



HEBREW UNION COLLEGE – JEWISH INSTITUTE OF RELIGION

היברו יוניון קולג' – מכון למדעי היהדות

Dear HUC-JIR Students, Faculty, and Staff,

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (known more simply as the Clery Act) was signed into law in 1990. The Clery Act requires all colleges and universities that participate in federal financial aid programs to keep and disclose information about crime on and near their respective campus(es). As part of its Clery Act reporting responsibilities, the College-Institute prepares and submits an annual security report to the United States Department of Education. This report, a copy of which is attached, contains the College's safety and security related policy statements and crime statistics for each of our campuses. Additional copies of the report are available in a paper or electronic format through the National Office of Human Resources and the Directors of Operations on each campus.

● Cincinnati
3101 Clifton Avenue
Cincinnati, OH 45220-2488
(513) 221-1875
fax (513) 221-0321
www.huc.edu

● Jerusalem
13 King David Street
Jerusalem, Israel 94101
(02) 620-3333
fax (02) 625-1478

● Los Angeles
Jack H. Skirball Campus
3077 University Avenue
Los Angeles, CA 90007-3796
(213) 749-3424
fax (213) 747-6128

● New York
Brookdale Center
One West Fourth Street
New York, NY 10012-1186
(212) 674-5300
fax (815) 550-2405

Hebrew Union College-Jewish Institute of Religion

2016 Annual Security Report

Table of Contents

[Section I](#) - Current campus policies regarding procedures for students and others to report criminal actions or other emergencies occurring on campus.

- a. Policies for making timely warning reports to members of the campus community regarding the occurrence of Clery Act crimes.
- b. Policies for preparing the annual disclosure of crime statistics.
- c. A list of titles of each person or organization to whom students and employees should report criminal offenses described in the law for the purpose of making timely warning reports and the annual statistical disclosure.

[Section II](#) - A statement of current policies concerning security of and access to campus facilities, including campus residences; and security considerations used in the maintenance of campus facilities.

[Section III](#) - A statement of current policies concerning campus law enforcement, including:

- a. The law enforcement authority of campus security personnel.
- b. The working relationship of campus security personnel with state and local law enforcement agencies, including whether the institution has agreements with such agencies, such as written memoranda of understanding, for the investigation of alleged criminal offenses.
- c. Policies which encourage accurate and prompt reporting of all crimes to the campus police and appropriate law enforcement agencies.
- d. A description of procedures, if any, that encourage pastoral counselors and professional counselors, if and when they deem it appropriate, to inform the person they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

[Section IV](#) - A statement that describes:

- a. The type and frequency of programs designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.
- b. A description of programs designed to inform students and employees about the prevention of crimes.

[Section V](#) - A statement of policy concerning the monitoring and recording, through local police agencies, of criminal activity in which students engaged at off-campus locations of student organizations officially recognized by the institution, including student organizations with off-campus housing facilities.

[Section VI](#) - A statement of policy regarding the possession, use, and sale of alcoholic beverages and illegal drugs.

[Section VII](#) - A description of any drug or alcohol abuse education programs as required under Section 120(a) through (d) of HEA.

[Section VIII](#) – Sexual Harassment, Misconduct, Discrimination and Interpersonal Violence Policy

[Section IX](#) - A statement that the institution will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a 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.

[Section X](#) - A statement of policy regarding this institution's emergency response and evacuation procedures.

[Section XI](#) - Annual Fire Safety Report.

[Section XII](#) – Campus Crime Statistics.

Appendices – Tables of Federal Trafficking Penalties.

Section I

a. Timely Warnings to the Campus Community

In the event that a situation arises, either on or off campus, that in the judgment of the respective Dean of each Hebrew Union College-Jewish Institute of Religion (herein the "College-Institute") campus constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The warning will be issued through the College-Institute's AMG Alert System to the appropriate segment (e.g. students, faculty, and staff) that needs to be notified.

Depending on the particular circumstances of the situation, especially in all situations that could pose an immediate threat to a campus's community and individuals, the Senior National Director for Public Affairs may also post a notice on the College-Institute's website (<http://huc.edu/>), providing the effected community with more information and resources. Anyone with information warranting a timely warning should report the circumstances to their campus's security office at:

- Cincinnati: (513) 487-3340
- Los Angeles: (213) 745-7758
- New York: (212) 824-2333

b. Annual Disclosure of Crime Statistics

The College-Institute prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on the College-Institute's at <http://huc.edu/employees>. This report is prepared in cooperation with the local law enforcement agencies surrounding the College-Institute's campuses and the following College-Institute departments/personnel: the National Director of Human Resources, the Office of Institutional Research and Assessment, campus Deans, and campus Directors of Operations. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to local law enforcement agencies and designated campus officials. Each year, an email notification is sent to all enrolled students, as well as current faculty and staff, that provides the web site to access this report. Copies of the report may also be obtained by contacting the Director of Institutional Research & Assessment.

c. Reporting Criminal Offenses and Confidentiality

To report a crime:

Contact campus security at the numbers listed above (non-emergencies) or dial 9-1-1 (emergencies only). Any suspicious activity or person in the parking lots, or loitering around vehicles, and inside campus buildings should be reported to campus security. In addition, crimes may be reported to the following campus security authorities:

Cincinnati CSA	Contact Information
Jonathan Cohen, Dean	(513) 487-3255
Clyde Parrish, National Registrar	(513) 487-3202
Marviette Johnson, National Director of Human Resources	(513) 487-3215

Los Angeles CSA	Contact Information
Joshua Holo,	(213) 765-2100
Janet Liss, Office Manager	(213) 765-2122

New York CSA	Contact Information
David Adelson, Dean	(212) 824-2217
Harriet Lewis, Director of Operations	(212) 824-2224

If you are the victim of a crime and do not want to pursue further action within the College-Institute's internal disciplinary system or the local criminal justice system, you may still want to consider making a confidential report. With permission, your campus's Director of Operations can file a report on the details of the incident without revealing your identity. The purpose of the confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College-Institute can keep an accurate record of campus incidents, determine whether there is a pattern of crime 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 crimes statistics for the College-Institute.

Section II

The business hours for each campus are as follows:

Campus	Business Hours
Cincinnati	<ul style="list-style-type: none"> ▪ Administrative Buildings: 9am-5pm Mon-Thu, 9am-3pm Fri, Closed Sat-Sun ▪ Klau Library Hours: <ul style="list-style-type: none"> ➢ Classes in session: 7:45am-9pm Mon-Thu, 7:45am-5pm Fri, Closed Sat, 2pm-6pm Sun ➢ Classes not in session: 7:45am-5pm Mon-Thu, 7:45am-3pm Fri, Closed Sat-Sun ▪ American Jewish Archives: <ul style="list-style-type: none"> ➢ Barrows-Loebelson Reading Room: 9am-5pm Mon-Thu, 9am-3pm Fri, Closed Sat-Sun ➢ Marcus Repository: 9am-4pm Mon-Thu, 9am-3pm Fri
Los Angeles	<ul style="list-style-type: none"> ▪ Administrative Building: 9am-5pm Mon-Fri, 9am-3pm Fri, Closed Sat-Sun ▪ Frances-Henry Library: 8:30am-5pm Mon-Thu, 8:30am-2:30pm Fri, Closed Sat-Sun
New York	<ul style="list-style-type: none"> ▪ Administrative Building: 9am-5:30pm Mon-Fri, Closed Sat-Sun ▪ Klau Library: 9am-5pm Mon-Thu, 9am-3pm Fri, Closed Sat-Sun

Campus	Security and Access Measures
Cincinnati	<ul style="list-style-type: none"> ▪ Seven buildings located on a single campus in the residential neighborhood of Clifton, near the University of Cincinnati. ▪ All buildings are secured via key card accessibility and monitored using security cameras.
Los Angeles	<ul style="list-style-type: none"> ▪ A single three-story building near the University of Southern California. ▪ Building is accessible via key card through magnetometers and security guard visual observance. A remote buzzer system is also utilized. ▪ The building and parking lot are monitored using security cameras. Visitors must provide a picture ID.
New York	<ul style="list-style-type: none"> ▪ A single five-story building on Broadway in lower Manhattan (Noho area), near New York University. ▪ Building is locked and alarmed at all times and monitored using security cameras. ▪ Building is accessible via security guard visual observance and remote buzzer system. ▪ All student and staff must present their NYU-produced identification badges. Visitors are scheduled in advance and must present a picture ID.

During business hours, the College-Institute will be open to students, employees, contractors, guests, and invitees. During non-business hours access to all College-Institute facilities is by personal key card or by admittance due to special events. In the case of periods of extended closing, the College-Institute will admit only those with prior written approval to all facilities.

Section III

a-b. Security Personnel Authority and Working Relationship with State & Local Law Enforcement

The College-Institute engages the services of private security firms on each of its campuses. Individuals employed by these firms provide access control and reporting of all safety and security issues. College-Institute security personnel do not have the authority to apprehend or arrest anyone involved in illegal acts on-campus and areas immediately adjacent to the campus. Their primary function is to limit access and observe activity. If minor offenses involving College-Institute rules and regulations are committed by a student, campus security may refer the individual to the campus's Dean to determine further disciplinary action.

Major offenses such as rape, murder, assault, robbery, and auto theft will be reported to the local police and joint investigative efforts are deployed to solve these serious felony crimes. Campus Directors of Operations and security personnel work closely with the following local police agencies:

- Cincinnati Police Department's District Five: (513) 569-8500
- University of Southern California Department of Public Safety: (213) 740-4321
- New York Police Department's 6th Precinct: (212) 741-4811

There are no formal Memoranda of Understanding with these police authorities. The College-Institute requests information from these authorities regarding any crime within public spaces surrounding or adjacent to the campus. The College - Institute will annually obtain written statements from each of their security contractors acknowledging their responsibility under the Clery Act, including the appropriate training of any security guards assigned to work on-campus.

c. Accurate and Prompt Reporting of Crimes

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to their local campus in a timely manner.

To report a crime or an emergency, call:

- Cincinnati Police Department's District Five: (513) 569-8500
- University of Southern California Department of Public Safety: (213) 740-4321
- New York Police Department's 6th Precinct: (212) 741-4811

To report a non-emergency security or public safety related matter, call campus security:

- Cincinnati: (513) 487-3340
- Los Angeles: (213) 745-7758
- New York: (212) 824-2333

d. Pastoral/Professional Counselor Informing Procedures

All reports will be investigated. Violations of the law, including any crimes known to have occurred on campus, will be referred to law enforcement agencies and when appropriate, to the Student Tenure Committee for review. When a potentially dangerous threat to the College-Institute community arises, timely reports or warnings will be issued through the AMG alert system.

Section IV

a-b. Programs Designed to Inform Students and Employees about the Prevention of Crimes

Through its partnership with United Educators Insurance, HUC-JIR students, faculty, and staff have access to a variety of free online resources (edurisklearning.org) that are appropriate to their respective roles in the campus community. All employees are currently required to complete the Campus Violence Elimination (SaVE) Act and Workplace Harassment Fundamentals modules.

To learn more about the various crime prevention educational resources that United Educators offers, contact the National Director Human Resources at (513) 487-3215.

Section V

There are no recognized student organizations at the College-Institute that operate via off-campus locations or housing facilities.

Section VI

a-b. Policies Regarding the Possession, Use, and Sale of Alcoholic Beverages and Illegal Drugs

The College-Institute is committed to maintaining a drug-free environment in accordance with the requirements of the federal Drug-Free Workplace Act and the amended Drug-Free Schools and Communities legislation. The unlawful manufacture, possession, use or distribution of illicit drugs and unauthorized alcohol by all students and employees on College-Institute property or at any College-Institute-sponsored activity, function, or event are strictly prohibited irrespective of whether such activities occur before, during, or after the College-Institute's regular business hours. This standard also applies to College-Institute-sponsored social activities and professional meetings attended by employees or students. The College-Institute, however, does recognize that the conditions of alcohol and drug dependency may be considered disabilities under state or federal law. It is the policy of the College-Institute not to discriminate on the basis of such recognized disabilities.

The health risks associated with the use of illicit drugs and the abuse of alcohol are detailed in Section VII. The College-Institute strongly advises the members of its communities to be aware of and/or take advantage of the many assistance programs available in our communities listed in Section VII.

The law requires that College-Institute students, faculty, and staff members notify the College-Institute of any criminal drug statute conviction for a violation occurring on a College-Institute campus or as part of any College-Institute-sponsored activity not later than five days after such conviction. A conviction may result in any of the following disciplinary actions on the part of the College-Institute:

- Warning (verbal or written)
- Suspension
- Expulsion/Termination
- Participation in a drug/alcohol abuse assistance or rehabilitation program

For a list of federal trafficking penalties for illicit drugs, please see the tables after Section XI.

Section VII

Health Risks Associated With Commonly Abused Drugs

(see <http://www.drugabuse.gov/> for more information)

Substance	Acute Effects/Health Risks
Alcohol (ethyl alcohol)	In low doses, euphoria, mild stimulation, relaxation, lowered inhibitions; in higher doses, drowsiness, slurred speech, nausea, emotional volatility, loss of coordination, visual distortions, impaired memory, sexual dysfunction, loss of consciousness/ increased risk of injuries, violence, fetal damage (in pregnant women); depression; neurologic deficits; hypertension; liver and heart disease; addiction; fatal overdose.
Marijuana & Hashish	Euphoria; relaxation; slowed reaction time; distorted sensory perception; impaired balance and coordination; increased heart rate and appetite; impaired learning, memory; anxiety; panic attacks; frequent respiratory infections; possible mental health decline; addiction.
Heroin & Opium	Euphoria; drowsiness; impaired coordination; dizziness; confusion; nausea; sedation; feeling of heaviness in the body; slowed or arrested breathing/constipation; endocarditis; hepatitis; HIV; addiction; fatal overdose.
Cocaine, Amphetamine, & Methamphetamine	Increased heart rate, blood pressure, body temperature, metabolism; feelings of exhilaration; increased energy, mental alertness; tremors; reduced appetite; irritability; anxiety; panic; paranoia; violent behavior; psychosis/weight loss; insomnia; cardiac or cardiovascular complications; stroke; seizures; addiction.
MDMA	Mild hallucinogenic effects; increased tactile sensitivity, empathic feelings; lowered inhibition; anxiety; chills; sweating; teeth clenching; muscle cramping/sleep disturbances; depression; impaired memory; hyperthermia; addiction.
Flunitrazepam	Sedation; muscle relaxation; confusion; memory loss; dizziness; impaired coordination/addiction.
GHB	Drowsiness; nausea; headache; disorientation; loss of coordination; memory loss/unconsciousness; seizures; coma.
Ketamine, PCP and analogs, Salvia divinorum, & Dextromethorphan (DXM)	Feelings of being separate from one's body and environment; impaired motor function/anxiety; tremors; numbness; memory loss; nausea.
LSD, Mescaline, & Psilocybin	Altered states of perception and feeling; hallucinations; nausea.

Treatment Centers and Hotlines

(the inclusion of a program on this list does not constitute an endorsement by the College)

National:

- a. Substance Abuse and Mental Health Services Administration National Helpline (24 hr.), (800) 662-4357

Cincinnati:

- a. Center for Chemical Addiction Treatment, (513) 381-6672
- b. Talbert House, (513) 751-7747
- c. Alcoholics Anonymous Central Office, (513) 351-0422
- d. Jewish Family Service of Cincinnati (counseling), (513) 766-3320

Los Angeles:

- a. People Coordinated Services of Southern California, (323) 732-9124
- b. Alcoholics Anonymous Central Office, (323) 936-4343
- c. Gateways Beit T'shuvah, (310) 204-5200

New York:

- a. New York Center for Addiction Treatment Services, (212) 966-9537
- b. The Bowery Residents' Committee, (212) 803-5700

- c. Interfaith Medical Center, (718) 613-4000
- d. Gracie Square Hospital, (212) 988-4400

Section VIII

Sexual Harassment, Misconduct, Discrimination and Interpersonal Violence Policy

Title IX of the Education Amendments of 1972 prohibits sex discrimination—which includes sexual misconduct—in educational programs and activities. All public and private schools, school districts, colleges and universities receiving federal funds must comply with Title IX. If you have experienced sexual misconduct, please review this policy for information about your Title IX rights. Additionally, if you have experienced interpersonal violence including, but not necessarily limited to, domestic violence, dating violence, and stalking, please review this policy for more information.

The Hebrew Union College –Jewish Institute of Religion (“HUC-JIR”) does not tolerate any form of sexual misconduct, domestic violence, dating violence, or stalking at this institution. All students found in violation of this policy shall be subject to disciplinary action up to and including suspension or dismissal from the College. Similarly, any employees, professors, or administrators found in violation of this policy shall be subject to disciplinary action up to and including termination of employment. Behavior that violates this policy may also violate federal, state, and/or local laws.

In dealing with members of the HUC-JIR community, individual integrity and respect are the primary focus of the College's concern. The College seeks to foster a climate free from sexual misconduct, domestic violence, dating violence, and stalking through a coordinated education and prevention program, the promulgation of clear and effective policies, as well as investigative and grievance procedures that are prompt, equitable, and accessible to all. In the event that the College finds that instances of sexual misconduct, domestic violence, dating violence, or stalking have occurred under the scope of this policy, the College will take immediate and appropriate steps to eliminate the misconduct, prevent its reoccurrence, and address its impact.

Title IX Coordinator

Marviette Johnson is the designated Title IX Coordinator for HUC-JIR. She may be contacted at 3101 Clifton Ave., Cincinnati, OH 45220, (513) 487-3215, mjohnson@huc.edu.

Any questions concerning or related to this policy should be directed to the Title IX Coordinator.

Scope of the Policy

This policy applies to all College community members, including students, employees, professors, administrators, visitors, or any third parties performing services on any College campus.

This policy applies not only to sexual misconduct, domestic violence, dating violence, or stalking occurring within the typical classroom or campus settings, but also to any location owned or operated by the College as well as College-sponsored or College-sanctioned functions taking place outside those typical settings. Such College-sanctioned functions include, but are not necessarily limited to, Field-Based Educational Experiences. The College expects that all members of its community will help promote a learning environment free from sexual misconduct, domestic violence, dating violence, and stalking. Any such off-campus conduct that has an actual or potential adverse impact on another's College environment may also be addressed under this policy.

Sexual Misconduct

Sexual misconduct, including sexual harassment as defined below, is a form of sex discrimination that has the purpose or foreseeable effect of unreasonably interfering with an individual's work or academic performance or of creating an intimidating, hostile, or offensive work or learning environment for that individual. Sexual misconduct includes, but is not necessarily limited to, sexual harassment, sexual assault (both non-consensual contact and non-consensual intercourse),

sexual exploitation, and indecent exposure. Often times, incidents of sexual misconduct also involve other acts of interpersonal violence such as domestic violence, dating violence, and stalking. The College prohibits such conduct, regardless of whether it is related to conduct of a sexual nature.

Retaliation

The College will not tolerate any form of retaliation taken against anyone who makes a complaint of conduct prohibited by this policy or anyone who cooperates in the investigation of a complaint of conduct prohibited by this policy.

Consensual Relations

The integrity of the student-teacher relationship is the foundation of the educational mission at HUC-JIR. This relationship vests considerable trust in the teacher, who, in turn, bears authority and accountability as a mentor, educator and evaluator. The unequal institutional power inherent in this relationship heightens the vulnerability of the student, as well as the potential for coercion. The same holds true for the relationship between senior faculty and junior faculty, mentors and mentees, and supervisors and employees. Therefore, HUC-JIR strongly advises against such relationships. While romantic and sexual relationships among administrators, faculty members and students, and between supervisors and employees may not involve sexual harassment, those who enter into a sexual relationship with a student or employee, where professional power differentials exist, must realize several things:

- a. Such relationships can be detrimental to the educational process due to the creation of dual roles and may undermine the integrity of the supervision and evaluation provided. Such sexual relationships are often perceived by fellow students and coworkers as opportunities for favoritism and biased treatment when evaluations are carried out.
- b. HUC-JIR is committed to protecting the academic freedom and freedom of expression of all members of its community. However, that expression is subject to regulation when it causes injury and pain to others, or creates a hostile learning and work environment.
- c. If a charge of sexual misconduct is subsequently lodged, it may be exceedingly difficult to prove mutual consent.

Definitions

Sexual Harassment: Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other physical, verbal, or visual conduct based on gender (opposite or same sex), gender identity, or sexual orientation. Such prohibited conduct may include situations where: (1) submission to the conduct is an explicit or implicit term or condition of employment decisions or academic decisions; (2) submission to or rejection of the conduct is used as the basis for employment or academic decisions; or (3) the conduct has the purpose or effect of unreasonably interfering with a person's performance or creating an intimidating, hostile or offensive environment. A single or isolated incident of sexual harassment may create an intimidating, hostile, or offensive environment if the incident is sufficiently severe. In addition to the foregoing, examples of sexual harassment may include: sex-oriented verbal joking or kidding; subtle pressure for sexual activity; patting, pinching or other forms of physical contact; demand for sexual favors, accompanied by implied or overt promises of preferential treatment or threats concerning an individual's academic or employment status; sexually degrading words used to describe an individual; a display of sexually suggestive objects or pictures, or electronic (including e-mail) or written communications; or other behavior motivated by the foregoing conduct.

Sexual Assault: Sexual assault is any forced or coerced sexual activity, committed against a person's will or without affirmative consent. Rape is a sexual assault that includes but is not limited to forcing or attempting to force vaginal, anal, and oral penetration. In addition to rape, sexual assault also includes having or attempting to have sexual contact of any kind with another individual without affirmative consent. Sexual contact can include, but is not limited

to, kissing, touching the intimate parts of another, causing the other to touch one's intimate parts, or disrobing another without permission or affirmative consent. Rape and sexual assault are crimes of violence with sex used as a weapon that can be committed by strangers, friends, relatives, dates, boyfriends, girlfriends, partners, lovers and/or spouses.

Sexual Exploitation: Sexual exploitation includes when a person takes advantage of another person for the benefit of anyone other than that person without that person's affirmative consent. Examples of sexual exploitation include, but are not limited to, photographing or recording someone involved in sexual activity or in a state of undress without that person's knowledge or affirmative consent; voyeurism; non-consensual streaming or transmitting of images or video of another person involved in sexual activity; or prostituting another person.

Indecent Exposure: Indecent exposure includes the intentional exposure of one's private or intimate parts of the body or engaging in any sexual conduct in a place where the conduct involved may reasonably be expected to be viewed by and affront others.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the complaining 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. The violence covered by this definition includes, but is not limited to, sexual or physical abuse or the threat of such abuse, psychological abuse, and/or social isolation.

Domestic Violence: 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. The violence covered by this definition includes, but is not limited to, sexual or physical abuse or the threat of such abuse, psychological abuse, and/or social isolation.

Stalking: Stalking includes repeated conduct involving unwanted attention, harassment, physical or verbal contact, or any other repeated conduct that would cause a reasonable person to fear for the person's safety (or the safety of others) or suffer substantial emotional distress. This includes, but is not necessarily limited to, making unwelcome appearances at another's residence; unwelcome contact via phone calls, text messages, or emails; and/or unwelcome contact through various internet or social media avenues (i.e. Facebook, Twitter, etc.).

Affirmative Consent: Affirmative consent is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. Someone who is incapacitated (e.g., due to the use of alcohol or drugs; when an individual is unconscious or asleep; involuntary restraint; or because the individual suffers from any disability rendering him or her incapable of consent) cannot give consent. Prior consent to a sexual act and/or prior sexual relations between parties cannot be used by itself to assume present consent. Consent must be ongoing throughout any sexual activity and can be withdrawn at any moment. Consent is not present when it is the result of coercion, intimidation, force, or threat. Intoxication by alcohol or drugs does not excuse the person initiating the sexual act from ensuring that consent is present. The person initiating the sexual act must take all reasonable steps to ensure affirmative consent is present. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identify, or gender expression.

Retaliation: Retaliation includes acting upon or attempting to seek retribution against anyone who makes a complaint of conduct prohibited by this policy or anyone who cooperates in the investigation of a complaint of conduct prohibited by this policy.

The above definitions are those used by the College for its disciplinary policies. If you are interested in the specific criminal law definitions of the foregoing terms (to the extent they exist) in the state your campus is located, please contact the Title IX Coordinator. Additionally, the educational programming described below will be tailored to your specific campus so as to provide another resource available to educate you regarding the above terms.

Options and Recommendations for Assistance

Interim Measures: Interim measures, also known as accommodations, are available upon receipt of a report of sex discrimination, sexual misconduct, domestic violence, dating violence, or stalking and prior to the resolution of a complaint, as appropriate. Available interim measures include, but are not limited to, restrictions on contact between an alleged victim and an alleged perpetrator (“no contact” orders); changes in academic or living situations; access to counseling, health, and mental health services at no cost; academic support; victim advocacy; and escort services. If appropriate, the Title IX Coordinator generally will offer interim measures upon receipt of a report of sex discrimination, sexual misconduct, domestic violence, dating violence, or stalking. Individuals requesting additional interim measures or experiencing difficulty obtaining interim measures that have been approved should immediately contact the Title IX Coordinator. Interim measures will be offered to a complainant regardless of whether the complainant chooses to participate in a hearing against the accused or whether the complainant chooses to report the incident to law enforcement. To the extent possible, any interim measures that are provided will be confidential.

Protective Measures: In addition to the interim measures described above, other protective measures also may be available by contacting law enforcement and/or the local prosecutor’s office. For example, in addition to the normal criminal process, law enforcement and/or the local prosecutor’s office may assist a student in obtaining a protection order. A protection order is a temporary order intended to help provide safety and protection to victims of certain crimes. If you have a protection order against someone and that person violates the protection order in any way, law enforcement may be able to arrest that person and charge that person with a violation of the protection order. To the extent possible, any protective measures that are provided will be confidential. If needed and to the extent necessary, HUC-JIR will provide assistance in obtaining a protection order. **Please contact the Title IX Coordinator for more information about these protective measures, including for contact information for local law enforcement and/or the local prosecutor’s office.**

Educational Programming: HUC-JIR provides educational programming designed to target, prevent and eliminate sexual misconduct, dating violence, domestic violence, and stalking. That programming includes, but is not necessarily limited to, primary prevention programs, awareness programs, ongoing prevention and awareness campaigns, programs regarding bystander intervention, and programs regarding risk reduction.

The primary prevention programming includes programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop sexual misconduct, dating violence, domestic violence, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

HUC-JIR’s awareness programs are designed to help prevent sexual misconduct, domestic violence, dating violence and stalking which would also include promoting the awareness of: Rape, acquaintance rape, other forcible and non-forcible sex offenses and procedures to follow when a sex offense occurs. The awareness programs offered by the College include audience-specific programming, initiatives, and strategies designed to increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

The College will also offer ongoing prevention and awareness campaigns, which include programming, initiatives, and strategies that are sustained and focused on increasing understanding of topics relevant to and skill for addressing sexual misconduct, dating violence, domestic violence, and stalking.

Further, the College offers programs regarding bystander intervention. The bystander intervention programs are designed to provide 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 sexual misconduct, dating violence, domestic violence, 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. The programming on risk reduction is 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.

These programs are typically offered at the beginning of the academic year.

Medical Treatment and Services: If you have been the victim of sexual misconduct, domestic violence, dating violence, or stalking, it is important to seek immediate and follow-up medical attention for several reasons: first, to assess and treat any physical injuries you may have sustained; second, to determine the risk of sexually transmitted diseases or pregnancy and take preventive measures; and third, to gather evidence that could aid criminal prosecution. Physical evidence should be collected immediately, ideally within the first 96 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished. A special exam should be conducted as soon as possible following an assault to make sure of your physical well-being and to collect evidence that may be useful in criminal proceedings. Even if you have not been physically hurt, this special exam is strongly recommended to maintain all your legal options. After the evidence is collected, it is stored in case you wish to press criminal charges. The exam is performed by a Sexual Assault Nurse Examiner (S.A.N.E.). A support person of your choice can also be present. There is no charge for this exam.

Contact information for Additional Resources and Services is located below.

Advocacy, Counseling, Emotional Support, and Other Services Available:

On Campus: Counseling may be arranged with a HUC-JIR staff member. Please contact the National Human Resources Director, Marvienne Johnson (513) 487-3215

Off-Campus Resources:

Cincinnati:

Women Helping Women – (513) 381-5610 <https://www.womenhelpingwomen.org/>

- Community-based free, confidential support, accompaniment and advocacy. Located at 215 East 9th Street, 7th Floor.

- Provides support groups and hospital, court & police accompaniment.

- Walk-in or call 24-hour crisis hotline (513) 381-5610

TriHealth CARES, Bethesda North Hospital – (513) 865-5163

<https://www.trihealth.com/institutes-and-services/rape-emergency-services/>

- Sexual Assault Nurse Examiner Program provides medical attention to sexual assault survivors.

- Nurses on-call 24-hours, trained to help sexual assault survivors.

YWCA Domestic Violence Shelter – (888) 872-9259

<http://www.ywcacincinnati.org/site/c.biINIZNKJk0F/b.8108237/k.BE91/Home.htm>

- Domestic violence shelter in Hamilton County serving 55 women and children.
- Also provides case management, advocacy and referral.
- For the YWCA shelter serving Brown and Clermont Counties, call (800) 540-4764.

Cincinnati Police Department – District 5 1012 Ludlow Avenue, Cincinnati, Ohio 45223

Emergencies – 911

Non-Emergencies – (513) 569-8500

<http://www.cincinnati-oh.gov/police/districts/district-5/>

University of Cincinnati Health Sexual Assault Nurse Examiner (SANE) Program – 234

Goodman, Street, Cincinnati, Ohio 45219 – (513) 584-3379

<http://uchealth.com/university-of-cincinnati-medical-center/services/sexual-assault-nurse-examiners/>

Ohio Department of Health Sexual Assault and Domestic Violence Prevention -

<https://www.odh.ohio.gov/health/sadv/sadv.aspx>

New York:

New York State Police 24-Hour Hotline for Reporting Sexual Assault on New York College Campuses – (844) 845-7269

<https://www.ny.gov/enough-enough-make-all-new-york-college-campuses-safe/resources-students>

New York State Office of Victim Services -

https://www.health.ny.gov/prevention/sexual_violence/what_to_do.htm

Police Department – Sixth Precinct –

http://www.nyc.gov/html/nypd/html/precincts/precinct_006.shtml

(212) 741-4811 – or 911

National Organization for Women – New York City - <http://nownyc.org/service-fund/get-help/rape-sexual-assault/>

Safe Horizon Sexual Assault 24-hour Hotline – (212) 227-3000 -

<https://www.safehorizon.org/our-services/counseling/>

Los Angeles:

L.A. Police Department – (213) 485-2582 or 911 -

http://www.lapdonline.org/southwest_community_police_station

Violence Intervention Program – (323) 226-

3961 http://www.violenceinterventionprogram.org/?option=com_content&view=article&id=108&Itemid=127

Rape Treatment Center – Santa Monica – UCLA Medical Center – (310) 319-4000 - <http://therapefoundation.org/programs/rape-treatment-center/>

YWCA Greater Los Angeles – (323) 296-0920 – 1020 S. Olive Street, 7th Floor, Los Angeles, CA 90015

Peace Over Violence - <http://www.peaceoverviolence.org/emergency/>

(310) 392-8381 (South Los Angeles)

(213) 626-3393 (Central Los Angeles)

Jerusalem:

Jerusalem Rape Crisis Center - <http://www.jrcc1202.org/about-us> - 24/7 Hotline –1202 or 02.6255558

The Association of Rape Crisis Centers in Israel – <http://www.1202.org.il/en/>

Awareness and Preparation: Often times your first line of defense to any type of harm is your own awareness and preparation. Be aware of your capabilities and limitations. Your judgment and thinking will often be your best weapons. Evaluate the situation for possible avenues of escape. Your first concern should be for your safety and survival. Use your judgment to do what is necessary to save your life. That may mean making a scene or drawing others' attention so that the assailant leaves. It may buy you enough time to escape. It may mean fighting back. It may mean not physically resisting. If you choose not to physically resist the attack, it does not mean that you have asked to be assaulted or harmed. It means that you did what you needed to do to survive. Remember—There is no one “right” way to respond. The person being attacked is the best judge of which options will work well for him or her in that situation.

This information, as well as other information throughout this policy, is designed to assist in reducing the risk of violence in the College community. Risk reduction information is 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.

Recommended Steps if you are the Victim of Sexual Misconduct:

- (1) Get to a safe place as soon as you can. Try to preserve all physical evidence.
- (2) If it can be avoided, do not wash, use the toilet, or change clothing. If you do change clothes, put all clothing you were wearing at the time of the attack in a bag separated from other materials.
- (3) Get medical attention within 96 hours, if possible, to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action. If the incident occurred on an HUC-JIR Campus, immediately contact the Title IX Coordinator and/or the local police.
- (4) Contact and report the incident to the Title IX Coordinator. The Title IX Coordinator will assist you in notifying any other appropriate authorities.
- (5) Contact someone you trust to be with you and support you.

How to Report a Complaint

You should immediately report any complaint of sexual misconduct, domestic violence, dating violence, or stalking by contacting any designated campus official. The designated campus official to contact is the Title IX Coordinator, Ms. Marviette Johnson, (513) 487-3215. You may also always contact the local police department and/or dial 911 for

emergencies. If you report your complaint to a designated campus official other than the Title IX Coordinator, that designated campus official shall contact the Title IX Coordinator as soon as practicable. Although you are under no obligation to do so, if you choose to involve law enforcement, the Title IX Coordinator will be available to assist you in notifying the local police department.

Depending on when the conduct at issue took place, either the official to whom you made your complaint or the Title IX Coordinator will take a statement from you regarding what happened. That individual will ask you to describe the accused individual(s), and may ask questions about the scene of the incident, any witnesses, and what happened before and after the incident. A referral to the local police department may be made at that time. You may have a support person with you during the interview. Unless you request confidentiality and the College is able to honor that request, an investigation into the incident will begin promptly after you report the incident. The Title IX Coordinator will also provide you with a written explanation of your rights and options under Title IX and this policy which will include, but may not be limited to, your right to make a report to local law enforcement, your right to file a complaint with HUC-JIR, your right to be free from retaliation for reporting an incident, and your right to receive assistance and resources from HUC-JIR.

In addition to reporting a complaint to an HUC-JIR official, you may also report a complaint to or seek information from federal or state agencies such as:

- The U.S. Department of Education's Office for Civil Rights ("OCR")
 - Chicago Office (for Cincinnati campus): (312) 886-8434
 - San Francisco Office (for Los Angeles campus): (415) 556-4275
 - New York City Office (for NY campus): (212) 637-6466
- The Ohio Civil Rights Commission ("OCRC"), Cincinnati Regional Office: (513) 852-3344
- The State of California Department of Fair Employment and Housing ("DEFE"): (800) 884-1684 (toll free for complaints and information)
- The New York City Equal Employment Practices Commission: (212) 240-7902
- The New York State Human Rights Commission on Discrimination Complaints: (212) 306-7450

Investigation

All complaints of sexual misconduct, domestic violence, dating violence, and stalking will be addressed in a prompt and equitable manner, including in instances where there is a pending law enforcement proceeding. The College will not delay its own independent investigation until after a criminal investigation, if any, is complete. Additionally, because the College has a duty to provide a safe and non-discriminatory environment for all students, the College may be required to conduct an investigation into an incident regardless of whether a formal complaint is filed.

Confidentiality: The College will, to the extent permitted by law, honor a request by a complainant that his or her complaint of sexual misconduct, domestic violence, dating violence, and stalking will not be disclosed to the alleged perpetrator or that no investigation be pursued. Such requests should be made to the Title IX Coordinator. If a student requests the College to not reveal his or her name to his or her alleged perpetrator or asks the College to not investigate his or her complaint, this may limit the College's ability to respond fully to the incident, including pursuing disciplinary action against the alleged perpetrator. In order to ensure a safe and nondiscriminatory environment for all students or if required to report the incident by law, the College may not be able to honor a request for confidentiality. Additionally, the College has a duty to complete certain publicly available recordkeeping including reporting and disclosing information about certain crimes pursuant to a federal law known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. However, duties under the Clery Act will not require the College to report or disclose a complainant's personally identifying information. Nonetheless, even where HUC-JIR cannot guarantee confidentiality, your privacy will be maintained to the greatest extent possible. If confidentiality cannot be guaranteed, the information you provide will be relayed only as necessary for the Title IX Coordinator to investigate and/or seek a resolution.

Typical Steps in an Investigation of Sexual Misconduct, Domestic Violence, Dating Violence, or Stalking:

While all investigations will vary due to the individual circumstances surrounding the particular complaint, investigations falling under this policy will typically involve the following:

1. Preliminary review of the complaint by the Title IX Coordinator to determine whether probable cause exists to believe a violation of this policy occurred.
2. Assignment of the investigation from the Title IX Coordinator to an investigative team of no fewer than two (2) persons who have been trained annually to investigate complaints.
3. Notification to the accused that an investigation has commenced.
4. Interviews of the complainant, the accused, and any witnesses. The accused shall be provided a copy of any written complaint or otherwise informed of the substance of the complainant's allegations. Similarly, the complainant shall be provided with a copy of any written response provided by the accused or otherwise informed of the substance of the accused's response to the allegations.
5. Gathering and examining of relevant documents or evidence (e.g., law enforcement investigatory records, student and/or personnel files, etc.). Both the complainant and respondent will be asked to provide a list of possible witnesses as well as any written or physical evidence (e.g., text messages, social media postings, emails, photos, medical records, etc.) that they wish to be considered by the investigatory team.
6. Preparation of an investigatory report complete with a summary of interviews, relevant documents, findings, and recommendations for further action.

Both the complainant and the accused have a right to be accompanied by one support person of his or her choosing during any meeting with an investigator. That support person should not be someone who may be considered a witness. The purpose of the support person is to provide support, not advocate or impede the investigation.

Typical Timeframe: Generally, an investigation and, if applicable, a Grievance Committee proceeding regarding conduct falling under this policy will be completed within 60 days of the complaint. However, each situation will vary depending on its individual circumstances.

During the investigation, the College will continue to provide any appropriate interim or protective measures.

Disciplinary/Adjudication Procedure

Upon completion of its report, the investigatory team will deliver the report to the Title IX Coordinator. In the event that the Title IX Coordinator finds that there are reasonable grounds to believe that a violation of this policy has occurred, the Title IX Coordinator will issue a notice of violation in writing to the accused and provide a copy of that notice to the complainant. Any notice of violation will also include a recommendation with regard to disciplinary action. In the event that the Title IX Coordinator does not find that there are reasonable grounds to believe that a violation has occurred, the Title IX Coordinator will notify both the complainant and the accused in writing of that finding.

If either party feels aggrieved by the findings, he or she may challenge those findings through the College's applicable grievance procedure. The procedure for challenging those findings through a grievance can be found in the policy titled "Complaint/Grievance Policy – Sexual Misconduct and Interpersonal Violence."

Possible Discipline/Sanctions

Possible discipline or sanctions for engaging in sexual misconduct, domestic violence, dating violence, or stalking may include:

- Oral warning
- Letter of warning or reprimand, and a copy placed in the student's file
- Probation
- Forced leave of absence
- Suspension for a defined period of time
- Dismissal from the College

Alcohol/Drug Use Amnesty

When reporting instances of sexual misconduct, domestic violence, dating violence, or stalking, students and/or bystanders who are acting in good faith will not be subject to alcohol and/or drug use policy violations occurring at or near the time of the alleged incident. This policy is intended to encourage reporting by eliminating students' hesitation to report sexual misconduct, domestic violence, dating violence, or stalking out fear that their own conduct may subject them to HUC-JIR disciplinary action.

“No Contact” Orders and Interim Suspensions

After receiving a report or complaint of sexual misconduct, domestic violence, dating violence, or stalking, the Title IX Coordinator has discretion to issue an order of “no contact” between the parties at issue and/or order that the accused be suspended on an interim basis, pending further review. Interim suspensions will be reserved for those situations where the Title IX Coordinator reasonably believes that the accused may present a continuing threat to the health and safety of the HUC-JIR community. Within five (5) days of the Title IX Coordinator issuing a “no contact” order or an interim suspension, any affected party may submit a written request (with evidence, if applicable) to the Title IX Coordinator to review the need for, and terms of, the “no contact” order or interim suspension. The other affected party or parties will be notified of the request and similarly given five (5) days to respond in writing (with evidence, if applicable) to the Title IX Coordinator. The Title IX Coordinator will then promptly notify all parties regarding a modification, if any, to the “no contact” order or interim suspension.

Students' Rights

All students have the right to:

1. Make a report to local law enforcement and/or state police;
2. Have disclosures of domestic violence, dating violence, stalking, and sexual assault treated seriously;
3. Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and/or criminal justice process free from pressure by HUC-JIR;
4. Participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard;
5. Be treated with dignity and to receive from HUC-JIR courteous, fair, and respectful health care and counseling services, where available;
6. Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
7. Describe the incident to as few institution representatives as practicable and not be required to unnecessarily repeat a description of the incident;
8. Be protected from retaliation by HUC-JIR, any student, the accused and/or the respondent, and/or their friends,

family and acquaintances within the jurisdiction of HUC-JIR;

9. Access to at least one level of appeal of a determination;
10. Be accompanied by an advisor of choice who may assist and advise a reporting individual, grievant, accused, or respondent throughout the investigative and disciplinary process including during all meetings and hearings related to such process;
11. A presumption that the accused is “not responsible” for any policy violation until a finding of responsibility is made pursuant to HUC-JIR policies and procedures; and
12. Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of HUC-JIR.

Campus Climate Assessments

HUC-JIR will conduct biennial anonymous campus climate assessments to ascertain general awareness and knowledge of the provisions of its sexual misconduct and interpersonal violence policy, including, but not limited to, the role of the institution’s Title IX Coordinator or similar representative, how and where to report sexual misconduct and/or interpersonal violence, the definition of affirmative consent, and utilization of the institution’s policies and procedures addressing sexual misconduct and/or interpersonal violence. HUC-JIR will publish the results of such assessments on its website.

Additional Resources and Services for Victims of Sexual Misconduct and/or Interpersonal Violence:

Cincinnati:

Police Department, District #5, (513) 352-3578 or 911

Women Helping Women Rape Crisis Center, (513) 381-5610

Los Angeles:

L.A. Police Department (213) 485-2582 or 911

University of Southern California Security, (213) 740-6000

L.A. Rape and Battering Hotline, (310) 392-8381

New York City:

Police Department, Sixth Precinct, (212) 741-4811

Rape Crisis Hotline, 1-800/621-4673

Mental Health Association of Southwestern Ohio Suicide and Domestic Violence Prevention

Hotline: (513) 287.8542

Phone: (513) 287.8544

Hamilton County

2400 Reading Rd, Ste. 412

Cincinnati, OH. 45202

Phone: (513) 721-2910

Fax: (513) 287- 8544

Ohio Department of Health

Children and Family Health Services Hotline: (800) 282-3435

Report abuse of persons with Developmental Disorders: (800) 231-5872

Emergency Response Hotline: (888) 411-4142

Help Me Grow Hotline: (800) 755-4769

Ohio AIDS/HIV/STD Hotline (Confidential): (800) 332-2437

Web: Ohio Department of Health

Victim of Crimes Compensation (800) 824-8263

Crime Victims Services (800) 582-2877

Ohio Domestic Violence Network (800) 934-9840

Complaint/Grievance Procedure –Sexual Misconduct and Interpersonal Violence

Introduction:

Title IX of the Education Amendments of 1972 prohibits sex discrimination—which includes sexual misconduct—in educational programs and activities. All public and private schools, school districts, colleges and universities receiving federal funds must comply with Title IX. It is the policy of this College to prohibit all forms of sex discrimination. Additionally, it is the policy of this College to prohibit all instances of domestic violence, dating violence, and/or stalking.

When an allegation of sexual misconduct, domestic violence, dating violence, or stalking is brought to the College's attention, a prompt investigation will be performed. Please see the College's Sexual Misconduct policy for more detailed information related to filing a complaint and a possible resulting investigation. Upon conclusion of the investigation, a report will be prepared and submitted to the Title IX Coordinator. In the event that the Title IX Coordinator has reasonable grounds to believe that a violation of this policy has occurred, the Title IX Coordinator will issue a written notice of violation to the accused and provide a copy of that notice to the complainant. Any notice of violation will also include a recommendation regarding disciplinary measures. In the event that the Title IX Coordinator does not have reasonable grounds to believe that a violation has occurred, the Title IX Coordinator will notify both the complainant and the accused student in writing of that finding.

If either party feels aggrieved by the findings, he or she may challenge those findings through this grievance procedure.

If a notice of violation has been issued, and the accused fails to challenge the notice of violation by submitting a written

grievance response within the requisite time period, the notice of violation will be submitted to the Provost for a final decision regarding discipline.

Grievance and Adjudication Procedure:

Step 1: All grievances shall be written and submitted to the Title IX Coordinator within ten (10) days of the date the grievant receives the above-described notice from the Title IX Coordinator. All written grievances shall include the following: (1) the name, addresses, and phone number of the grievant; (2) a detailed description of the circumstances surrounding the grievance; and (3) the specific relief the grievance is requesting through the grievance procedure. The Title IX Coordinator will promptly provide a copy of the grievance to the other involved individual(s), hereafter referred to as the respondent(s). The respondent may submit a written response to the grievance to the Title IX Coordinator within 10 days of receipt of the grievance.

If the grievant or respondent believes that the Title IX Coordinator has a conflict of interest or bias, the grievant or respondent shall identify his or her reasons for that belief in writing and submit that writing within 3 business days of the filing of the grievance. If it is determined that the Title IX Coordinator has a conflict of interest or bias, the Title IX Coordinator will be recused from the grievance process and a non-involved noninvolved member of the senior administration will perform all duties assigned to the Title IX Coordinator.

Step 2: After receipt of the grievance, the Title IX Coordinator will contact the grievant and the respondent within five (5) business days to schedule separate pre-hearing meetings. Pre-hearing meetings are not mandatory. These pre-hearing meetings are designed to allow the grievant and/or the respondent to ask questions regarding the grievance and adjudication procedure as well as review any investigatory report. Both the grievant and the respondent are permitted to be accompanied by an advisor during the pre-hearing meeting. The advisor should not be someone who may be considered a witness to the incident at issue.

Step 3: After the pre-hearing meetings (or after the parties decline the pre-hearing meetings), the Title IX Coordinator will submit the grievance and the respondent's response, if any, to a Grievance Committee. The Grievance Committee will consist of three (3) College faculty members or administrators randomly chosen from a defined pool. If either party is a faculty member or administrator, no faculty member or administrator from that party's same department will be chosen to be on the Grievance Committee. Each of the faculty members in the defined pool receives annual training on issues related to sexual harassment, sexual assault, domestic violence, dating violence, and stalking and on the College's grievance and adjudication process. The grievant and the respondent will be promptly notified of the Grievance Committee's composition.

If either party believes that a member of the Grievance Committee has a conflict of interest or bias, that party shall identify his or her reasons for that belief in writing and submit that to the Title IX Coordinator within three (3) business days of notification of the Grievance Committee's composition. If the Title IX Coordinator determines that a member(s) of the Grievance Committee has a conflict of interest or bias, that member(s) of the Grievance Committee will be replaced by a different faculty member(s) from the defined pool. That process will continue with the newly identified member(s) until the Grievance Committee is finalized.

Step 4: After the Grievance Committee is finalized, the Title IX Coordinator will notify the grievant and the respondent of the date, time, and location of the grievance hearing. The parties will receive at least ten (10) days' notice of the hearing. Prior to the Grievance Committee hearing, the Grievance Committee will be provided a copy of any investigatory report. The parties will also be provided a copy of the investigatory report, but without copies of sensitive documents such as medical records. Note that the parties have an opportunity to review the full investigatory report in the pre-hearing meeting.

Both the grievant and the respondent are permitted to present relevant witnesses and evidence at the hearing. Each party must identify in writing to the Title IX Coordinator the witnesses and/or evidence he or she intends to present at

the hearing no later than seven (7) days prior to the hearing. The College prefers the use of live witnesses, but if a witness is unavailable to participate in a live proceeding, a signed, written statement may be submitted for the witness. If a signed, written statement is submitted for a witness, it must be provided to the Title IX Coordinator no later than seven (7) days prior to the hearing.

The Title IX Coordinator will promptly provide each party with the other party's list of identified witnesses, evidence, and/or signed, written statement(s).

Step 5. Grievance hearings are closed to the public. Both the grievant and the respondent are permitted have an advisor present. However, that advisor is not permitted to participate as a vocal advocate during the hearing. The investigators shall be present at the Grievance Committee Hearing.

At the hearing, each party will be permitted to give an opening statement. Each party will then be permitted to present evidence and/or witnesses. A party will permitted to ask questions of the other party and/or the other party's witnesses, but the questions must be first submitted to the Grievance Committee. The Grievance Committee will then ask the questions on the party's behalf. The Grievance Committee retains discretion to refrain from asking questions it believes are irrelevant or unnecessary and/or exclude presentation of any witnesses or evidence. For example, information about a party's prior sexual history with persons other than the other party will typically be excluded. Each party will also be permitted to make a closing statement.

The College will accommodate requests from either the grievant or the respondent to not be present in the same room during the grievance hearing.

Official minutes of the hearing will be kept. The official minutes will be made available to either party.

Step 6: Within fourteen (14) days of the conclusion of the grievance hearing, the Grievance Committee will issue a written decision. The Grievance Committee will use a preponderance of the evidence (i.e., "more likely than not") standard to determine whether or not an alleged violation occurred. The Grievance Committee will also issue a recommendation on the discipline, if applicable. If the Grievance Committee is not unanimous in its findings or recommended discipline, its written decision shall record that fact.

The Title IX Coordinator will promptly provide written notice to both the grievant and the respondent of the Grievance Committee's decision. The Title IX Coordinator will also notify the parties of their right to appeal the decision and, if applicable, the sanctions or disciplinary measures to be imposed.

Step 7: After the Title IX Coordinator notifies the parties of the Grievance Committee's decision, either party will have ten (10) days to submit a written appeal of the Grievance Committee's decision to the Provost. The possible bases for appeal include: (1) a procedural error that has significantly impacted the outcome of the hearing; (2) the introduction of previously unavailable relevant evidence which would have significantly impacted the outcome of the hearing; or (3) where a sanction is substantially disproportionate to the Grievance Committee's findings.

If either party chooses to appeal, the other party will have ten (10) days to submit a written opposition to the appeal to the Provost. Upon receipt of the written opposition or the passing of the timeframe allowed to submit a written opposition, the Provost will promptly issue a written decision affirming the Grievance Committee's decision; reversing the Grievance Committee's decision; or remanding the grievance back to the Grievance Committee to consider additional evidence or remedy a procedural error. If the Provost remands the Grievance Committee's decision, the Provost may order that a new Grievance Committee hear the matter. The Provost's decision will be issued in writing to both parties.

A decision will be considered final if no party submits a timely appeal of a Grievance Committee's decision or if the Provost affirms or reverses the Grievance Committee's decision. Any sanctions or discipline imposed will be stayed until the resolution of the appeal process.

All of the time frames above may be extended by a showing of good cause. All parties involved will be promptly notified if a time extension has been granted.

A student is not required to file a grievance with the College and, if applicable, may file a complaint with federal or state agencies such as:

- The U.S. Department of Education's Office for Civil Rights ("OCR")
 - Chicago Office (for Cincinnati campus): (312) 886-8434
 - San Francisco Office (for Los Angeles campus): (415) 556-4275
 - New York City Office (for NY campus): (212) 637-6466
- The Ohio Civil Rights Commission ("OCRC"), Cincinnati Regional Office: (513) 852-3344
- The State of California Department of Fair Employment and Housing ("DFEH"): (800) 884-1684 (toll free for complaints and information)
- The New York City Equal Employment Practices Commission: (212) 240-7902
- The New York State Human Rights Commission on Discrimination Complaints: (212) 306-7450
-

In the event that the College finds that any student has been a victim of discrimination or harassment relating to his or her sex, any form of sexual misconduct, domestic violence, dating violence, or stalking, the College will take immediate measures to remediate and/or correct the conduct or circumstances. Any individual who is subjected to such conduct will be notified of the College's measures to remediate and/or correct such conduct.

The College prohibits retaliation against anyone who files a grievance under this section or otherwise complains that he or she has been a victim of discrimination or harassment relating to his or her sex, any form of sexual misconduct, domestic violence, dating violence, or stalking. This prohibition of retaliation similarly extends to anyone who has testified, assisted, or participated in any manner in an investigation, proceeding, or hearing relating to a grievance or complaint under this section.

All documents, witness statements, evidence, and written submissions associated with a grievance under this section will be confidentially maintained, to the extent permitted by law, in the student's disciplinary record. Any request by a student to review the documents, witness statements, evidence, and written submissions associated with his or her grievance under this policy should be submitted to the Title IX Coordinator.

The notifications required by this policy will not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. § 1232g), commonly known as the Family Education Rights and Privacy Act of 1974 (FERPA).

Note to Friends, Faculty and Staff

If someone who has been sexually assaulted comes to you, encourage the person to report the incident, seek medical attention, and pursue counseling. If the victim will not report the assault, anyone with knowledge of the assault may inform the Campus Dean that a sexual assault has occurred.

Section IX

The College-Institute 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 hearing conducted by the College-Institute against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, the College will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Section X

When circumstances require the immediate evacuation or closure of any facilities, the College-Institute utilizes the AMG Alert System. Enrollment in this system is required (at no cost) of all students, faculty, and staff. The AMG sign-up form is included in the new hire packet for faculty and staff. The Directors of Operations will facilitate the AMG sign-up for all new students to the College-Institute's stateside campuses.

The AMG Alert System has the capability to distribute emergency messages in three different ways: 1) email, 2) text message, and 3) land line phone call. The Directors of Operations on each campus have the ability to alter the content of the emergency notifications based on the situation. For instance, in a weather-related emergency, the Directors of Operations can refer recipients of the notification to the College-Institute's website (<http://huc.edu/>) and to keep monitoring local news outlets (where all College-related status updates will be announced). In the event that the internet is inoperable, the Directors of Operations can call AMG at (877) 365-1964 to have the notification sent out by an AMG representative.

Upon the hiring of a new employee and during orientation for new students, they will be required to fill out the AMG notification form (<https://www.amgalerts.com/frmUserInput.asp?USR=R15HEB1551&Cat=0100>).

If a significant emergency or dangerous situation involving an immediate threat to the health or safety of staff or students occurs on any College-Institute campus, a notification will be issued to that campus community as quickly as

possible. The following list identifies the individuals responsible for specific actions during an emergency or dangerous situation on each campus:

Activity	Title	Responsible Individual			
		Cincinnati	Los Angeles	New York	Jerusalem
Confirmation of an Emergency or a Dangerous Situation	Deans	Jonathan Cohen	Joshua Holo	David Adelson	Naamah Kelman-Ezrachi
	Director of Operations/Office Manager	Ron Regula	Janet Liss	Harriet Lewis	Yoav Ben-Moshe
	Rabbinical School Director	Ken Kanter	Dvora Weisberg	Renni Altman	
Initiating the Notification	Deans	Jonathan Cohen	Joshua Holo	David Adelson	Naamah Kelman-Ezrachi
	Director of Operations/Office Manager	Ron Regula	Janet Liss	Harriet Lewis	Yoav Ben-Moshe
	Dean's Office Manager	Autumn Wheeler	Mary Rousson	Amanda Kelly	

Emergency Exits	
Cincinnati	<p>Administration Building: exit through the front doors and cross the front parking lot to the designated assembly area to the east lawn along Clifton Avenue.</p> <p>Classroom Building: exit through the front doors or either staircase exit and proceed to the designated assembly area to the east lawn along Clifton Avenue.</p> <p>Klau Library: Exit through the front doors or the rear staircase and proceed to the designated assembly area. DO NOT USE THE ELEVATORS.</p> <p>American Jewish Archives: Exit through the front or lower level doors to the designated assembly area to the east lawn along Clifton Avenue.</p> <p>Mayerson Hall: Exit through either the front doors (2nd level) or the lower level entrances and cross the parking lot to the designated assembly area either the rear parking lot or the front lawn area along Clifton Avenue. DO NOT USE THE ELEVATOR.</p> <p>Sisterhood Dorm: Exit through the front or rear doors to the designated assembly areas. From the front doors assemble in the lawn area in front of the building. From the rear doors assemble in the parking lot to the rear of the building. DO NOT USE THE ELEVATOR.</p>
Los Angeles	<p>The emergency exits on the west side of the building are in the back of the library near the microfilm machines; at the end of the main floor hallway past the Student Learning Center; and at the end of the faculty west wing hallway past Classrooms 31 and 32.</p> <p>The emergency exits on the east side of the building are outside the photocopy/supply room in the Administrative Center; in the rear of Ha-Merkaz; and at the far end of the Faculty Lounge.</p>
New York	<p>Stairway "A" exits at Mercer St.; Stairway "B" exits at Broadway:</p> <p>2nd Floor: "A" is closest to the computer terminals; "B" is closest to the library director's office.</p> <p>3rd Floor: "A" is closest to Room 318; "B" is closest to Faculty offices.</p> <p>4th Floor: "A" is adjacent to Office #404; "B" is adjacent to Office #418.</p> <p>5th Floor: "A" is adjacent to Classroom 503; "B" is across from Classroom 525.</p> <ul style="list-style-type: none"> ▪ As you exit, immediately leave the front/sides of the building, cross the street, and proceed to the corner of Mercer and West 4th St., diagonally across from HUC. ▪ If this location is not safe, then the backup meeting place is next to the arch in Washington Square Park.

Section XI

The Cincinnati campus is the only site within the College-Institute system that has on-campus student housing. These housing units are infrequently used; situations in which they might be occupied are in the event of an undergraduate student recruitment event, or if an administrator from another campus is visiting Cincinnati.

There are 16 housing units within the Sisterhood Dorm. There are smoke detectors in all rooms, fire extinguishers in each hallway, and three pull stations on each floor. All components of the fire safety system are serviced on an annual basis. As an added awareness measure, the Cincinnati campus conducts annual fire drills.

Within the past three years, there have been no fires on the Cincinnati campus. The campus does not permit open flames of any kind, except in situations of a religious ritual.

Section XII

Based on the statistics reported in October 2017 to the Campus Safety and Security Survey following table provides the statistics of Clery reportable crimes in all of the campuses of the college-institute.

Crimes Reported	2014	2015	2016
Location codes which lead the incident number(s)			
OC=On Campus CH=In campus student housing NC=Non-campus NP= Non-campus Property P=Public Area			
Criminal Offenses			
Notes: #1 Also referred to as Primary Crimes #2 Also referred to as Sex Offenses			
Criminal Homicide #1 (these offenses are separated into 2 categories)			
▪ Murder	0	0	0
▪ Non-Negligent Manslaughter	0	0	0
▪ Manslaughter by Negligence	0	0	0
Sexual Assault #2	2014	2015	2016
▪ Rape	0	0	0
▪ Fondling	0	0	0
▪ Incest	0	0	0
▪ Statutory Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglaries	0	0	0
Motor Vehicle theft	0	0	0
Hate/Bias Crimes Reporting			
Notes: 1. Any of the above –mentioned offenses & any of the following incidents 2. A hate crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. 3. There are eight categories that are reportable: race, religion, sexual orientation, gender, gender identity ethnicity, national origin and disability			
Larceny-Theft	0	0	OC - 3
Simple Assault	0	0	0
Intimidation	0	0	0
Race	0	0	0
Gender/Gender Identity	0	0	0
Religion	0	0	0
Sexual Orientation	0	0	0
Ethnicity	0	0	0
National Origin	0	0	0
Disability	0	0	0
Destruction/Damage/Vandalism of Property (Except "Arson")	0	0	0
Violence Against Women Act			
	2014	2015	2016
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking (including cyber-stalking)	0	0	0
Rape & Forcible Fondling	0	0	0

Sex offenses – forcible	0	0	0
Sex offences – non forcible	0	0	0
Arrests and Disciplinary Referrals			
Note: this information also includes those individuals that were referred for campus disciplinary action for liquor law violations, drug law violations and illegal weapons possession			
	2014	2015	2016
Arrest:			
▪ Weapons Carrying	0	0	0
▪ Weapons Possession	0	0	0
▪ Drug Abuse Violation	0	0	0
▪ Liquor Law Violation	0	0	0
Disciplinary Referrals:			
▪ Weapons Carrying	0	0	0
▪ Weapons Possession	0	0	0
▪ Drug Abuse Violation	0	0	0
▪ Liquor Law Violation	0	0	0

Appendices

Federal Trafficking Penalties for Schedules I, II, III, IV, and V (except Marijuana)				
Schedule	Substance/Quantity	Penalty	Substance/Quantity	Penalty
II	Cocaine 500-4999 grams mixture	<p>First Offense: Not less than 5 yrs. and not more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual.</p> <p>Second Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.</p>	Cocaine 5 kilograms or more mixture	<p>First Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual.</p> <p>Second Offense: Not less than 20 yrs, and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p> <p>2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.</p>
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	
IV	Fentanyl 40-399 grams mixture		Fentanyl 400 grams or more mixture	
I	Fentanyl Analogue 10-99 grams mixture		Fentanyl Analogue 100 grams or more mixture	
I	Heroin 100-999 grams mixture		Heroin 1 kilogram or more mixture	
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	
II	Methamphetamine 5-49 grams pure or 50-499 grams mixture		Methamphetamine 50 grams or more pure or 500 grams or more mixture	
II	PCP 10-99 grams pure or 100-999 grams mixture		PCP 100 grams or more pure or 1 kilogram or more mixture	
Substance/Quantity		Penalty		
Any Amount Of Other Schedule I & II Substances		<p>First Offense: Not more that 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than Life. Fine \$1 million if an individual, \$5 million if not an individual.</p> <p>Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.</p>		
Any Drug Product Containing Gamma Hydroxybutyric Acid				
Flunitrazepam (Schedule IV) 1 Gram				
Any Amount Of Other Schedule III Drugs		<p>First Offense: Not more than 10 yrs. If death or serious bodily injury, not more that 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.</p> <p>Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.</p>		
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)		<p>First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.</p> <p>Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.</p>		
Any Amount Of All Schedule V Drugs		<p>First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.</p> <p>Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.</p>		

Federal Trafficking Penalties for Marijuana, Hashish and Hashish Oil, Schedule I Substances

<p>Marijuana 1,000 kilograms or more marijuana mixture or 1,000 or more marijuana plants</p>	<p>First Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual.</p> <p>Second Offense: Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.</p>
<p>Marijuana 100 to 999 kilograms marijuana mixture or 100 to 999 marijuana plants</p>	<p>First Offense: Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual.</p> <p>Second Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$8 million if an individual, \$50million if other than an individual.</p>
<p>Marijuana 50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants</p>	<p>First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if other than an individual.</p>
<p>Hashish More than 10 kilograms</p>	<p>Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.</p>
<p>Hashish Oil More than 1 kilogram</p>	
<p>Marijuana less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight) 1 to 49 marijuana plants</p>	<p>First Offense: Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual.</p> <p>Second Offense: Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.</p>
<p>Hashish 10 kilograms or less</p>	
<p>Hashish Oil 1 kilogram or less</p>	