and the respondent will be notified simultaneously in writing of the procedures for the respondent and the complainant to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the complainant and the respondent will be notified simultaneously in writing of any change to the result prior to the time that it becomes final, as well as of the final result once the appeal is resolved.

How to File a Complaint

Whether or not criminal charges are brought, an individual or the University may file a complaint using the following procedures.

- Notify the UAF Title IX Coordinator by phone 907-474-7300 or in person in the Third Floor Constitution Hall. Reports can also be made online at https://cm.maxient.com/reportingform.php?UnivofAlaskaFairbanks&layout_id=1

- If you would prefer to report the incident by phone or in person to someone on your campus, see the list of Title IX representatives for each UA campus located online at https://www.alaska.edu/titleIXcompliance/title-ix-contacts/

- Tell UAF about the incident by using the UA Confidential Hotline. You may phone 855-251-5719 or you may file a report online at https://www.alaska.edu/titleIXcompliance/disclosure-options/ When you use the UA Confidential Hotline, you have the choice of disclosing who you are, remaining semi-anonymous, or completely anonymous.

- Call University Police by phone 907-474-7721 or in person at 1788 Yukon Drive, on the Fairbanks campus.

*For allegations which meet the definition of sexual harassment under Title IX, including some forms of sexual assault, domestic/dating violence, and stalking, an investigation will not commence without a formal written complaint from either the complainant or the Title IX
Coordinator. The requirements of a formal complaint are detailed in BOR Chapter 01.04. With the limited exception of counselors, clergy, or other persons with a professional license requiring confidentiality who are working within that license, all staff, all faculty, and Residence Life student employees are considered responsible employees and are required to report incidents to the Title IX Coordinator.

**Range of Supportive Measures Available When Misconduct is Alleged**

The University may offer supportive measures including, but not limited to:

- Rescheduling of exams and assignments;
- Changing class schedules or assisting in withdrawal without penalty;
- Changing university work schedule or job assignments;
- Changing campus housing;
- Making transportation arrangements or arranging a safety escort;
- Imposing an on-campus "no contact order," an administrative action designed to stop contact and communications between two or more individuals; and
- Fully or partially restricting the respondent's access to the university or university services or functions.
TYPES OF PROCEEDINGS UTILIZED IN CASES OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

UA has four policies that address student or employee conduct in cases of domestic violence, dating violence, sexual assault, and stalking, depending on the nature of the case and the role of the individuals involved:

1. Regents' Policy and University Regulation Chapter 01.02

   Applies to complaints involving discriminatory behavior including domestic violence, dating violence, sexual assault, and stalking that:
   
   Occurred outside a university program or activity.; OR
   
   Was committed against an unaffiliated individual.; OR
   
   Does not meet the definitions of Title IX prohibited conduct under R01.04.010.;
   
   BUT
   
   The behavior created an intimidating, hostile or offensive learning or working environment on campus.

2. Regents' Policy and University Regulation Chapter 01.04

   Applies to complaints of sex and gender-based discrimination, including domestic violence, dating violence, sexual assault, and stalking that:
   
   Occurred within a university program or activity.; AND
   
   Involves a complainant participating or attempting to participate in a university educational program or activity at the time the complaint is filed;
   
   AND
   
   Involves a respondent participating or attempting to participate in a university
educational program or activity; AND Involves conduct occurring within the United States; AND Meets the definitions of Title IX prohibited conduct under R01.04.010.

3. Regents' Policy and University Regulation Chapter 09.02

Applies to conduct prohibited under the Student Code of Conduct including any allegations of domestic violence, dating violence, sexual assault, and stalking that: Involves any student or student organization; AND does not meet the definitions of Title IX prohibited conduct under R01.04.010.

4. Regents' Policies and University Regulations Chapters 04.02, 04.07, 04.08, 04.10, & 09.05

Applies to misconduct by employees, including any accusations of domestic violence, dating violence, sexual assault, and stalking, that does not meet the definitions of Title IX prohibited conduct under R01.04.010.

Sex and gender-based misconduct may result in a single university policy violation or a combination of multiple university policy violations, dependent on the fact pattern and the circumstances. Reported behavior which, after assessment, appears to meet the jurisdictional requirements and definitions of prohibited conduct under BOR 01.04 (Title IX) will be addressed first under Chapter 01.04. However, if information is discovered which changes the coverage assessment, the Chapter 01.04 process will be ended and the reported behavior should be addressed under any other applicable chapter(s).

The following sections describe each Chapter.

Note: All references to “day” in this document will refer to one business day.

**Regents' Policy and University Regulation 01.02**

A full version of this policy is located at: [https://www.alaska.edu/bor/policy/01.02-General%20Provisions.pdf](https://www.alaska.edu/bor/policy/01.02-General%20Provisions.pdf)

**How the University Determines Whether This Policy will be Used**

An Equity and Compliance investigator reviews reported allegations to determine whether the alleged conduct constitutes discrimination and falls within jurisdiction of applicable policies; the
investigator gives consideration to: the record as a whole, the totality of the circumstances, and, where applicable, regulatory guidelines.

**Steps in the Process**

**1. Anticipated Timelines and General Procedures**

- The Equity and Compliance investigator(s) will conduct a timely investigation that includes making a determination of responsibility.
- A copy of the written findings are distributed to the complainant and the respondent and the following parties, if appropriate: the respondent’s supervisor, the Office of General Counsel, the UA Labor and Employee Engagement Office in Human Resources, and office of Student Conduct.
- A non-represented (non-bargaining unit) complainant or respondent who disputes the written findings of the investigation report may request a formal review of the findings within 5 days of the release of the findings.
- The requested formal review will be conducted by one or more trained individuals appointed by the chancellor or, in the case of statewide employees, the president. The purpose of this review is to provide an opportunity for the chancellor or president to obtain an objective review of the investigation findings when those findings are disputed by one of the involved parties.
- The review is scheduled as soon as practicable and the written recommendation resulting from the review will be forwarded to the chancellor, or in the case of a statewide employee, to the president for a decision.
- If a party is dissatisfied with the decision of a chancellor resulting from a formal review, that party may request a discretionary review by the president within 5 days of the decision.
- If the president elects to review a chancellor’s decision, the president’s decision will be the final decision of the university. If the president does not elect to accept a review within 15 days, the decision of the chancellor then becomes the final decision of the university. In the case of Statewide Administration employees, the decision of the president is the final decision of the university.
- Employees covered under collective bargaining agreement may dispute decisions, including findings and discipline pursuant P01.02, using the processes provided in the applicable collective bargaining agreement.
2. Decision-Making Process and Outcomes

• Investigation

Investigations are conducted by a university investigator who makes findings of responsibility or no responsibility and forwards these findings to the appropriate office, such as Student Conduct or Human Resources, based on the parties’ roles, regarding the assignment of sanctions.

• Informal Resolution Process

The purpose of informal resolution is to educate and inform individuals of their offensive behavior and to allow individuals the opportunity to voluntarily correct inappropriate behavior without disciplinary action. A complainant generally should try to inform the person directly that his or her behavior is unwelcome, harmful or offensive. The complainant is also encouraged to request assistance from other university employees (supervisors), UA Human Resources, advisors or affirmative action officers in the informal resolution of a complaint. These assistants will promptly attempt to resolve the complaint through consultation and guidance of the complainant or, as appropriate, mediation between all concerned parties. Informal resolution may include informing the person about the behavior and/or writing a letter concerning the behavior and requesting that the behavior be stopped. If informal resolution efforts fail to achieve satisfactory results, or if informal resolution is inappropriate in consideration of the circumstances or the egregious nature of the alleged behavior, the complainant may file a formal complaint with the affirmative action officer or the regional personnel officer as the initial action.

• Discipline

For student respondents, the Center for Student Rights and Responsibilities imposes or recommends discipline as defined in University Regulation 09.02.040. For employee respondents, the supervisor or the Human Resources office imposes discipline according to Regents' Policy 04.07 and 04.08 and applicable collective bargaining agreements. For respondents that are both students and university employees, all applicable discipline procedures may be used. For third-party respondents, discipline is imposed by campus leadership.
3. Standard of Proof

Findings are made using the preponderance of the evidence standard.

Regents’ Policy and University Regulation 01.04
A full version of this policy is located at: https://www.alaska.edu/bor/policy/01.04-Sex%20and%20Gender-Based%20Discrimination%20Under%20Title%20IX.pdf

How the University Determines Whether This Policy Applies and Whether to Proceed with an Investigation; Supportive Measures
Upon receiving a report of sex or gender-based discrimination, the Title IX Coordinator determines if there is sufficient basis and jurisdiction to initiate an investigation under Chapter 01.04. Sex and gender-based misconduct that does not meet the requirements of Chapter 01.04 are addressed under other applicable chapters (see table at the beginning of this document).

The Title IX Coordinator engages with the complainant in the interactive process to discuss supportive measures, determine whether the complainant wants to proceed with an investigation or whether the circumstances require the university to proceed with an investigation, and explains the process for filling out a formal complaint. The Equity and Compliance staff also evaluates the risk, if any, the respondent presents to the complainant or University community and takes appropriate steps in response to that assessment.

Steps in the Process

1. Anticipated Timelines and General Procedures

• A reasonably prompt timeframe for conclusion of the grievance process, including time for filing and resolving appeals and participation in any informal resolution processes, is defined as 180 days. See the following for additional applicable timelines applicable to specific steps in the process.
• A formal complaint is required to proceed with an investigation under Title IX. Sex and gender-based allegations that do not meet the requirements of Regents' Policy and University Regulation 01.04 must be dismissed and are addressed under different UA BOR.
• A complainant or respondent can appeal the dismissal of a formal complaint within 5 days of receipt of the dismissal. A complainant or respondent must submit a written appeal to the chancellor or the president, in the case of statewide employees. The president, chancellor, or their designee will review the appeal and render a prompt, written decision either upholding the dismissal, overturning the dismissal and returning it for additional investigation to the original Title IX coordinator, or to another Title IX coordinator if a conflict of interest exists for or with the original Title IX coordinator, or seeking more information.
• The Equity and Compliance investigator(s) will conduct a prompt investigation of sex and gender-based allegations that meet the requirements of Regents' Policy and University Regulation 01.04.
• The Title IX investigator will provide the parties with an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including any evidence which the university does not intend to rely upon in reaching a determination regarding responsibility. The parties will have at least 10 days to submit a written response to the evidence, which the investigator will consider prior to completion of the investigative report.
• The Title IX investigator will write an investigative report that does not make a finding but fairly summarizes relevant evidence, makes relevant credibility assessments, and considers each party’s written response to the evidence and, at least 10 days prior to a hearing, send a copy of the investigative report to each party and the party’s advisor, if any, in an electronic format or a hard copy, for review and written responses.
• Once the investigative report has been distributed, the University Office of General Counsel will timely appoint a decision-maker to conduct a hearing. The decision-maker shall not be the campus Title IX coordinator or the investigator of record, but may be a Title IX coordinator or investigator from another campus or any other qualified person.
• A live hearing will be held with either in person or virtual attendance of parties, witness, and other participants. Hearings will last no longer than two days with the option of an extension at the decision-maker’s discretion upon request by the University, the complainant or the respondent.
• The decision-maker shall have discretion for the following additional determinations:
  • To allow or restrict attendance of non-parties at the hearing, including restriction of attendance of all persons other than the university’s representatives, the parties, their advisors, and a union representative, if applicable;
  • To allow the university, complainant, and respondent, or an advisor, to make a brief opening and/or closing statement, provided no party shall be compelled to make any such statement; and
• To ask questions during the hearing of any party or witness, including the right to be the first person to ask questions of any party or witness.
• The Title IX investigator will present the relevant evidence gathered during the investigation. The decision-maker may not consider or rely upon any statements not made or affirmed in the hearing. Statements may be made or affirmed in various mediums and means, including video, written, email or other form or format.
• The decision-maker shall allow each party’s advisor, whether selected or appointed, to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility of any party or witness. Questioning and cross-examination shall not be permitted by any party personally. Determinations of relevancy of any question asked by any advisor shall be made by the decision-maker prior to any response by a party or witness. A decisionmaker may require the parties and their advisors, or the parties may elect, to pre-submit their questions in advance of the hearing to enable the relevancy determination to be pre-established.
• Questions and evidence about the complainant’s sexual predisposition or prior sexual behavior is not relevant unless provided to prove either that someone other than respondent committed the conduct alleged by complainant or if it concerns specific instances of the complainant’s prior sexual behavior with respect to the respondent that are offered to prove consent to the conduct alleged by complainant.
• If a party or witness is unwilling to submit to cross-examination, or to respond to any question that the decision-maker has determined is relevant, the decision-maker may not rely on any statement of that party or witness in reaching a determination about responsibility.
• The decision-maker must issue a written determination regarding responsibility within 30 days, and this deadline may be extended for good cause with written notice to both parties.
• The complainant and respondent each have a right to appeal a determination regarding responsibility. To appeal, a complainant or respondent must submit a written request to appeal, within 5 days of receipt of the determination regarding responsibility, to their campus chancellor or, in the case of statewide employees, to the president.
• Upon receipt of a request to appeal a decision under this chapter, the chancellor or president shall allow the complainant and respondent to have 15 days to submit a written statement in support of, or challenging, the outcome, but no party is obligated to submit a statement, nor shall a party’s decision not to file a statement be held against them. The chancellor or president will issue a written decision describing the result of the appeal and the rationale for the result and will provide the decision to the complainant and respondent simultaneously.
2. Decision-Making Process and Outcomes

• Investigation

The Title IX investigator will conduct an investigation that provides an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence, and does not make credibility assessments based on a person’s status as a complainant, respondent, or witness. The burden of gathering evidence rests on the university and not on the parties; however, the parties may present relevant witnesses and evidence to the investigator.

Upon the conclusion of the investigation, the parties will be given the opportunity to review and respond to all evidence obtained during the investigation which is related to the allegations. After providing the required review and response time to the parties, the investigator will write an investigative report summarizing the evidence. The parties will also be given the opportunity to respond to the investigative report before a live hearing is held.

At the hearing, each party will have the opportunity to cross-examine, through their own advisor, any other participating parties and witnesses.

After the hearing, the decision-maker will issue a written determination deciding whether university policy has been violated, using the preponderance of the evidence standard, and if there is a finding of responsibility, announcing discipline and remedies.

• Informal Resolution

As detailed in BOR P&R 01.04.120, any party may request to use the university’s informal resolution process (which may involve, for instance, mediation, training, restorative justice, developmental opportunities, or apologies) to resolve a formal complaint any time after the formal complaint is filed but before a determination of responsibility has been made.

Informal resolution is not available in cases alleging sex or gender-based discrimination by an employee against a student. As long as all parties agree in writing to attempt the informal resolution process, the formal grievance process...
will stop and the informal resolution process will begin. If any party no longer wishes to use informal resolution, the informal resolution process will end and the formal grievance process will resume.

• Discipline

The written determination regarding responsibility will be provided by the appointed decision-maker and will include any disciplinary sanctions the university imposes on the respondent and the date sanctions take effect, absent any appeal.

Possible sanctions are outlined under R01.04.160. Grievance Process.

• Appeals

An appeal of findings of responsibility must be made in writing and identify the finding being appealed and the ground(s) for appeal per Regulation 01.04.180. The appeal authority will be the chancellor at the separately accredited universities within the university system – UAA, UAF, and UAS – or the system president for statewide employees.

The chancellor or president will issue a written decision describing the result of the appeal and the rationale for the result and will provide the decision to the complainant and respondent simultaneously.

An appeal of discipline for a finding of responsibility for non-represented (non-bargaining unit) individuals is handled under Regents' Policy and University Regulation 09.02 and 04.08 as outlined in those sections.

Bargaining unit employees who have been found responsible and disciplined pursuant to this sex and gender-based discrimination chapter must resolve any dispute regarding the findings of responsibility or discipline through the dispute resolution processes provided in their collective bargaining agreement.

**Standard of Evidence**

Findings are made using the preponderance of the evidence standard.
REGENTS' POLICY AND UNIVERSITY REGULATION 09.02

A full version of this policy is located at: https://www.alaska.edu/bor/policy/09.02-Student%20Rights%20and%20Responsibilities.pdf

How the University Determines Whether This Policy will be Used

Any university student, faculty, staff member, or community member may report an alleged violation of the Student Code of Conduct to the appropriate student conduct administrator in accordance with MAU rules and procedures. The university has the right to pursue notice of student misconduct on its own behalf and initiate a student conduct review, regardless of whether or not a formal allegation is submitted by a complainant.

The student conduct administrator will then review the allegations and conduct an appropriate preliminary investigation to determine:

- whether to dismiss the matter because insufficient information exists to support the accusation; or
- whether sufficient information exists to warrant further student conduct proceedings; and, if so,
- whether the allegations, if substantiated, will subject the student to a major or a minor sanction.

Steps in the Disciplinary Process

1. Anticipated Timelines and General Procedures

- Upon making the initial determination that any allegation warrants a student conduct proceeding, the student conduct administrator will send the student written notification:
  - of the allegations of misconduct and the provisions of the Code which allegedly have been violated;
• of the student conduct administrator’s name, telephone number, and office location; and
the time period in which the student should schedule a meeting to review the allegations with the student conduct administrator;
• of whether a major or minor sanction is likely to be imposed should the allegations be substantiated by a preponderance of the evidence; and
• that, should the student fail to schedule a meeting to review the allegations, the meeting will be scheduled by the student conduct administrator.

The student conduct administrator schedules an administrative review with the respondent to review the allegations. Administrative reviews will ordinarily be scheduled between three and fifteen days after the student conduct administrator sends written notice of the allegations to the student.

• Barring extenuating circumstances, the student conduct administrator prepares written findings and conclusions and sends the decision to the complainant and respondent within ten days after the conclusion of the administrative review.
• If the case results in a finding of responsibility and the respondent is assigned minor sanctions, then:
  • The respondent may submit an appeal in writing within seven days of the day the decision is issued.
  • Barring extenuating circumstances, the designated appeal reviewer will issue its written decision within seven days of receiving the notice of appeal.
• If the case results in a finding of responsibility and the student conduct administrator recommends the imposition of major sanctions on the respondent, then the student has seven days to submit written comments on the findings, conclusions, and recommendations of the administrative review.
• The MAU senior student services professional or designee will review the record and render a decision within fourteen days of receipt of the recommendation, barring extenuating circumstances.
• If the MAU senior student services professional has recommended a major sanction, the chancellor will review the record, and barring extenuating circumstances, render a decision within seven days of receipt of the recommendation.

2. Decision-Making Process

• Investigation
Investigations are conducted by a student conduct administrator who makes findings of responsibility or no responsibility and assigns or recommends sanctions. At the administrative review, the student conduct administrator reviews the allegations and available information regarding the matter. The student is given the opportunity to present relevant information, names of witnesses, relevant explanations, and/or mitigating factors for the alleged violation. The university student conduct system is an administrative process and is not a court of law and is not held to standards applied in criminal proceedings. Formal rules of evidence do not apply. Testimony containing hearsay may be heard, and will be weighed appropriately, taking into account the reliability of the information. Findings and conclusions are based upon information obtained during the review.

- **Discipline**

  In determining appropriate sanctions, the student's present and past disciplinary record, the nature of the offense, the severity of any damage, injury, or harm resulting from the prohibited behavior, and other factors relevant to the matter are considered.

- **Appeals**

  An appeal must be made in writing and identify the ground(s) for appeal. The designated appeal reviewer conducts a review of the record and issues a decision dismissing or upholding or altering or modifying the challenged decision, making a new decision, authorizing a new review, or referring the matter back for further review.

### 3. Standard of Proof

A student conduct procedure is a review undertaken by the university to establish whether there is substantial information to determine whether it is more likely than not that a student violated the Code.
REGENTS' POLICY AND UNIVERSITY REGULATION 04.02, 04.07, 04.08, 04.10, 04.11 & 09.05

These policies cover:

• General Personnel Policies
• Employee Relations
• Dispute and Grievance Resolution
• Ethics & Conduct
• Collective Bargaining
• Employment of Students

How the University Determines Whether These Policies will be Used

After review for jurisdiction and coverage under Chapters 01.02 and 01.04 by the Equity & Compliance office, if an investigation does not occur under those administrative procedures, a UA Labor and Employee Engagement Specialist will be assigned to review the allegations and findings (if any) and, in conjunction with the employee's supervisor, will make a determination:

1. whether to dismiss the matter because insufficient information exists to support the accusation or it does not fall under the policy for the alleged misconduct and therefore warrants no action be taken;
2. whether sufficient information exists to warrant an investigation; and
3. if the allegations are substantiated, what type of employment action will be taken or imposed, if any.
Steps in the Administrative Process

1. Anticipated Timelines

- Upon receipt of the allegation, related information, and findings, if applicable, the Human Resources office will assign the case to a Labor and Employee Relations Specialist within two days, barring any extenuating circumstances.
- If findings have not been made and the Labor and Employee Relations Specialist investigates the allegation or has to further investigate a matter prior to reaching a conclusion, the investigative process may take up to six weeks, barring any extenuating circumstances.
- After investigating and making findings or reviewing the findings referred to HR, the Labor and Employee Relations Specialist, in conjunction with the supervisor, will determine if any employment action needs to be taken. If the employee is a bargaining unit member, the collective bargaining agreement requirements might impact the timeline.
- If there have been findings and those findings are under appeal this may extend or delay action by the UA Human Resources office, depending on the circumstances.
- Once a determination has been made that employment action is needed, the UA Human Resources office and/or supervisor will notify the employee of the action.

2. Decision-Making Process

A full description of the grievance policy can be found online: Dispute and Grievance Resolution

- Investigation and Discipline
  When the respondent is an employee of the university, the UA Human Resources office will investigate complaint or allegation referrals from the Equity and Compliance office, or review investigative findings conducted by either the student conduct administrator or the Equity and Compliance process. UA Human Resources, working with the employee's supervisor, will determine the appropriate employment action based on the findings and in accordance with appropriate UA Board of Regents’ Policy and University Regulations, collective bargaining agreement, if applicable, and other applicable rules.

- Appeals
  An appeal must be made in writing, identify the ground(s) for appeal, and follow the established applicable appeal process. The designated reviewer conducts a review of the record and issues a decision upholding or altering, or modifying the
challenged decision, making a new decision or referring the matter back for further review.

3. Standard of Evidence

Findings are made using the preponderance of the evidence standard.
## ASSOCIATED DISCIPLINE

### Possible Sanctions in Cases of Domestic Violence, Dating Violence, Sexual Assault and Stalking

<table>
<thead>
<tr>
<th>Behavior (as defined in BOR 01.04 and BOR 09.02)</th>
<th>Warning</th>
<th>Discretionary Sanctions</th>
<th>Disciplinary Probation</th>
<th>Restricted Access</th>
<th>Suspension</th>
<th>Expulsion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sexual Assault</td>
<td>Not applicable</td>
<td>Not applicable</td>
<td>If suspended and reinstated, individual will be placed on probation</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Non-Consensual Sexual Contact</td>
<td>Not applicable</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Stalking</td>
<td>Not applicable</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Dating Violence</td>
<td>Not applicable</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>Not applicable</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

### Student Discipline Range

The above chart reflects UAF’s sanctioning guidelines absent extenuating circumstances. Additional information about terms of re-enrollment for students who have been suspended are listed in the definition for suspension.
Definition of Discipline Range Terms for Students (as defined in BOR 01.04 and BOR 09.02)

- **Letter of Expectations**: A letter of expectations indicates the deficiencies in a student’s conduct and the standards a student is expected to meet.
- **Warning**: A notice that the student is violating or has violated University policy, and that further misconduct may result in more severe disciplinary action.
- **Disciplinary Probation**: A written warning that includes the probability of more severe disciplinary sanctions if the student is found to be engaged in specified conduct during a specified period of time (the probationary period).
- **Denial of Benefits**: Specific benefits may be denied a respondent for a designated period of time.
- **Restitution**: A respondent may be required to reimburse the University or other victims related to the misconduct for damage to or misappropriation of property, or for reasonable expenses incurred.
- **Discretionary Sanction**: Community service work or other uncompensated labor, educational classes, research papers, reflective essays, counseling, or other sanctions that may be seen as appropriate to the circumstances of a given matter. Costs incurred by the respondent in fulfilling a discretionary sanction will typically be the responsibility of the respondent.
- **Restricted Access**: A respondent may be restricted from entering certain designated areas and/or facilities or from using specific equipment for a specified period of time. For example, a respondent may be restricted from a classroom, a building, a floor of a residence hall, a residence hall, a residential community, an area of campus, or the entire campus.
- **Suspension**: Suspension is the separation of the respondent from the university for a specified period of time, after which the respondent may be eligible to return. During the period of suspension, the respondent may be prohibited from participation in any activity sponsored or authorized by the university and may be barred from all property owned or controlled by the university, except as stated on the notification. If a respondent who is suspended seeks to re-enroll at the University, the respondent must submit a written request for re-enrollment that includes a statement from a mental health professional who is not affiliated with the University of Alaska and who is licensed to practice psychotherapy or personal counseling. The statement must affirm the respondent participated in an assessment with that provider and complied with any recommendations for treatment. The respondent must also sign a release of information allowing UAF officials to speak to the provider. If a respondent receives permission to re-
enroll, the respondent will be placed on disciplinary probation for a period of one year from the date of the respondent’s re-enrollment.

• Expulsion: Expulsion is the permanent separation of the respondent from the university. The respondent may be prohibited from participation in any activity sponsored or authorized by the university and may be barred from property owned or controlled by the university except as stated on the notice of expulsion.

• Revocation of a Degree: Any degree previously conferred by the university may be revoked if the student is found to have committed academic misconduct in pursuit of that degree, such as an education student who sexually harasses a minor K-12 student during a teaching internship or a nursing student who sexually harasses a patient during an externship placement.

Other Definitions Pertaining to Applicable Student and/or Employee Policies

• Amnesty: The university will provide amnesty for conduct that would warrant minor sanctions under the Student Code of Conduct, such as underage drinking or prohibited drug use, that is related to misconduct reported under Regents’ Policy and University Regulation 01.04 and 09.02.

• Retaliation: The university expressly prohibits retaliation. Report incidents of retaliation immediately to the Title IX coordinator.
UNIVERSITY-INITIATED PROTECTIVE MEASURES

In addition to those protective measures previously described, the Equity and Compliance director or their designee will determine whether supportive or protective measures should be implemented, and, if so, take steps to implement those measures as soon as possible. Examples of supportive and protective measures include, but are not limited to: A University order of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These supportive or protective measures may be applied to one, both, or multiple parties involved but may not be punitive. Violations of the Equity and Compliance director’s directives and/or protective measures will constitute related violations that may lead to disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent.

Notification to Victims of Crimes of Violence

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

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, 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, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student. In Alaska, convicted sex offenders must register with the Department of Public Safety (DPS). You can link to this information, which appears on the DPS website, by accessing https://dps.alaska.gov/sorweb/
ANNUAL FIRE SAFETY REPORT

The Campus Fire Safety Right-to-Know Act is an amendment to the Higher Education Opportunity Act of 2008. This act requires institutions maintaining on-campus student housing to issue an annual fire safety report. Signed into law on Aug. 14, 2008, this amendment requires postsecondary institutions to publish fire safety information and statistics, much as is already done with other crime statistics, such as campus theft and assault.

Additionally, the National Student Loan Program requires all eligible Title IV institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The statistics include the number, cause, related injuries and deaths, and property damages associated with each fire. In addition, each institution is required to report fire safety information to the U.S. Department of Education.

Collectively, this information provides prospective and current students information regarding the policies, concerns, and fire safety conditions that are present at the University of Alaska Fairbanks.

For a fire to be reportable, per the Higher Education Opportunity Act / Clery Act, it must be an actual fire, and it must meet the federal definition of a fire. The Higher Education Opportunity Act (HEOA) regulations define fire as, “any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.”

On campus housing is available at Kuskokwim. Fairbanks, Seward and Toolik campuses. Other campuses do not have campus housing options therefore this content does not apply to Northwest Campus, Chukchi Campus, Bristol Bay, Interior Alaska Campus, and Community and Technical College.

UAF's Fire Safety Policy

This philosophy follows the overall UAF safety and risk management philosophy that accidents can be prevented and that all levels of the university must be committed to and participate in achieving this ideal. At UAF, fire and the risks and effects of fire will be addressed by the commitment to the following:
• Prevention
  • Prevention is always the best and most effective cure. UAF emphasizes daily practices and procedures to limit the risk of occurrence and/or lessen the severity of an occurrence to those identified risks to all staff, students and visitors of UAF.

• Engineering
  • As with all things relating to humans and/or the natural world some occurrence of hazardous nature will happen. UAF has had a massive effort to bring its facilities up to current design and code to limit the impact of such an event, e.g., fire sprinklers, earthquake resistant construction, emergency lighting, and lab ventilation systems.

• Exits
  • Life safety is always a higher priority than property. The people of this university and community are its most important (and expensive) asset. Evacuation of the immediate area (safe refuge) and/or building may be necessary. This policy, emphasizing prevention and individual responsibility, and combined with the latest hazard reduction technology, gives the UAF community a high level of safety from injury or loss from a fire.

• Responsibility
  • Each person has an individual responsibility to maintain a fire safe environment throughout campus. Faculty, staff, employees, and students are responsible for keeping their classrooms, labs, offices, residence hall rooms or operating areas orderly and free of potential sources of ignition. Supervisors must ensure that employees understand and follow the guidance provided in the UAF safety manual. They should also notify the university fire marshal of any operational changes that alter the fire risk in their area so that protection can be adjusted accordingly. All UAF employees must perform their work in a way that minimizes the possibility of starting a fire.

For fire safety, information or assistance in any subject not covered in this manual contact the university fire marshal at 907-474-5757 or 907-474-7681.
AUTOMATIC FIXED FIRE PROTECTION SYSTEMS

Sprinkler Systems
Most buildings on campus have automatic fire sprinklers. These systems are designed to the hazard that they protect per the National Fire Protection Association Standard 13. The minimum classification authorized on campus is the “ordinary class.” Fire sprinklers are designed so that the heat of an incipient fire will cause the closest head to open and discharge a fire-suppressing water spray that has been pre-calculated as part of the building and area use design. Fire sprinklers will initiate building evacuation and Fire Department response alarms automatically from alarms tied to the water flow through the system. Sprinkler system heads open individually, and most fires over 90% are extinguished with only one head discharging.

To ensure proper fire sprinkler system operation and effectiveness on campus, the following principles must be observed:
• Design and maintain for proper hazard and fuel loading
• Light-hazard systems such those in offices cannot protect higher-hazard used such as storage or laboratories
• Maintain adequate water flow
  • Sprinkler valves are never to be shut off. Only Fire Department and sprinkler maintenance personnel have the authorization to operate these valves. Most valves on campus are electronically monitored and will transmit a tamper alarm.
• Storage and building use must not block sprinkler heads
  • Storage and or obstructions must not come within 18” below the sprinkler head.
• Protect from freezing
• Do not leave doors or windows open during the winter.
• Regular service and testing
  • Regular testing and inspections are performed by trained and authorized Facilities Services personnel.
• Fixed chemical systems and hoods
  • Some special hazard areas on campus are protected by fixed chemical systems.
  • Most commonly found on cooking grilles exhaust hoods, chemical process areas, and special electronic areas. The systems use one the following: water, foam, dry chemical, CO2 or Halon-type agent.
• These systems are designed to automatically detect and suppress incipient fires in a defined area. Most also have a manual discharge feature. The campus fire marshal and building engineers have located these systems where they are of most useful benefit. They are maintained by the Facilities Services.

**Building Standpipes**

Standpipes are normally located in the fire-rated stairwells of most buildings over four stories in total height or those with basements or other unusual access areas per the fire code. The systems assist the Fire Department in the delivery of fire suppression streams with an outlet located at every floor. This system is for Fire Department use only.

To ensure proper building standpipe system operation and effectiveness, the following principles must be observed:

• Discharge valves and access shall not be blocked
• No tampering or removal of discharge valves and caps.
• No parking, storage or piling of snow within 15’ of the Fire Department connection, usually located on the ground floor on the outside of the building and labeled “Fire Department standpipe connection.”
• Annual checks and service are done through the Facilities Services.

**Fire Hydrants**

Fire hydrants are located throughout the campus for the primary purpose of fire protection and are to be used by the Fire Department. These hydrants are supplied by the domestic and fire water pumps from the UAF power plant. Placement and flow rates are based on building design and the Uniform Fire Code requirements for fire flow and hydrant location.

To ensure proper fire hydrant operation and effectiveness, the following principles must be observed:

• Maintain Clear Access
  - No parking, storage, or piling of snow within 15’ of any fire hydrant.
• Hydrant Use
  - Use of fire hydrants is to be by only authorized, trained users and only after permission has been received from authorized personnel. Improper operation will
damage the hydrant, cause water fluctuation and potential damage in other areas on campus, and/or cause additional fire pumps to suddenly come online.

• Testing
  - Hydrants are flushed and flow tested twice a year by the Fire Department.

**Fire Doors**

• Responsibility
  - All university staff, faculty, students and campus users are responsible for ensuring that all fire doors are kept closed at all times. Any problems with these doors are to be reported to Facilities Services at 474-7000.

• Requirements
  - Exit doors and the routes to reach them must be properly identified and illuminated. Emergency lighting may also be required.
  - No locks or fastening devices that prevent escape from the building are permitted. The only exceptions are the magnetic locks that are installed in specific locations and that are tied directly into the fire alarm system. These doors will release whenever the fire alarm system is activated. A pull station is adjacent to each door. In a non-fire emergency activation of the pull station will cause the fire alarm system to activate and the doors will release. The locks also fail in the open position should there be a power failure.
  - Doors must be openable by a single operation. Locks requiring multiple operations or special knowledge or effort to open are not permitted except in single offices or authorized locations. These must be individually approved by the fire marshal.
  - The minimum door width shall not be less than 36 inches. This cannot be reduced with file cabinets, bookcases, etc.
  - Exit doors, including the exit path floor area on both sides of the exit door, must be kept clear and accessible at all times. This includes inside individual offices.
  - Doors on exit corridors or doors on stairwells cannot be wedged open.
  - Doors that need to be held open for any reason should be on a magnetic hold and tied directly into the fire alarm system.

**Smoke Detectors**

All university housing facilities have hardwired smoke detectors. Do not try to service or tamper with these detectors. Tampering with any piece of fire safety equipment is a violation of the UAF code of Student conduct.
Fire Alarms

Fire statistics indicate that deaths occur because people are apathetic toward early fire warning systems like fire alarms. This apathy usually consists of failing to react immediately upon activation of the fire alarm system.

It is UAF policy to have all building occupants evacuate any campus building upon activation of the building’s fire alarm system. In the case of individuals who have disabilities that preclude them from exiting the building due to an elevator not working, see the policy on “Safe Refuge.” There are also some buildings on campus that, although they appear to be connected to each other, are considered separate buildings under the code (e.g., upper dorms, Fine Arts Complex, Patty Building). When an incident occurs in these buildings, occupants can proceed into the adjacent building and will be considered to have evacuated the alarming building.

- Responsibility
  - All university staff, faculty, students and campus users are responsible for ensuring that they are familiar with evacuation procedures in case of a fire alarm in any university building.
- Fire Safety and Fire Drills
  - A fire in a university housing facility can endanger the lives of hundreds of people and destroy thousands of dollars’ worth of property. Fire safety should not be taken for granted.
  - University housing facilities are equipped with several fire safety features with which you should be familiar. Fire alarms and smoke detectors are located throughout the building. Know where these are located and how they operate.

Fairbanks Main Campus Residential Fire Safety Systems and Drills

<table>
<thead>
<tr>
<th>Residential Facility</th>
<th>Address</th>
<th>Fire Alarm Monitoring Done On-Site (by UFD)</th>
<th>Partial Sprinkler System</th>
<th>Full Sprinkler System</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plans &amp; Placards</th>
<th>Number of Evacuation (Fire) Drills Each Calendar Year</th>
<th>Planned Improvements for Fire Safety</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bartlett Hall</td>
<td>1866 Yukon Drive Fairbanks, AK 99775</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>ONLY IN KITCHEN</td>
<td>X</td>
<td>X</td>
<td>2</td>
<td>Currently installing updated alarm system</td>
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<td>Full Sprinkler System *2</td>
<td>Smoke Detection</td>
<td>Fire Extinguisher Devices</td>
<td>Evacuation Plans &amp; Placards</td>
<td>Number of Evacuation (Fire) Drills Each Calendar Year</td>
<td>Planned Improvements for Fire Safety</td>
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*1 = Partial Sprinkler System is defined as having sprinklers in the common areas only

*2 = Full Sprinkler System is defined as having sprinklers in both the common areas and individual rooms
### Toolik Campus (TFS) Residential Fire Safety Systems and Drills

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<tr>
<th>Residential Facility</th>
<th>Address</th>
<th>Fire Alarm Monitoring Done On-Site (by UFD)</th>
<th>Partial Sprinkler System *1</th>
<th>Full Sprinkler System *2</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plans &amp; Placards</th>
<th>Number of Evacuation (Fire) Drills Each Calendar Year</th>
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### Fire Safety Education

The University of Alaska Fairbanks Fire Department is able to provide fire safety education classes upon request.

### Training

Supervisors and faculty are responsible for ensuring that employees and students are trained to safely use electrical equipment. This training should be part of the employee's safety orientation and is available through UAF Fire Department upon request.
All personnel using electrical equipment are to know the locations of secondary electrical panels for the work or learning/research area.

**Procedures Students and Employees Should Follow in Case of a Fire**

In the event of a fire, the University expects that all campus community members will evacuate by the nearest exit, closing doors and activating the fire alarm system (if one is present) as they leave. Once safely outside a building, it is appropriate to contact 911 and the UAF Police Department. Students and/or staff are informed where to relocate to by staff if circumstance warrants at the time of the alarm. In the event fire alarms sound, University policy is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in firefighting or suppression activity as this is inherently dangerous and each community member’s only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke, and to activate the alarm as they exit. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

**Inspection**

As part of the periodic self-inspection, unit administrators and supervisors are to check the work or learning/research area for electrical hazards.

**Electrical Hazards**

All students and employees should take the following steps when an electrical hazard exists.

1. Report hazards directly to the supervisor
2. Immediately discontinue the use of hazardous electrical tools or appliances.
3. Wait until the equipment item has been declared safe to use by a supervisor or qualified electrician.
4. Do not use electrical equipment that has been determined to be unsafe.

**Fire Safety in Campus Labs**

- Be aware of ignition sources in the lab area (open flames, heat, and electrical equipment).
- Purchase and store flammable reagents in the smallest quantities available.
- Store flammable liquids that require refrigeration in explosion-proof refrigerators.
- Store flammable liquids in appropriate safety cabinets and/or safety cans.
- Do not store incompatible reagents together (e.g., acids withflammables). Lists of incompatible reagents can be found in several sourcebooks (e.g., Handbook of Reactive Chemical Hazards).
• Do not store ethers or conjugated dienes for extended periods of time as explosive peroxides could form. Date ethers when received and opened.
• Make sure that all electrical cords are in good condition. All electrical outlets should be grounded and should accommodate a 3-pronged plug. Never remove the grounding prong or use an adapter to bypass the grounding on an electrical cord. Extension cords are for short-term use only. The permanent installation of extension cords is not permitted.
• Remain out of the area of a fire or personal injury unless it is your responsibility to meet the emergency responders. Meet responders at a safe location.
• Be aware of the condition of fire extinguishers. Report any broken seals, damage, low gauge pressure or improper mounting to Facilities Services at 474-7000. If the seal has been broken, assume that the fire extinguisher has been used and must be recharged. (NOTE: Do not use fire extinguishers unless you are trained and feel confident to do so.) Report ALL fires by calling 911.
• Automatic fire sprinklers must remain clear and unblocked to function properly. Do not store materials within 18” below the sprinkler head.
• Eliminate safety hazards by maintaining laboratory work areas in a good state of order.
• Maintain at least two clear passages to laboratory exits.
• Always keep tables, fume hoods, floors, aisles, and desks clear of material. Fume hoods are not chemical storage cabinets.
• Wipe down benchtops and other laboratory surfaces after each use with an appropriate cleaning or disinfecting agent.
• All equipment should be inspected before use.
• Use borosilicate glassware for laboratory work. If dichromate/sulfuric acid glass cleaner is used in your laboratory, make sure that cleaning is confined to the fume hood, as toxic chromyl chlorides are released from the dichromate/sulfuric acid solution. Better yet, switch to a non-chromate cleaning solution, which will also minimize hazardous waste generation.
• If experiments must be left unattended, place a note next to the experimental apparatus indicating the chemicals involved, your name and a number where you can be reached in case of an emergency.
• Keep the laboratory floor dry at all times. Immediately attend to spills of chemicals or water, and notify other lab workers of potential slipping hazards.
• All machinery under repair or adjustment should be properly tagged prior to servicing. All service work should be done by authorized personnel.
• Sink traps and floor drains should be flushed and filled with water on a regular basis to prevent the escape of sewer gases or the release of chemical odors in the event of an
emergency. Drains that will not be routinely used may be "topped" with 20 - 30 ml of mineral oil to prevent evaporation of water in the trap.

• All compressed gas cylinders should be securely chained or clamped to a rack or fixed stationary piece of lab furniture. Mark empty cylinders, but use all safety precautions as if the cylinder were full.
ON-CAMPUS STUDENT HOUSING FIRE SAFETY SYSTEMS

Smoke Detectors
All Fairbanks and Kuskokwim university housing facilities have hardwired smoke detectors. Do not try to service or tamper with these detectors. Tampering with any piece of fire safety equipment is a violation of the UAF code of Student conduct.

Fire Extinguishers
The campus philosophy of prevention, automatic detection, exiting, automatic suppression, and a professional response to fire emergencies has diminished the role of manual fire suppression systems for general use, such as fire extinguishers, at UAF.

Automatic detection and suppression systems have an extremely effective record, and by allowing all occupants of a building to immediately exit, they do not place any life in danger to operate. Having fire extinguishers brings an expectation and in some cases a requirement to adequately train those who may feel the need to use them. This with the documented limited effectiveness of fire extinguishers and the fact use of fire extinguishers place one or more lives in danger, diminishes any advantages fire extinguishers may have had, especially when compared to automatic fire suppression systems. Therefore, whenever campus buildings are fully protected by automatic fire systems, fire extinguishers will be limited to only high-hazard areas where properly trained personnel are available to use them. All buildings with no sprinkler system shall have fire extinguishers whenever prudent and required by code.

When manual fire protection devices are removed due to the above policy all remnants (case, holder and sign) must be removed also. If not practical to do so, a sticker with the following will be placed:

“This facility has automatic fire detection, warning, and suppression systems for your safety. Manual systems have been removed.”

Extinguisher Placement in Unprotected Buildings
One extinguisher (minimum rating of 2A10BC) within 75 feet travel distance from any point in the building, with additional extinguishers in areas of higher hazard (i.e. kitchens, shops, flammable liquid storage) per the fire marshal’s determination. Desired locations include kitchens and near exits or exit pathways.
Use of Fire Extinguishers

Fire extinguishers are to be used by trained individuals only. At no time should anyone jeopardize their safety or that of others in an attempt to fight a fire. If in doubt, leave the area immediately, close the door behind you, activate the fire alarm (pull stations are located along exit pathways), and notify the Fire Department immediately by calling 911.

Fire extinguishers are rated by the type of fire they can put out, so it is important to look at the front of a fire extinguisher to determine the type of fire extinguisher prior to use. Usually, extinguishers are labeled with the letters A, B, C or D. Each letter signifies a class of fires the extinguisher will suppress.

A. Ordinary combustibles — Fires in paper, wood, drapes, and upholstery
B. Flammable liquids — Fires in fuel oil, gasoline, paint, grease, solvents
C. Electrical equipment — Fires in wiring, overheated fuse boxes, conductors and other energized electrical equipment
D. Metals — Fires in certain metals, such as magnesium and sodium

An extinguisher marked “A, B, C” will put out fires involving ordinary combustibles (e.g., paper and wood), flammable liquids, and electrical equipment.

IMPORTANT: Do not use an inappropriate extinguisher on a given fire. Such a practice can make the fire worse and/or cause injury to the user. A common error is the use of a water extinguisher (A) on a grease or electrical fire (B or C).

To operate most fire extinguishers:

1. Pull the pin. Some units require the releasing of a lock latch, pushing a puncture lever, inverting or other motion.
2. Aim the extinguisher nozzle (horn, or hose) at the base of the fire.
3. Squeeze or press the handle. Shoot the retardant at the base of the fire, sweeping from side to side. Watch for re-flash.

Although the above instructions apply to most extinguishers, there are exceptions, e.g., foam and water extinguishers require slightly different actions.

READ THE INSTRUCTIONS on all extinguishers in or near the work area. Before attempting to fight an electrical fire, turn off the power to the involved electrical device. Turn off the circuit breaker or switch, or unplug the device.
**Fire Extinguisher Training**

Fire extinguisher training is available for those employees and individuals that may be required to use it in the course of duty.

Department heads and or facility managers are to contact UAF Environmental Health, Safety, and Risk Management for scheduling a class and details.

**Requesting a Fire Extinguisher**

Equipment changes or remodeling may result in a need for additional fire extinguishers. Request approval from the UAF Fire Marshal at 907-474-5757. The fire marshal will provide recommendations regarding extinguisher type and placement.

After approval, a work order is to be submitted by the department head and or facility manager to UAF Facilities Services (474-7000) to install the new fire extinguisher and to list it on the maintenance schedule.
FIRE SAFETY POLICIES AND EVACUATION PLAN FOR STUDENTS

Prohibited Items:
The following items are prohibited in residential halls: Hookahs, shishas, or similar pipes are prohibited within the residence halls and apartments. Residents may not be knowingly present in a room/suite/apartment where someone is smoking. Smoking or carrying any lit smoking device, including but not limited to cigarettes, cigars, pipes, bidis, incense, and other inhalable burning substances, is prohibited in all residential facilities.

Prohibited Actions:
The following are prohibited actions because they can activate the fire systems: physical activities such as hockey or basketball, in lounges and hallways, throwing water or other liquids in lounges or hallways, and spraying paint or water in lounges or hallways. Other prohibited actions include tampering with fire extinguishers, tampering or damaging control valves, smoking in campus facilities, removing smoke detectors or covers, disabling fire suppression system, blocking exits with furniture or other items, tampering or damaging fire exit lights, pull stations notification devices or obstructing locking exit doors.

Setting a Fire (Arson): Any individual who sets a fire (commits arson) in or near a University building and is found responsible is subject to suspension or expulsion from the university, could be charged a fine, and may be charged for repairing any damage caused by the fire (restitution).

False Fire Alarm Sanctions: Every effort will be made to identify the individual who causes a false alarm. When such person is identified they will be referred to campus conduct for disciplinary action.

Policies on Portable Electrical Appliances, Smoking and Open Flames in Student Housing Facilities

- Portable Heaters

  - UAF discourages the use of portable space heaters in university interior locations. As sources of ignition, space heaters can create fire hazards; they are not as energy efficient as central heating; the electric cord creates a tripping hazard; the heaters can overload circuits.
  - University personnel may use portable space heaters if the building heating system is inadequate, non-existent, or temporarily out of order. Space heaters that
have been tested and approved by FM, UL or any other nationally recognized testing lab; that automatically shut off if they are tipped over; and that use 1,500 watts or less of electricity have been approved use by university departments.

- Heaters with electric elements that glow bright orange or red or that burn fossil fuels or alcohol are prohibited.

- The use of portable heaters is the responsibility of the individual users. Damages caused by the misuse or improper use of any portable heater may result in the user being held liable for all damages.

- When it is necessary to utilize a portable heater in a university, building always follow these precautions:
  - Place noncombustible material under the appliance
  - Maintain a clearance of at least 3 feet between the appliance and any combustible material
  - Ensure that the appliance is properly grounded or double-insulated
  - Keep area immediately around an appliance clean and free of combustibles
  - Do not use an electric appliance near combustible or explosive vapors or dust
  - Heaters should be plugged directly into wall outlets, not into extension cords
  - Do not leave heaters unattended; turn them off when you leave

**Non-Smoking Policy**

Smoking, including the use of e-cigarettes, is not allowed in any University housing facility. This policy applies to the use of e-cigarettes ad other vapor-like items. Littering an area with, or with the remains of, tobacco-related or smoking related products is also prohibited. Violators are subject to disciplinary action.

**Open Flames Policy**

With the safety of students in mind, it is prohibited to have any device that has an open flame in a student room (this includes but is not limited to any candles or incense).

**Procedure for Student Housing Evacuation in the Case of a Fire**

- Exit Routes and Evacuation Procedures:
  - Exit routes are an essential part of any plan designed to evacuate people from a building or other structure in the event of a fire and other emergency. Each workstation should have at least two routes from the workstation to a location at least 75 yards from the structure. The
workgroup should have a designated meeting place outside the structure.
- In the event of a fire alarm or fire drill, all residents must evacuate the building, completely and immediately.
- Residents must remain outside, 100 yards away from the building in a designated area.
- Residents may not re-enter until the "all clear" signal has been given by authorized personnel (University Police Department, the University Fire Department, Bethel Police Department, Bethel Fire Department or Residence Life staff).
- Interference with or noncompliance with emergency evacuation procedures in a residential community is prohibited.
- Residents must exit the building within three (3) minutes of the alarm sounding.
- **DO NOT USE ELEVATORS.**
- Please remember to dress quickly and appropriately for Alaskan weather. In the event of a fire alarm, immediately go to your designated evacuation location:

  - **Cutler Apartment Complex:** residents should head to the parking lot unless multiple blocks are on fire, in which case they should head toward MBS complex to keep warm.
  - **EFG:** go to the closest parking lot to your building.
  - **Stevens & McIntosh:** residents should head to the parking lot by Lola Tilly, 4A.
  - **Moore, Bartlett, & Skarland:** if all buildings in the MBS complex have a fire alarm, residents should be moved across the street to the lawn directly across from MBS. If it is just one building and cold, residents should stand within the MBS lobby or in the vestibule if they need to stay warm.
  - **Wickersham:** residents should go to the gold lot by Eielson

**Responsibility**

It is the responsibility of all students and their visitors to campus to maintain a fire-safe room. The most fire fatalities occur in sleeping areas. By following the fire safety guidelines listed below, resident hall occupants can have a fire-safe school year

- Keep a clear and unobstructed exit path to your door. Clothing, books, boxes, etc. can obstruct an exit way and prevent someone from getting out of their room in a safe manner.
-Extension cords are for temporary use. Electrical appliances should be plugged directly into an outlet. If additional outlets are needed, use a plug strip with a breaker.
-No flammable or combustible liquids are allowed in the residence halls. This includes lighter fluid, gasoline, motor oil, etc.
-No propane or other flammable gases are permitted in residence halls. This includes propane tanks on barbecue grills. These must be stored outside.
-Smoke detectors cannot be removed or tampered with for any reason. Removing or tampering with a detector or any other life-safety equipment can result in criminal charges as well as numerous fines.
-Seasonal decorations must be noncombustible or fire-retardant treated.
-No decorations will be displayed in such a manner as to block or impede the ability of a fire safety device to operate, e.g., pull boxes, exit lights, sprinkler heads.
-No papers or combustibles are allowed inside the diffusers on the overhead lights.
-Excessive storage is not permitted inside the rooms. The sprinkler systems in the residence halls are designed to handle fires in rooms with standard furnishings, not in rooms with excessive storage.
-The use of candles or any open flame appliances are prohibited in the residence halls.
-Additional lighting is permitted as long as the lights are UL or FM listed.
-Lights must be plugged directly into a wall outlet. No torch-style halogen lamps are allowed unless they are equipped with the protective device on the top of the lamp.
-Hot plates and cooking are not permitted in the residence hall rooms. Some low wattage microwaves may be allowed for heating up food. These must be approved by Residence Life prior to use in the individual rooms.

Requirements

• Any obstruction of the exit route is a serious violation of the International Fire Code (Section 1028, Maintenance of Exit Ways).
• No one may place items within the exit route that restrict or obstruct corridors, stairways, or other exit ways. The objective is to prevent accidents, to provide unobstructed exit routes and to comply with fire and safety regulations. For example, movers may not block exits with vehicles or dollies.
• Any material that may cause combustion, explosion, or the generation of toxic smoke and gases may not be placed in exit routes.
• Items placed, installed, or maintained any place within space assigned to an administrative unit must be consistent with the fire-resistive standards of the building or other structure.
• Personnel are not to place a door chock, wedge, or furniture item in a doorway that could prevent the door from automatically closing in the event of a fire.
• Anyone who identifies a hazard should report the hazard to the appropriate dean or director of the area containing the hazard. If the hazard is not corrected, the University Fire Marshal or the University Fire Department should be notified.
FIRE SAFETY POLICIES AND EVACUATION PLAN FOR EMPLOYEES

Fairbanks and Kuskokwim campuses conduct training for Resident Assistants and Resident Directors. This training is conducted annually and covers many roles one would play in an emergency situation. The types of emergencies covered in the training are threats of violence, fire emergencies, persons of harm, weather-related issues, power outages, hazardous materials, and natural disasters.

Evacuation Procedures:
A building occupant is required to evacuate the building by the nearest exit when the fire alarm sounds. Move quickly to your department's designated emergency assembly location.

When evacuating the building:
- Stay calm; do not rush and do not panic.
- Evacuate the building using the nearest exit (or alternate if the nearest exit is blocked).
- Do not use the elevator.
- Gather your personal belongings only if it is safe to do so. (Reminder: take prescription medications with you if possible; depending on the emergency it may be hours before you are allowed to re-enter the building.)
- Wait for and follow the directions given by emergency responders.
- Go to the designated emergency assembly location.
- Do not leave area/campus until your status is reported to your supervisor (or designee - roll taker).
- Do not re-enter the building or work area until you have been instructed to do so by the emergency responders.
**Responsibility**

The department’s director is responsible for ensuring that exit routes are not obstructed.

**Requirements**

- Any obstruction of the exit route is a serious violation of the International Fire Code (Section 1028, Maintenance of Exit Ways).

- No one may place items within the exit route that restrict or obstruct corridors, stairways, or other exit ways. The objective is to prevent accidents, to provide unobstructed exit routes and to comply with fire and safety regulations. For example, movers may not block exits with vehicles or dollies.

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- Anyone who identifies a hazard should report the hazard to the appropriate dean or director of the area containing the hazard. If the hazard is not corrected, the University Fire Marshal or the University Fire Department should be notified.
REPORTING THAT A FIRE HAS OCCURRED AND REPORTING AN EMERGENCY

Responsibility

It is the responsibility of any campus user to properly report an emergency. Even though most of the campus buildings have fire alarm systems that are tied directly into the dispatch center, it is still important to call 911 and report the incident. This follow-up phone call allows dispatchers to obtain additional information about the emergency and ensures that the proper resources are responding to the incident.

In an Emergency

- Call 911
- Briefly state what happened and where it happened
- Provide your exact location or address as well as a room number if necessary
- Indicate if anyone was hurt and how badly
- Give your name and the extension you are calling from; do not hang up until the dispatcher tells you to
- Wait in the area (if safe to do so) until the Fire Department, police department or ambulance arrives
- In large facilities, have someone meet the Fire Department personnel at the entrance and guide them to the scene

The emergency dispatcher may need the following additional information for specific types of emergencies:

Fires

- What is burning?
- Is the fire small or large?

Medical Emergencies

- Is the person conscious or unconscious?
- How many people are injured

Hazardous Spills

- The name of the material spilled, including the correct spelling, if known
- Is it a liquid, solid or gas?
- Has anyone been exposed to the material?
- Has the flow been stopped?
Also report any actions that may have or are being taken (e.g., attempts to extinguish the fire, whether the area has been evacuated, or whether CPR has been started). This information will help emergency response personnel anticipate actions that may be required upon arrival.

Per federal law, UAF is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. Therefore, if you encounter a live fire in one of these facilities, you should immediately get to a safe place, then dial 911. Once the emergency has passed, you should notify UAF Police Department at 907-474-7721 to investigate and document the incident for disclosure in the University’s annual fire statistics. If a member of the UAF community finds evidence of a fire that has been extinguished, and the person is not sure whether UAF Police Department has already responded; the community member should immediately notify UAF Police Department at 907-474-7721 to investigate and document the incident for disclosure in the University’s annual fire statistics.

**Future Improvements in Fire Safety**

UAF continuously seeks to improve its fire safety and fire prevention efforts to continue to evaluate current practices and look to implement new education opportunities to help ensure the safety of all students, faculty, and staff. The need for “after the fact reporting” options have been identified, which is being addressed through the development of an “Incident Notification and Management” policy and procedure that is being finalized for upcoming implementation. Although there is not an official Fire Safety Education and Training Programs associated with on-campus student housing facilities, fire safety and evacuation procedures are addressed within the Department of Residence Life Housing Handbook, which can be found at [https://uaf.edu/reslife/files/FY20%20Handbook%20PDF8.13.pdf](https://uaf.edu/reslife/files/FY20%20Handbook%20PDF8.13.pdf)
### ADDITIONAL FIRE SAFETY RESOURCES AND DEFINITIONS

#### Fire Department Access

Proper access to all UAF facilities is important to ensure a timely response to all emergencies.

#### Fire Lanes

Fire lanes have been established throughout the campus to allow the Fire Department to gain access to buildings when responding to emergencies. These fire lanes are posted and must be kept clear at all times. No nonemergency vehicles are allowed to park on the fire lanes under any circumstances. The UAF fire marshal reviews all plans for building construction work areas, trailer locations, and fencing changes to ensure proper access.

#### Building Access

University facilities are equipped with Knox Boxes to allow the Fire Department access to the buildings after hours. The Knox Boxes are supposed to contain all the master keys necessary to enter every room in the building. It is the responsibility of all university personnel to ensure that the Fire Department has access to all areas. This means no special locks or keys being installed. If you need a lock or key change, contact Facilities Services (474-7000) for assistance. If the Fire Department does not have access to a room they will have to utilize forcible entry, which can cause a considerable amount of damage to the door. The occupant will be responsible for all costs associated with the repair and/or replacement of the door.

#### Definitions

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

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

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

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

Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including:
- Contents damaged by Fire;
- Related damages caused by smoke, water, and overhaul;
- Does not include indirect loss.
# Residential Fire Statistics Reported for 2018

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# Residential Fire Statistics Reported for 2019

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CRIME PREVENTION INFORMATION + SECURITY AWARENESS

PROGRAMS TO ENHANCE PERSONAL SAFETY

The UAF Police coordinates several programs to enhance personal safety and safeguard property through education and awareness. These interactive presentations are provided during student orientations and are also available to any group upon request. They provide vital information on how to reduce the likelihood of being a crime victim. The UAF Police Department offers an Active Shooter/Violent Intruder Preparedness training to help UAF community members understand what to do in the event of an emergency.

IDENTITY THEFT

As with any crime, you cannot guarantee that you will never be a victim, but you can minimize your risk. By managing your personal information wisely, cautiously, and with an awareness of the potential threats for access, you can help guard against identity theft.

▪ Do not give out personal information on the phone, through the mail, or over the Internet unless you have initiated the contact or are sure you know with whom you are dealing. Identity thieves may pose as representatives of banks, Internet service providers (ISPs), and even government agencies to get you to reveal your Social Security number, mother’s maiden name, account numbers, and other identifying information. Before you share any personal information, confirm that you are dealing with a legitimate organization.

▪ Do not carry your Social Security card; leave it in a secure place. Secure personal information in your home. Carry only the identification information and the number of credit and debit cards that you will actually need.

▪ Protect your credit card, bank, and phone accounts with passwords. Avoid using easily available information like your mother’s maiden name, your birth date, the last four digits of your Social Security number or your phone number, or a series of consecutive numbers.
• Email messages are a source for ID theft. Learn about phishing scams: https://www.consumer.ftc.gov/articles/how-recognize-and-avoid-phishing-scams

• Please see: https://www.identitytheft.gov/Know-Your-Rights

ON-LINE AND PHONE SCAMS

The UAF Police have seen a rise in fraudulent phone calling scams. The I.R.S. Tax Scam, I.C.E. Visa Scam, Phishing and Spoofing scams are examples of those that are commonly reported. When you become aware of such activity, note what the individuals are attempting to sell or promote, along with a description of the individuals, and immediately notify the UAF Police by dialing 907-474-7721.

INTERNATIONAL STUDENTS AND SCHOLARS

On occasion, students and scholars from countries other than the United States have questions concerning U.S. law. The members of the UAF Police Department are always available to answer questions, and wish to remind international students and scholars that they need not carry their passports and other immigration papers while in residence in the area. After being issued an UAF identification card (ID), international citizens should store passports and other important documents in a safe place to avoid the risk of losing them.

OTHER SERVICES

In addition to the services listed above, UAF Police Department also offers:

• Welfare Checks
  If you are concerned about someone on-campus hurting themselves or someone else, call 911. Dispatch will send an officer to check in on that person. This service is available 24 hours a day, 365 days a year.

• Building Security Checks
  Community Safety Officers (CSO) conduct security checks of buildings and facilities to make sure the buildings are secure 365 days a year.

• Safety Escorts
  24 hours a day, 365 days a year you can call 907-474-7721 to have a Police Officer of CSO escort you to your car, campus residence, or any other building on campus.
You must have photo identification and the escort may be on foot or in a vehicle. This service cannot be used in place of a taxi service for off-campus transport.

- **Gun Storage**
  The Police Department has a secure room where individuals may store their gun, knife, bear spray, taser or bow. Simply call 474-7721 before you want to check an item in or out. This service is free of charge and available 24 hours a day, 365 days a year. Accessibility may be limited at times due to officers responding to emergencies.

**Blue Light Phones**

Police assistance phones are located throughout campus; they are in yellow boxes and have blue lights above them for easy identification. These phones should be used to report suspicious activity, crimes in progress or any other emergency situation. The dispatcher will identify the location of the phone being used and will dispatch police as necessary.
## Clery Act Crime Statistics - Fairbanks Main Campus

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<th>2019</th>
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In 2020 there was one hate crime reported. The crime of vandalism related to sexual orientation was reported on campus in on campus housing. There were no hate crimes reported in 2018 or 2019.
In 2020, there were 5 crimes that were investigated by law enforcement and determined to be unfounded. In 2019 there was one unfounded crime. In 2018, there were three unfounded crimes.

* The murder/non-negligent homicide listed in 2018 occurred in 1993 and is being counted now in an abundance of caution as it cannot be determined if it was documented in the 1994 ASR.

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These offenses were reported during Listening Sessions conducted by the Office of the General Counsel in 2018. Based on information provided during these Listening Sessions, the University determined that each of these offenses were previously disclosed to a Campus Security Authority at UAF (i.e., they were disclosed prior to the 2018 calendar year in which the Listening Sessions were conducted).
The Clery Act requires institutions to record a crime statistic for the calendar year in which the crime was originally reported to a Campus Security Authority or local police agency [34 CFR 668.46(c)(3)(i)]. The University cannot conclusively determine whether these offenses were originally included in the applicable year’s statistics. Therefore, in the interest of transparency, the University is providing this data (separately from the revised 2018 calendar year statistics) to provide a more complete accounting of all Clery crimes that were reported during the Listening Sessions. Crimes believed by UAF to be reported for the first time to a Campus Security Authority in 2018 are included in the 2018 crime statistics.
SEPARATE CAMPUS
UPD CLERY MAP
01/28/21
CTC AVIATION HANGAR

Legend

- CTC Non Campus Limits
- CTC Non Campus Property

Back to Top
## Clery Act Crime Statistics - CTC

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### Hate Crimes

There were no hate crimes reported in 2019 or 2020. In 2018 there was one hate crime reported. The crime of on-campus intimidation characterized by gender identity bias.
Bristol Bay Campus Geography and Crime Statistics

Legend
- Bristol Bay Properties
- Bristol Bay Public Property
- Parking Lot

SEPARATE CAMPUS
UPD CLERY MAP
07/14/21
BRISTOL BAY CAMPUS
## Clery Act Crime Statistics - Bristol Bay

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### Hate Crimes

For the Reported years of 2018, 2019, and 2020 there were no reported hate crimes.
Chukchi Campus Geography and Crime Statistics

SEPARATE CAMPUS

UPD CLERY MAP

02/16/21
CHUKCHI CAMPUS

Legend

- Chukchi Campus Limit
- Chukchi Public Property
- Chukchi Property
- Hydroponic Connex
- Parking Lot
## Clery Act Crime Statistics - Chukchi Campus

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### Hate Crimes

For the Reported years of 2018, 2019, and 2020 there were no reported hate crimes
Fort Yukon Campus Geography and Crime Statistics

Legend
- Fort Yukon Public Property
- Fort Yukon Properties
- Parking Lot
### Clery Act Crime Statistics - Fort Yukon Campus

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**Hate Crimes**
For the Reported years of 2018, 2019, and 2020 there were no reported hate crimes
Kuskokwim Campus Geography and Crime Statistics

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- Kuskokwim Properties
- Parking Lot
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**Hate Crimes**
For the Reported years of 2018, 2019, and 2020 there were no reported hate crimes.
Northwest Campus Geography and Crime Statistics

UPD CLERY MAP
07/14/21
NORTHWEST CAMPUS

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- Nome Properties
- Nome Public Property
- Parking Lot
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**Hate Crimes**
For the Reported years of 2018, 2019, and 2020 there were no reported hate crimes.
Seward Campus Geography and Crime Statistics
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**Hate Crimes**

For the Reported years of 2018, 2019, and 2020 there were no reported hate crimes.
Toolik Campus Geography and Crime Statistics

Legend
- Toolik Properties
- On-Campus Housing
- Toolik Boundary
- Toolik Public Property
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**Hate Crimes**

For the Reported years of 2018, 2019, and 2020 there were no reported hate crimes.
Tok Campus Geography and Crime Statistics

Legend
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- Tok Properties
- Parking Lot
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### Disciplinary Referrals

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### VAWA Offenses

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### Hate Crimes

For the Reported years of 2018, 2019, and 2020 there were no reported hate crimes.