



2025

FIRE SAFETY AND SECURITY REPORT

2022-2024 CRIME STATISTICS

Colorado State University Pueblo Non-Discrimination Statement

Equal Opportunity/Affirmative Action Commitment & Notice of Non-Discrimination

Colorado State University Pueblo is committed to equal educational and employment opportunities and to the elimination of all forms of discrimination, protected class harassment, sexual misconduct, intimate partner violence stalking, and retaliation. Furthermore, CSU Pueblo is committed to maintaining respectful, safe, and non-threatening educational, working, and living environments. In furtherance of this commitment, CSU Pueblo does not discriminate on the basis of age, citizenship, creed, color, disability, gender, gender expression, gender identity, genetic information, national origin or ancestry, pregnancy, race, religion, sex, sexual orientation, veteran status, or because an individual has inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. CSU Pueblo is an affirmative action/equal opportunity institution. It encourages diversity and provides equal opportunity in education, employment, all of its programs and activities, and the use of its facilities. The University takes affirmative action to employ qualified women, racial/ethnic minorities, protected veterans, and individuals with disabilities.

CSU Pueblo complies with the Equal Pay Act, Titles IV, VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments, the Americans with Disabilities Act, as amended, Section 503/504 of the Rehabilitation Act, the Age Discrimination Act, Age Discrimination in Employment Act, the Vietnam Era Veterans' Readjustment Assistance Act, the Pregnancy Discrimination Act, Executive Order 11246, as amended, Violence Against Women Reauthorization Act of 2013, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Genetic Information Non-discrimination Act of 2008, and all civil rights laws of the State of Colorado.

The Director of Civil Rights Compliance & Title IX Coordinator has been designated by the President as the person with overall responsibility for the implementation and maintenance of the University's Civil Rights Compliance. Under the supervision of the Director of Civil Rights Compliance & Title IX Coordinator, the Office of Civil Rights Compliance and Title IX houses the Americans with Disabilities Act (ADA) Coordinator and Section 504 of the Rehabilitation Act of 1973 Coordinator. As such, the Director of Civil Rights Compliance & Title IX Coordinator is responsible for addressing compliance with all federal, state, and local laws pertaining to nondiscrimination, civil rights, access, and equity. For any inquiries or concerns regarding discrimination, protected class harassment, or sexual misconduct, please contact Shelby Serena (shelby.serena@csupueblo.edu), Director of Civil Rights Compliance & Title IX Coordinator at (719) 549-2210, Buell Communications Center, Office 107.

Students seeking disability resources and accommodation or who have other related concerns, should contact Justin Hiniker (dro@csupueblo.edu), Director of Student Advocacy, Access and Support at (719) 549-2648, Occhiato Student Center, Suite 104.

Employees seeking disability resources and accommodations or who have other related concerns, should contact Erin Hager (erin.hager@csupueblo.edu), ADA Coordinator & Intake Specialist, Office of Civil Rights Compliance & Title IX at (719) 549-2210, Buell Communications Center, Office 107.

Please visit: <https://www.csupueblo.edu/civil-rights-compliance-and-title-ix/index.html> for more information.



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To the CSU Pueblo Community,

One of the foremost responsibilities of the President is to ensure that we uphold our commitment to providing a safe and secure environment for all students, faculty, staff and visitors. The Annual Security and Fire Safety Report (ASFSR) is not just a federal compliance requirement under the Clery Act—it is a vital tool in fostering accountability, transparency and a culture of safety on our campus.

Institutions of higher education not only have an obligation to educate but also a responsibility to foster safe environments where that education is taking place. The ASFSR is an essential document that outlines the university's safety policies and procedures and presents three years of crime and fire statistics. It is both a mirror and a measure—reflecting where we are and helping us assess how we must improve.

This 2025 report includes:

- Detailed institutional safety and security policies
- Safety and crime prevention information
- Procedures for reporting suspicious activities
- Important tips to help you stay safe

Our campus must be a place where every individual feels secure in their right to learn, work, and grow. This requires not only strong institutional policies but also active engagement from every member of our community.

I want to thank **Sheriff David J. Lucero** and the **Pueblo County Sheriff's Office** for their continued partnership in providing law enforcement services and preventative programming to our campus.

The report is available in PDF format on the university's website. Printed copies can be requested from the **Office of Campus Safety and Emergency Management**.

Thank you for taking campus safety seriously. Together, we can ensure CSU Pueblo remains a place where academic and personal development can thrive in a safe and respectful environment.

A handwritten signature in dark ink, appearing to read "D. Rico Munn". The signature is fluid and cursive, with a long horizontal stroke at the end.

D. Rico Munn, J.D., Interim President

Emergency Information

EMERGENCY

DIAL 911

ON-CAMPUS

CSU Pueblo Sheriff's Office
Lower Level of Administration Building
(719) 549-2373

OFF-CAMPUS

City of Pueblo Police Department
(719) 553-2502
Dispatch for Reporting

Stay Informed – Daily Crime Log

The Pueblo County Sheriff's Office at Colorado State University Pueblo Crime Log contains information on recent crimes and incidents that have occurred on the Colorado State University Pueblo Campus, visit:

csupueblo.edu/campus-safety/sheriffs-office/index.html

Message from the Pueblo County Sheriff | David J. Lucero



The Pueblo County Sheriff's Office is proud to serve as the law enforcement agency at CSU Pueblo. The Sheriff's Office works in partnership with the campus community to provide a safe and secure environment for students, faculty, staff and visitors. Our commitment goes beyond presence; we strive to provide a highly trained and professional law enforcement agency dedicated to protecting and serving the CSU Pueblo community. We are proud to offer a team of deputies who exemplify integrity, preparedness, and service. The safety and well-being of everyone on campus remains our top priority. Through proactive policing, increased visibility, education, and community engagement, we work every day to foster trust, reduce crime, and promote a secure and inclusive learning environment. It is our goal to ensure CSU Pueblo remains a safe place for all students, staff, and guests to learn, teach, and grow.

If you have questions or concerns about campus safety, contact Lt. Guadagnoli at the CSU Pueblo Campus Sheriff's Office at 719-549-2373. For more information on the Sheriff's Office visit: [https:// www.pueblosheriff.com/](https://www.pueblosheriff.com/)



Introduction

The information in this report is provided to educate current students, prospective students, faculty, and staff about safety and security policies, procedures, and statistics for Colorado State University Pueblo (CSU Pueblo). The University believes that a well-informed campus community is better prepared to deal with crime and emergency situations. The University encourages campus community members to become actively involved with the safety and security of students, faculty, and staff.

In 1990, the Higher Education Act of 1965 (HEA) was amended to include the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101- 542). This amendment required all postsecondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. In 1998, the act was renamed the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act in memory of Jeanne Clery (The name of the act was changed in 2024 to the Jeanne Clery Campus Safety Act) , a university student who was killed in her dorm room in 1986. More commonly known as the Clery Act, this law requires colleges and universities to:

- Collect, classify, and count crime reports and statistics
- Issue campus alerts
- Publish an annual security report
- Submit crime statistics to the Department of Education
- Maintain a daily crime log
- Disclose missing student notification procedures
- Provide fire safety information

Preparing the Annual Report

This report is compiled by the CSU Pueblo Safety Team that is comprised of campus law enforcement, administrators, and staff members who are responsible for and/or directly involved with safety and security of the campus:

- Pueblo County Sheriff's Office at CSU Pueblo
- Vice President of Student Affairs
- Dean of Students
- Director of Student Discipline and Community Standards
- Director of Civil Rights Compliance & Title IX Coordinator
- Deputy General Counsel
- Sr. Director of Marketing, Communications, & Community Relations and Public Information Officer
- Assistant Dean of Student Life
- Director of Campus Safety & Emergency Management
- Director of Environmental Health and Safety
- Clery Manager and Safety Compliance
- Director of Human Resources - Employee Relations and Director of Civil Rights Compliance & Title IX Coordinator
- Facilities Management

The Pueblo County Sheriff's Office at CSU Pueblo, in conjunction with the CSU Pueblo Director of Campus Safety and Emergency Management, prepared the annual disclosure of crime statistics report to comply with the Jeanne Clery Campus Safety Act. The report is prepared in cooperation with the Division of Student Affairs, including the Office of Residence Life and Housing, the Office of Student Conduct and Community Standards and Office of Civil Rights Compliance & Title IX. Campus fire, crime, arrest, and disciplinary referral statistics include those reported to the Pueblo County Sheriff's Office at CSU Pueblo and to University Campus Security Authorities.

Law Enforcement Qualifications & Authority

Law enforcement services at CSU Pueblo are provided by the Pueblo County Sheriff's Office. The Sheriff's Office is staffed with experienced State-Certified peace officers who are current in Colorado Peace Officer Standards and Training (P.O.S.T.) procedures. All these officers have the authority to make an arrest. Additionally, the Pueblo County Sheriff's Office provides law enforcement and emergency services to unincorporated Pueblo County. This connection to the community means that campus law enforcement is up to date with developments in the community allowing them to better serve the campus. Deputies assigned to CSU Pueblo actively monitor off-campus crime, as it relates to the campus, students, faculty, and staff. There is no additional regular enforcement area.

Pueblo deputies are contracted and assigned to the Colorado State University Pueblo as their regular assignment with occasional shift relief disruptions. Pueblo deputies are state certified peace officers and as such do occasionally offer mutual aid in the entirety of Pueblo County, the City of Pueblo or wherever they may be directed. The patrol zone refers to the Clery Geography and roads of ingress and egress to the campus there are no regularly patrolled zones outside the Clery Geography.

Law Enforcement Partnerships

CSU Pueblo has a contractual and collaborative agreement with the Pueblo County Sheriff's Office to provide all law enforcement services on campus. This partnership allows CSU Pueblo to have access to all services that are available to the larger community, including emergency management, search and rescue teams, investigations unit, high-tech crimes unit, and SWAT teams. Because CSU Pueblo is adjacent to State of Colorado Highway property and City of Pueblo residential and commercial property, the Sheriff's Office and CSU Pueblo work closely with the Colorado State Patrol (CSP) and the Pueblo City Police Department (PPD) to address any issues, emergencies, or community service needs that may involve both CSU Pueblo and CSP and/or PPD geographical areas of jurisdiction.

This report is posted on the CSU Pueblo website, and copies are retained in the offices of:

- Admissions
- Human Resources
- Facilities Management
- Office of Student Affairs
- Office of the General Counsel
- Marketing, Communications and Community Relations
- Office of Campus Safety and Emergency Management



CSUPueblo.edu/campus-safety/

Take Safety Precautions

Students, faculty, and staff should take the following precautions to prevent circumventing policies designed to protect the safety of self and others:

- Do not prop doors open or allow strangers into campus buildings that have been secured.
- Do not lend keys or leave them unattended.
- Do not give codes to anyone.
- Keep your valuables secured and out of sight.
- Notify the Sheriff's Office of any suspicious activities or individuals.

Reporting a Crime

(Dial 911 for all emergencies)

Victims and witnesses may report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Reports should be made immediately to the Pueblo County Sheriff's Office (PCSO), located at CSU Pueblo office, with accurate, timely information. They will respond to all reports and make appropriate referrals to the Pueblo County District Attorney's Office, appropriate University Administrators, and/or the CSU Pueblo Office of Student Conduct and Community Standards. The PCSO at CSU Pueblo is housed in Administration 118. The hours of operation in this area are generally 8A to 5P M-F. Campus Safety and Parking Operations can assist you in contacting law enforcement, use 911 for all emergencies.

Call (719) 583-6250 Sheriff's Communications or (719) 549-2373 for general safety and security information or contact individual Sheriff's Office staff. Sheriff's Office staff are specially trained deputies that encourage safe and open communication on-campus in-person, but if law enforcement is needed to respond now, please call 911. Dispatch services are specially trained to get resources to you quickly and efficiently. Waiting to see if you can find a deputy can cause unnecessary delay.

- For all off-campus emergencies, calls should be directed to the local law enforcement agency. Students enrolled in any CSU Pueblo classes held in Colorado Springs should contact the Colorado Springs Police Department or the El Paso County Sheriff's Office to report a crime.
- If you attend classes at Ft. Carson Army Base, contact the appropriate Ft. Carson law enforcement authorities to report a crime. Students who reside in the City of Pueblo should direct their emergency calls to 911 or to the Pueblo City Police Department (719) 553-2502.
- For students at the Sturm Collaboration Campus, you should contact the Arapahoe Community Campus Police at (303)797-5800.
- For students at the Walsenburg Campus, you should contact Huerfano County Sheriff's Office at (719)738-1044.

Confidential Crime Reporting

- A victim or witness of a crime who wishes to remain anonymous may call the CSU Pueblo Tip Line at (719) 549-2376.
- The Tip Line is a voice message system only; and therefore, immediate action will not be taken.
- Witnesses of crimes also may report to Pueblo Crime Stoppers at (719) 542-7867 (STOP).

- Victims and witnesses can also anonymously report a crime to a Campus Security Authority (CSA), law enforcement or the Office of Civil Rights Compliance & Title IX.

The Department of Campus Safety encourages accurate and prompt reporting of all crimes to the Pueblo County Sheriff's Office by using 911 or other appropriate law enforcement agencies when a victim of crime elects to do so. If you are unable to make a report, others are encouraged to report for you. We have illustrated more ways in which reports can be made in confidence. Colorado State University Pueblo supports active bystander participation in reporting crimes. If you see something, say something or report something.

Reporting Crime to a Campus Security Authority (CSA)

For the purpose of a timely warning, the University encourages students and employees to promptly report any fire or criminal activity directly to the Pueblo County Sheriff's Office at CSU Pueblo at (719) 583-6250. However, students and employees may report a fire or crime to a Campus Security Authority (CSA) who is responsible for forwarding non-identifying information to the Clery Coordinator for inclusion in the annual Security Report, regardless of whether the victim chooses to file a report with law enforcement. In 2025 a CSA Report Form was added to the Campus Safety Area of the website for easy access. This form will automatically be submitted to the campus authorities responsible.

The use of the form does not initiate an emergency response. If you or someone you know has an ongoing crime going on right now, call 911!



TIPS for Reporting an Emergency when contacting 911

- Call 911 from any phone or call or text from a cell phone.
- Pueblo County Sheriff's Office and Pueblo Police Department dispatchers have an enhanced system that allows the dispatcher to see where the call is from. This does not work for cell phones without location services turned on.
- The dispatcher will need to know the address of the emergency, which is not necessarily where the call comes from.
- 911 calls made from cell phones from the CSU Campus should ring to the Pueblo County Sheriff but may be routed first to the Pueblo Police Services, so if you are calling from the CSU Pueblo campus, be sure to tell the dispatcher that right away.
- When you are reporting a crime, it is important to report it immediately from a safe location.
- When speaking to a dispatcher, stay on the line and, as accurately as possible, tell the dispatcher everything you can remember about the incident. If reporting about a suspect, try to recall details such as the suspect's clothing, if they were driving a vehicle, what it looked like, and direction of travel either on foot or in a vehicle.
- If you are in a position to give first aid to someone or to relay information to another rescuer, Pueblo County Sheriff's Office and other local dispatchers are prepared to tell you what to do until emergency responders arrive.
- If reporting a fire or someone in need of an ambulance, Campus Assigned deputies will immediately notify fire or emergency medical personnel, then help with emergency measures such as evacuation and managing traffic so that fire trucks and ambulances can access the scene. Report all campus fires by calling 911.

Who is the campus security authority?

- Pueblo County Sheriff's Office at CSU Pueblo
- Director of Campus Safety and Emergency Management
- Parking Operations Staff
- Vice President of Enrollment Management and Extended Studies
- Vice President of Student Affairs
- Dean of Students
- Assistant Dean Student Engagement and Leadership
- Office of Student Engagement and Leadership Staff
- Office of Human Resources and Civil Rights Compliance Staff
- Student Organization Advisors
- Residence Life Area Coordinators
- Resident Assistants
- All Athletics Department Staff
- All Athletics Department Volunteers
- Site Manager, University Tower Location at Colorado Springs
- Satellite Campus Sites Manager
- Assistant Provost for Student Success and Staff
- Pack Center Academic Success Coaches
- Director of Student Advocacy, Access, and Support
- Thunderwolf Recreation Professional and Student Staff
- Director of Student Support Services (SSS)
- Auxiliary Services Professional and Student Staff
- Career Center Professional Staff
- Director of Student Financial Services
- Financial Aid Counselors
- Assistant Dean for Student Support and Advocacy
- Hasan School of Business Academic Advisors
- Assistant Director of CAMP and Inclusive Excellence
- Assistant Director of Inclusion and Global Initiatives & NSE Coordinator
- Director of Center for Honors and Leadership
- Director, Tutoring and Student Academic Support
- Director, MAPS Center for STEM Support and Director of MAPS Foundry

Declination to Notify Authorities

All victims have a right to decline notification to authorities. However, Campus Security Authorities are required to report any crime brought to their attention to Campus Law Enforcement or the Director of Campus Safety and Emergency Management.

Exemption from Reporting

Licensed professional mental health counselors and pastoral counselors (employed by religious organizations to provide confidential counseling) who are working within the scope of their license or religious assignment at the time they receive the crime report are exempt from reporting under the Clery Act.

Secure Access to Campus Facilities

Preserving a safe and secure environment is the responsibility of everyone on campus. Employees have the responsibility to secure their work area, and students have the responsibility to lock their residence hall rooms and apartments, as well as secure their personal property.

Most campus buildings and facilities are accessible to the public during normal business hours Monday through Friday, excluding holidays. Certain facilities may be opened by facilities personnel for designated hours on weekends and evenings. Buildings may be secured at different times based upon class schedule, special events, and computer lab hours.

Secure Access to Residential Facilities

All residence halls are secured using a card access system. Residence halls are accessible to the campus community and visitors from 8 a.m. to 5 p.m. Monday through Friday. Residence Halls have restricted access on weekends from 5 p.m. on Friday to 8 a.m. on Monday. During those hours, any visitors must be accompanied by a hall resident, and the resident must provide proper identification and access card. Visitors must sign in at the front desk. Access to the residence halls, after business hours, may be made available for campus programming. Campus apartments are secured by lock and key and are not available for community access at any time.

Security Considerations in Building Maintenance

Although maintenance requests are prioritized based upon need, budget, and emerging conditions, safety and security issues that are observed may be a cause for quicker response and handling. If a student, faculty, staff, or visitor notices a potentially dangerous or hazardous condition concerning maintenance, they should immediately contact the University Physical Plant at (719) 549-2211. The University conducts a semi-annual nighttime review of outdoor lighting and responds by installing or repairing lighting as needed.

The University requires all contractors who work in campus-owned residences to agree to and follow the policies and procedures set forth in special contract conditions for construction projects in occupied student housing facilities at Colorado State University Pueblo. Contractors are required to adhere to special contract conditions for projects that involve construction within or adjacent to student housing facilities, defined as residence halls and apartments. The contractor, all workers, subcontractors, deliverymen, and anyone else coming on to the work site must be informed of the requirements to respect the students' privacy and enjoyment of their residences. The work must be done in a manner that maintains the security of the students' residences, limits contact with the residents, provides advance notice of any work that may affect the residents, and limits communications about the project to those people designated by CSU Pueblo.

CSU Pueblo does not officially recognize any non-campus locations of student organizations or non-campus housing facilities.

Timely Warning & Emergency Notification

Timely Warning

Under the Clery Act (20 U.S.C. state § 1092), CSU Pueblo, through designated personnel, is responsible for issuing a "timely warning" if a crime has been reported and CSU Pueblo determines there is a serious or continuing threat to the campus community. In addition, CSU Pueblo is required to send an "emergency notification" if there is an immediate threat to the health or safety of students or employees occurring on campus.

Colorado State University Pueblo is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

The decision to issue a timely warning or an emergency notification:

- Will be decided on a case-by-case basis in compliance with the Clery Act and after consideration of available facts.
- May depend on the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts.
- Will depend upon the particular health or safety threat. CSU Pueblo will, without delay, take into account the safety of the community, determine the content of the notification, and will determine whether to initiate the notification system.

Emergency Notification

The emergency notification system will be immediately activated when University authorized representatives become aware of and confirm a critical incident or other emergency that potentially affects the health and/or safety of the campus community.

The University, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgement of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Law enforcement and University officials will assist those preparing the emergency notification with determining what segment or segments of the campus community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e. the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The University may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the University mass notification system, the University will post applicable messages about the dangerous condition on the University website and social media outlets to help ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. The University will not disclose the identity of any victim related to the situation prompting the notice.

If the emergency affects a significant portion of or the entire campus, University officials will distribute the notification to the entire campus community. With the assistance of the Pueblo County Sheriff's Office, the University will determine the content of the notification. The University has developed a wide range of template messages addressing several different emergency situations. The communications officers (or others issuing the alert) will select the template message most appropriate to the on-going situation and modify it to address the specifics of the present incident.

How to sign up for the Emergency Alert System

How do students register for emergency alerts? Enrollment in this program is not automatic. Participation in this program is voluntary. Students must register for the service and will be responsible for updating their personal cell phone numbers in the event their contact information changes. It may take up to 72 hours for a cell phone number to become active in the Emergency Notification System.

- Sign on to your PAWS Account
- Click the "Emergency Text" Tab
- Respond to prompts each time you register

How does the system work? In the event of an emergency, a scheduled testing of the emergency system, or an unexpected closing of the University, a text message will be sent to all enrolled cell phones.

Each text message will begin with the message "***CSU Pueblo ALERT!***" and will follow with the nature of the alert and any additional information. The text message will be brief, and you will be instructed to check the main CSU Pueblo website or other media outlets for more information. You will receive messages within a few minutes of their transmission as long as your cell phone is turned on. The University will test the system each semester by sending a test message.

Does it cost? The service is free, but you may be charged your cellular service provider's standard rates. If you have verified the registered cell phone number is correct and you do not receive the once a semester test message, you will need to check with your carrier to make sure your number is not blocked from receiving subscription text messaging from short codes.

Faculty and staff register through the faculty & staff portal.

More information can be found online at:

CSUPueblo.edu/campus-safety/csu-pueblo-alert.html

Contractors, Guests, Visitors and Parents SMS Text-In Option

Text PackAlert to 67283



Pack Protect: Your Campus Safety App

CSU Pueblo is excited to announce the launch of Pack Protect, a powerful and free campus safety app that brings essential security features directly to your smartphone. Whether you're on campus during the day or walking at night, Pack Protect is designed to give you quick and reliable access to the tools you need to stay safe.

With its user-friendly design and cutting-edge features, this app empowers every member of the CSU Pueblo community to feel more secure and connected, no matter where they are. Download today!

APPLE



ANDROID



Crime Prevention

CSU Pueblo believes that crime prevention and awareness can aid in anticipating and minimizing potential dangers to our campus community. CSU Pueblo provides information and training towards these efforts for students, employees and university partners through the following programs.

Program Title	Program Description	Program Frequency	Target Group
911 Phone Service	Every campus phone is directly connected to the Pueblo County sheriff's Office Communications Center.	Continuous	Students, Faculty, Staff, and Campus Community
Spok EA Console Sentry	This system is an enhanced 911 solution that provides information about the location of the caller, to include the building and room number in which they are located. Campus law enforcement, safety personnel and telecommunications personnel receive a desktop and email notification when a 911 call is made from a campus landline phone.	Continuous	Students, Faculty, Staff, and University Partners
Camera System	CSU Pueblo has deployed just over 300 cameras that monitor buildings, parking areas and outdoor spaces.	Continuous	Students, Faculty, Staff, and Campus Community
Card Access System	CSU Pueblo has deployed a card access system in residence halls and many of our other buildings. The system enhances the security of these buildings by controlling access.	Continuous	Students, Faculty, Staff, and Campus Community
New Hire Orientation	The Director of Campus Safety & Emergency Management provides an overview of the mission and services of the Parking and Safety Office and the partnership with the Pueblo County Sheriff's Office.	Continuous	Employees
New Student Orientation	The Director of Campus Safety & Emergency Management, in partnership with the Pueblo County Sheriff's Office, participates in New Student Orientation, Family Orientation, and Discover Days for interested students and parents.	Beginning of Fall and Spring Semesters	Students and Parents

Residence Life and Housing Staff Training	The Director of Campus Safety & Emergency Management, in partnership with the Pueblo County Sheriff's Office, provides training to all Residence Life professional and student staff. This training includes safety tips, resources and crime reporting procedures.	Beginning of Fall Semester	Students and Employees
Operation Identification	This program involves the registering of valuable items with the Pueblo County Sheriff's Office at Colorado State University Pueblo. The Sheriff's Office keeps the record on file to be used for identification purposes should items be stolen or lost.	Continuous	Students, Faculty, and Staff
Active Shooter/Assailant Response Training	Director of Campus Safety and Emergency Management or Certified trainer from the Pueblo County Sheriff's Office presents information on situations that can occur on campus, in the workplace or in public.	Offered on Demand	Students, Faculty, Staff, and University Partners
Lighting Survey	Facilities personnel or building proctors/supervisors regularly survey outdoor lighting and address any concerns. Call (719)549-2211 to report lighting issues.	Continuous	Students, Faculty, Staff, and University Partners
Campus Safe Walk	A member of the CSU Pueblo community may call a deputy or Parking and Safety Officer to accompany them to a specific building or their vehicle.	Continuous	Students, Faculty, Staff, and University Partners
Rave Emergency Alert System	CSU Pueblo's system for alerting students, staff, faculty and university partners in the event of an emergency or threat on campus	Used as Needed	Students, Faculty, Staff, and University Partners
Residence Hall and Building Patrol	Patrols include Sheriff's Deputies patrolling in and around campus buildings	Continuous	Students, Faculty, Staff, and University Partners
Individual or Departmental Safety Consultation	Campus members are encouraged to contact the Director of Campus Safety and Emergency Management with any safety or security concerns by visiting the office or by calling (719)549-2373.	Continuous	Students, Faculty, Staff, and University Partners
Fire Extinguisher Training	This program teaches the fundamentals of the proper use of a fire extinguisher.	Offered on Demand	Students, Faculty, and Staff

SEX OFFENDER REGISTRY: Information about registered sex offenders enrolled, working, or volunteering at Colorado State University Pueblo may be obtained from the Pueblo County Sheriff's Office at CSU Pueblo in Administration 118 or (719) 549-2373. Additionally, information about registered sex offenders residing in Pueblo County is available at the Pueblo County Sheriff's Office Annex, 920 N. Main St., Pueblo, CO 81003 (719) 583-6400, or online at sotar.us. A list of registered sex offenders residing in the City of Pueblo can be found at the Pueblo Police Department's website, police.pueblo.us/p2c/sexoffenders.aspx. These lists include only those persons who have been required by law to register and who are in compliance with the sex offender registration laws.



PUEBLO POLICE



SOTAR

OPERATION ID: Allows students, faculty, or staff to register valuable items with the Pueblo County Sheriff's Office at Colorado State University Pueblo. The Sheriff's Office will keep the record on file to be used for identification purposes should the items be stolen. Items can be registered by obtaining a form from the Campus Sheriff's Office or online at: CSUPueblo.edu/campus-safety/sheriffs-office/operation-id.html



Additional information regarding crime prevention services can be found in the CSU Pueblo Student Pack Guide at <https://www.csupueblo.edu/campus-life/index.html>



How do we notify you of crime? There are policies, there are Clery Crimes and Definitions, there are Federally defined crimes and there are State of Colorado definitions, whether there are accompanying state crimes or not this report will report at least Clery Crimes as it relates to your safety.

Clery Crimes:

Crimes required by the Clery Act to be reported to the University community, including: criminal homicide (murder and negligent/non-negligent manslaughter); sex offenses (rape, fondling, incest, and statutory rape); robbery; aggravated assault; burglary; motor vehicle theft; arson; hate crimes (includes any of the above-mentioned crimes and any incidents of larceny-theft, simple assault, intimidation, or destruction, damage or vandalism of property that were motivated by bias); dating violence; domestic violence; and stalking.

Murder / Non-negligent manslaughter: The will (non-negligent) killing of one human being by another.

Manslaughter by Negligence: The killing of another person through gross negligence.

Sexual Assault (Sex Offenses): Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Any incident that meets the definition of rape, fondling, incest, or statutory rape is considered a sexual assault or sex offense under the Jeanne Clery Campus Safety Act.

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 person.

Fondling: Criminal Sexual Contact (NIBRS update 2025) The intentional touching of the clothed or unclothed body parts without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation. The forced touching by the victim of the actors clothed or unclothed body parts without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation. This offense includes instances where the victim is incapable of giving consent because of age or incapacity due to temporary or permanent mental or physical impairment or intoxication for the purpose of sexual degradation, sexual gratification, or sexual humiliation.

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 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: Willful or malicious burning or attempt to burn with or without intent to defraud a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

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

If a hate crime the following crimes must be included: Murder and non-negligent murder, Sex Offenses including rape, incest, fondling, statutory rape, Robbery, Burglary, Motor Vehicle Theft, Arson, Larceny- Theft, Simple Assault, Intimidation, Destruction / Damage / Vandalism of property.

Violence Against Women Act (VAWA)

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.

Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; or by a person with whom the victim shares a child in common; or by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; or by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the state of Colorado; or by any other person against an adult or youth victim who is protected from that persons acts under the domestic or family violence laws in the state of Colorado in which the crime of violence occurred.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.

Arrests: Persons processed by arrest, citation, or summons (WEAPONS LAW VIOLATIONS, DRUG ABUSE VIOLATIONS and LIQUOR LAW VIOLATIONS)

Referred for Campus Disciplinary Action: This is the referral of any person to any campus official who initiates a disciplinary action of which record is kept, and which may result in the imposition of a sanction for the following:

Weapons (Carrying, Possessing, etc.): The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons * and all other weapons as defined by the state of Colorado including electronic, chemical (natural or otherwise) or impact weapons of any kind.

Drug Abuse Violation: The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacturing, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making narcotic drugs. The relevant substances include (but are not limited to): opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana, synthetic narcotics – manufactured narcotics which can cause true addiction (Demerol, methadone) and dangerous non-narcotic drugs (barbiturates, Benzedrine) * In the state of Colorado no smoking of any kind is allowed on campus (25-14-103.5 CRS) so for this purpose tobacco and retail marijuana, nicotine and THC and/or all vapor delivery systems and/or paraphernalia are prohibited. Discerning exact chemical compound ingredients is not performed necessarily in all cases, therefore a referral for discipline is considered for statistical reasons.

Liquor Law Violations: The violation of state or local laws or ordinances prohibiting manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence or drunkenness.

We will not count referrals based solely on institutional policy where there is no alleged violation of law.

Daily Crime Log: A log maintained by the Colorado State University Pueblo Department of Campus Safety and Emergency Management (AKA Campus Safety) of alleged criminal incidents that are reported to Campus Safety. Incidents are recorded in the daily crime log with the date and time the alleged crime is reported, the date and time the alleged crime occurred, the nature of the alleged crime and its general location. The daily crime log can be viewed at the Campus Safety website or in-person at the Campus Safety – Pueblo County Sheriff’s Office Campus Location, located in Administration Building, Room 118.

Daily Fire Log: A log maintained by the Colorado State University Pueblo Department of Campus Safety and Emergency Management of all reported fires, with the following information: date the incident was reported; time and date of the incident; nature of the fire, and general location. The daily fire log can be viewed at the Campus Safety – Pueblo County Sheriff’s Office Campus Location, located in Administration Building, Room 118.

The Crime and Fire Log are for crimes, fires and emergency responses to the Clery Geography (refer to the map of Clery Geography) which include all crimes reported to the Pueblo County Sheriff’s Office Campus Deputies, Campus Security Authorities officially through Campus Safety and other official crime reporting organizations / groups if applicable. The Crime and Fire Log reports all crime as reported. Common language is used to describe Nature of the Crime, General Location and disposition. Date and time occurred, and date and time reported will be documented if known.

The Crime and Fire Log is distinctly different than the Pueblo County Sheriff’s Activity Log, both are available for inspection in the Campus Safety Office located in the Administration Building Room 118 or on the website under Campus Safety. Reported crimes can come from several sources which will be reflected on the Crime and Fire Log. Crime and Fire Log information can be derived from the Pueblo County Sheriff’s Office Activity Log, Campus Security Authorities, The Office of Civil Rights Compliance and Title IX, Student Discipline, other local law enforcement and statistical gathering points. The Crime and Fire Log is not exclusive for “Clery Crimes”. The Crime and Fire Log disclose specific information about criminal incidents, not crime statistics. The hierarchy rule does not apply to the Crime and Fire Log all offenses are attempted to be illustrated by the Crime and Fire Log.



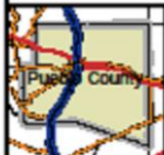
CSU-Pueblo Clery Map



Legend

CSU-Pueblo Clery Area Map

- CSU Pueblo Property - Clery Reportable
- CSU Pueblo Football Stadium - Clery Reportable
- Public Property - Clery Reportable
- Other Property, Clery Reportable



1:10,554 1 inch = 880 feet

0 265 530 1,060 1,590

Feet

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 For: J. Hall, County Commissioner and GIS Manager
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 Date of Preparation: Dec 18, 2014

Law and Policy Definitions

The Colorado criminal law definitions of sexual assault, domestic violence, and stalking may be different from some of the definitions used in University policies. Colorado criminal law does not define dating violence. Reproduced below are the relevant sections of the Colorado Criminal Code.

Stop Campus Hazing Act

Colorado State University Pueblo holds no higher value than the safety and wellbeing of its students. Nationwide, hazing in higher education is recognized as an injurious practice that should not be tolerated.

In 2024, the United States Congress enacted the Stop Campus Hazing Act, 138 Stat. 2597, Public Law No. 118-173 (12/23/2024) ("SCHA"), requiring higher education institutions to adopt and publish policies prohibiting hazing on campus, and to report hazing incidents along with crime statistics in its annual Clery Act security report. In addition, Colo. Rev. Stat. § 18-9-124 makes hazing, as defined in that statute, a criminal offense.

This policy is adopted in compliance with the SCHA and Colorado law.

All persons subject to the jurisdiction and authority of CSU Pueblo ("University") to impose disciplinary measures, including, but not limited to, students, student organizations, faculty, staff, volunteers, and affiliates, are subject to this policy.



State of Colorado

18-9-124. Hazing - penalties - legislative declaration.

CO - Colorado Revised Statutes Annotated C.R.S. 18-9-124

Title 18. Criminal Code > Article 9. Offenses Against Public Peace, Order, and Decency > Part 1. Public Peace and Order

(1) (a) The general assembly finds that, while some forms of initiation constitute acceptable behavior, hazing sometimes degenerates into a dangerous form of intimidation and degradation. The general assembly also recognizes that although certain criminal statutes cover the more egregious hazing activities, other activities that may not be covered by existing criminal statutes may threaten the health of students or, if not stopped early enough, may escalate into serious injury. (b) In enacting this section, it is not the intent of the general assembly to change the penalty for any activity that is covered by any other criminal statute. ...

... C.R.S. 18-9-124 Colorado Hazing - penalties - legislative declaration. 18-9-124. (1) (a) The general assembly finds that, while some forms of initiation constitute acceptable behavior, hazing sometimes degenerates into a dangerous form of intimidation and degradation. The general assembly also recognizes that although certain criminal statutes cover the more egregious..... hazing activities, other activities that may not be covered by existing criminal statutes may threaten the health of students or, if not stopped early enough, may escalate into serious injury. (b) In enacting this section, it is not the intent of the general assembly to change the penalty for any activity that is covered by any other criminal..... statute. It is rather the intent of the general assembly to define hazing activities not covered by any other criminal statute. (2) As used in this section, unless the context otherwise requires: (a) "Hazing" means any activity by which a person recklessly endangers the health or safety of or causes a risk of bodily injury to an individual for purposes of..... any student organization; except that "hazing" does not include customary athletic events or other similar contests or competitions, or authorized training activities conducted by members of the armed forces of the state of Colorado or the United States. (b) "Hazing" includes but is not

limited to: (I) Forced and prolonged physical activity; (II) Forced consumption of any food..... substance not generally intended for human consumption; (III) Prolonged deprivation of sleep, food, or drink. (3) It shall be unlawful for any person to engage in hazing. (4) Any person who violates subsection (3) of this section commits a class 2 misdemeanor. Hierarchy Notes: C.R.S. Title 18 C.R.S. Title 18, Art. 9 Source: L. 99: Entire section added, p. 352, § 1, effective July...

Consent – Colorado Revised Statute § 18-3-401

(1.5) “Consent” for sexual activity means cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act. A current or previous relationship shall not be sufficient to constitute consent. Submission under the influence of fear shall not constitute consent.

Sexual Assault – Colorado Revised Statute § 18-3-402

1. Any actor who knowingly inflicts sexual intrusion or sexual penetration on a victim commits sexual assault if:
 - a. The actor causes submission of the victim by means of sufficient consequences reasonably calculated to cause submission against the victim’s will; or
 - b. The actor knows that the victim is incapable of appraising the nature of the victim’s conduct; or
 - c. The actor knows that the victim submits erroneously, believing the actor to be the victim’s spouse; or
 - d. At the time of the commission of the act, the victim is less than fifteen years of age and the actor is at least four years older than the victim and is not the spouse of the victim; or
 - e. At the time of the commission of the act, the victim is at least fifteen years of age but less than seventeen years of age and the actor is at least ten years older than the victim and is not the spouse of the victim; or
 - f. The victim is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over the victim and uses this position of authority to coerce the victim to submit, unless the act is incident to a lawful search; or
 - g. The actor, while purporting to offer a medical service, engages in treatment or examination of a victim for other than bona fide medical purposes or in a manner substantially inconsistent with reasonable medical practices; or
 - h. The victim is physically helpless and the actor knows the victim is physically helpless and the victim has not consented.

Unlawful Sexual Contact – Colorado Revised Statute § 18-3-404

1. Any actor who knowingly subjects a victim to any sexual contact commits unlawful sexual contact if:
 - a. The actor knows that the victim does not consent; or
 - b. The actor knows that the victim is incapable of appraising the nature of the victim’s conduct; or
 - c. The victim is physically helpless, and the actor knows that the victim is physically helpless and the victim has not consented; or
 - d. The actor has substantially impaired the victim’s power to appraise or control the victim’s conduct by employing, without the victim’s consent, any drug, intoxicant, or other means for the purpose of causing submission; or
 - e. Repealed.
 - f. The victim is in custody of law or detained in a hospital or other institution and the actor has supervisory or disciplinary authority over the victim and uses this position of authority, unless incident to a lawful search, to coerce the victim to submit; or
 - g. The actor engages in treatment or examination of a victim for other than bona fide medical purposes or in a manner substantially inconsistent with reasonable medical practices.

(1.5) Any person who knowingly, with or without sexual contact, induces or coerces a child by any of the means set forth in section 18-3-402 to expose intimate parts or to engage in any sexual contact, intrusion, or penetration with another person, for the purpose of the actor’s own sexual gratification, commits unlawful sexual contact. For the purposes of this subsection (1.5), the term “child” means any person under the age of eighteen years.

Domestic Violence – Colorado Revised Statute § 18-6-800.3 (1)-(2)

Domestic violence means an act or threatened act of violence upon a person with whom the actor is or has been involved in an intimate relationship. Intimate relationship means a relationship between spouses, former spouses, past or present unmarried couples, or persons who are both the parents of the same child regardless of whether the persons have been married or have lived together at any time. Domestic violence also includes any other crime against a person, or against property, including an animal, or any municipal ordinance violation against a person, or against property, including an animal, when used as a method of coercion, control, punishment, intimidation, or revenge directed against a person with whom the actor is or has been involved in an intimate relationship. (Note: in Colorado, “dating violence” is included with the broader definition of domestic violence).

Stalking – Colorado Revised Statute § 18-3-602 (1)(a)-(c)

A person commits stalking if directly, or indirectly through another person, the person knowingly:

- a. Makes a credible threat to another person and, in connection with the threat, repeatedly follows, approaches, contacts, or places under surveillance that person, a member of that person’s immediate family, or someone with whom that person has or has had a continuing relationship; or
- b. Makes a credible threat to another person and, in connection with the threat, repeatedly makes any form of communication with that person, a member of that person’s immediate family, or someone with whom that person has or has had a continuing relationship, regardless of whether a conversation ensues; or
- c. Repeatedly follows, approaches, contacts, places under surveillance, or makes any form of communication with another person, a member of that person’s immediate family, or someone with whom that person has or has had a continuing relationship in a manner that would cause a reasonable person to suffer serious emotional distress and does cause that person, a member of that person’s immediate family, or someone with whom that person has or has had a continuing relationship to suffer serious emotional distress. For purposes of this paragraph (c), a victim need not show that he or she received professional treatment or counseling to show that he or she suffered serious emotional distress.

Rights of Victims and the Institution’s Responsibilities for Orders of Protection, “No Contact” Orders, Restraining Orders, or Similar Lawful Orders Issued by a Criminal, Civil, or Tribal Court or by the Institution.

CSU Pueblo complies with Colorado law in recognizing orders of protection by registering them with the Pueblo County Sheriff’s Office at CSU Pueblo, and by assisting petitioners in the event of violations of such order.

Any person who obtains an order of protection from any valid jurisdiction should provide a copy to the Pueblo County Sheriff’s Office at CSU Pueblo. A complainant may then meet with CSU Pueblo’s Director of Campus Safety and Emergency Management and the Pueblo County Sheriff’s Office at CSU Pueblo to develop a Safety Plan to reduce risk of harm while on campus or coming and going from campus.

CSU Pueblo can issue an institutional No Contact order on behalf of a complainant or a respondent, but cannot apply, on behalf of the complainant nor the respondent, for a legal order of protection, no contact order or restraining order from any legal applicable jurisdiction.

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 accused violator (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order.

Sexual Harassment – including Sexual Assault, Domestic Violence, Dating Violence and Stalking

CSU Pueblo is committed to equal educational and employment opportunities, and to the elimination of all forms of Sexual Harassment, including sexual assault, domestic violence, dating violence and stalking. Furthermore, CSU Pueblo is committed to maintaining respectful, safe, and nonthreatening educational, working, and living environments. CSU Pueblo prohibits any conduct that constitutes Sexual Harassment, including sexual assault, domestic violence, dating violence and stalking.

Definitions

WHAT IS SEXUAL HARASSMENT UNDER CSU PUEBLO POLICY?

Sex-Based Harassment – A form of Sex Discrimination, this means Harassment on the basis of a person's sex including, but not limited to:

Quid Pro Quo Harassment: An employee, agent, or other person authorized by the University to provide an aid, benefit, or service under an Education Program or Activity of the University, explicitly or impliedly conditioning the provision of such an aid, benefit, or service on a person's participation in unwelcome sexual conduct.

Hostile Environment Harassment: Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from a university Education Program or Activity.

Specific Offenses: Sexual Assault, Intimate Partner Violence and Sexual Exploitation are all considered Sex-Based Harassment –
NOTE - Sexual Exploitation is not a Clery reportable crime.

Intimate Partner Violence: Collectively refers to Dating Violence, Domestic Violence, or Stalking

WHAT IS DOMESTIC VIOLENCE UNDER CSU PUEBLO POLICY?

Domestic Violence – means committing a felony or misdemeanor crime under the law of the jurisdiction where it occurred, by a person who:

Is a current or former spouse or intimate partner of the victim under the domestic violence laws of Colorado, or a person similarly situated to a spouse of the victim;

Is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;

Shares a child in common with the victim; or

Commits acts against a youth or adult victim who is protected from those acts under the domestic violence laws of Colorado.

WHAT IS DATING VIOLENCE UNDER THE CSU PUEBLO POLICY?

Dating Violence - The term "dating violence" means an act or threatened act of violence upon a person who has been in a social relationship of a romantic or intimate nature with the victim. Whether there was a romantic or intimate relationship will be gauged by the length of the relationship, the type of relationship, and frequency of interaction between the persons involved in the relationship. Dating Violence does not include acts covered under the definition of Domestic Violence.

WHAT IS STALKING UNDER CSU PUEBLO POLICY?

Stalking – The term "stalking" means:

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.

Directly, or indirectly through another person, or by electronic means, knowingly making a credible threat to another person and, in connection with the threat, repeatedly following, approaching, contacting, placing under surveillance, or communicating with that person, a member of that person's immediate family, or someone with whom that person has or has had a continuing relationship.

WHAT IS SEXUAL ASSAULT UNDER CSU PUEBLO POLICY?

Sexual Assault:

Non-consensual sexual contact, and any offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation, which include forcible rape, forcible sodomy, sexual assault with an object, forcible fondling, incest, and statutory rape.

WHAT TO DO IF THIS HAS OCCURRED TO YOU OR SOMEONE YOU KNOW?

At any time, any person may report Sexual Harassment, which includes Sexual Assault, Domestic Violence, Dating Violence and Stalking (whether or not the person reporting is the person alleged to be the victim of Sexual Harassment, in person, by mail, by telephone, or by electronic mail to the Director of Civil Rights Compliance & Title IX Coordinator, or by any other means that results in the Director of Civil Rights Compliance & Title IX Coordinator receiving the person's verbal or written report.

All university employees have an obligation to report any known or suspected alleged sexual harassment to the Director of Civil Rights Compliance & Title IX Coordinator. Upon receiving a report of alleged Sexual Harassment, the Director of Civil Rights Compliance & Title IX Coordinator will promptly 1) Inform the Complainant of the method for filing a Formal Complaint; 2) Inform the Complainant of the availability of Supportive Measures with or without the filing of a Formal Complaint; and 3) Offer Supportive Measures to the Complainant, the Respondent, or both.

If an individual wishes to report an allegation or concern to law enforcement, and the alleged incident occurred on the University's Pueblo Campus, the individual can report to:

Pueblo County Sheriff's Office, at the following:
Pueblo County Sheriff's Office
Administration Building 118
(719) 549-2373 – non-emergency number

If an individual wishes to report an allegation or concern to law enforcement, and the alleged incident occurred off of the University's Pueblo campus but in the City of Pueblo, including the privately owned property surrounding the University's campus, the individual can report to the City of Pueblo Police Department at the following:

Pueblo Police Department
200 South Main Street
Pueblo, Colorado 81003
(719) 553-2538 – non-emergency number

If an individual wishes to report an allegation or concern to law enforcement, and the alleged incident occurred at the CSU Pueblo, Pikes Peak State College location, the individual can report to the Pikes Peak State College Campus Police at the following:

Pikes Peak State College Campus Police
(719) 502-2900 – non-emergency number

If an individual wishes to report an allegation or concern to law enforcement, and the alleged incident occurred at the CSU Pueblo, Sturm Collaboration Campus location, the individual can report to the Arapahoe Community College Campus Police at the following:

Arapahoe Community College Campus Police
(303)797-5800- non-emergency number

If an individual wishes to report an allegation or concern to law enforcement, and the alleged incident occurred at the CSU Pueblo, Walsenburg Campus, the individual can report to the Huerfano Sheriff's Office at the following:

Huerfano County Sheriff's Office
(719)738-1044- non-emergency number

Contact information for law enforcement agencies in other jurisdictions where the University has physical operations can be found under the reporting tab on the Human Resources and Office of Civil Rights Compliance & Title IX webpage at CSUPueblo.edu/hr.



It is important to preserve evidence if a student or employee has been a victim of any of these crimes. The preservation of evidence will help prove the crime occurred and also may help obtain a restraining order from the Courts, if necessary. The student or employee should preserve any text messages, pictures, voice messages, call logs, clothing, or other items that may have been involved in the crimes. If they have text messages or electronic communications, they should take a “screen capture” or print out a copy of the electronic evidence in case the device becomes damaged or destroyed. When saving text messages or any electronic communications, they should remember to save it in a format that shows the timestamp for the communication. All items should be given to law enforcement.

An individual who wishes to make a report to law enforcement regarding an alleged sexual assault may ask to have a forensic examination by a trained medical professional, such as a Sexual Assault Nurse Examiner (“SANE”) for the purposes of preserving evidence. It is important for the preservation of evidence for a person to refrain from showering, washing clothes or placing them in a plastic bag, or otherwise altering the physical status until after they have contacted law enforcement or had an exam.

Colorado law allows for an individual to have undergone a forensic exam without any identifying information being turned over to law enforcement.

If a student or employee reaches out to Juniper Southern Colorado (Juniper), Juniper can assist with reporting the crime to law enforcement or to the Office of Civil Rights Compliance & Title IX. Juniper can be contacted by calling their 24/7 hotline at (719) 549-0549. Juniper can also and will provide a trained advocate to accompany the individual to the hospital, as well as connect them with additional support resources. A Community Organization for Victim Assistance (ACOVA), available at (719) 583-6250, also provides advocates who can support individuals through the reporting process with law enforcement or accompany them to the hospital for a forensic medical exam. Parkview Medical Center, located at 400 W. 16th St., Pueblo, CO 81003, offers access to Sexual Assault Nurse Examiners (SANE) who are trained to conduct forensic exams, preserve evidence, and provide necessary medical care.

Important Information to Know

Process

The University will provide a fair and equitable process that will include an opportunity for informal resolution in all matters except for an allegation of Sexual Harassment between a student and an employee. Informal resolution can only be undertaken if voluntary and agreed to by both parties. If the informal resolution process does not resolve the matter, or if no informal resolution occurs, then a formal resolution process (grievance process) will be followed. The University will provide a grievance procedure for students and employees consistent with the Title IX regulations, and such procedures will treat the Complainant and the Respondent(s) equitably. The formal resolution process may occur through the investigation process or may include a live hearing if a student is the Complainant or Respondent. At a live hearing, the Parties will have the right to an advisor, there may be cross examination by the advisor of the Parties and witnesses, and relevancy determination of questions asked during the hearing will occur by the Decision Maker. Upon a finding through the investigation process or after the hearing, the Parties will have the right to appeal. The burden of proof is on the University to prove by a preponderance of the evidence that a violation of this policy has occurred.

Supportive Measures

The Director of Civil Rights Compliance & Title IX Coordinator will ensure that supportive measures are offered to the Complainant and/or the Respondent(s) as appropriate, as reasonably available, and without fee or charge to the Complainant or the Respondent(s). These include information about an individual’s right to file criminal charges, as well as the availability of

counseling, health, mental health, victim advocacy, and other services on and/or off the campus, and additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, and working accommodations, if reasonably available. CSU Pueblo will make such accommodations, if the complainant requests them and if they are reasonable, regardless of whether the victim chooses to report the crime to campus or local law enforcement. Either Party may seek a reversal or modification of a Supportive Measure applicable to them.

The purpose of Supportive Measures is to restore or preserve equal access to the University's Education Program or Activity without unreasonably burdening any Party. Supportive Measures include measures designed to protect the safety of all Parties or the Institution's educational environment, as well as measures designed to deter Sexual Harassment. Supportive Measures may include, but are not limited to:

- a. Counseling
- b. Extensions of deadlines or other course-related adjustments
- c. Modifications of work or class schedules
- d. Campus escort services
- e. Mutual restrictions on contact between the Parties
- f. Changes in work or housing locations
- g. Leaves of absence
- h. Increased security and monitoring of certain areas of the campus
- i. Other similar measures

Supportive Measures do not include disciplinary sanctions. The formal resolution process must be completed before disciplinary sanctions may be imposed on a Respondent(s). However, the University may remove a Student Respondent(s) from its Education Program or Activity on an emergency basis if the appropriate University committee does the following:

- a. Undertakes an individualized safety and risk analysis;
- b. Determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sex-Based Harassment justifies removal; and
- c. Provides the Respondent(s) with notice and an opportunity to challenge the decision immediately following the removal.

The University may place a non-student employee Respondent(s) on administrative leave during the pendency of the formal resolution process.

The University will maintain as confidential any Supportive Measures provided to the Complainant or Respondent(s), to the extent that maintaining such confidentiality would not impair the ability of the University to provide the Supportive Measures. Director of Civil Rights Compliance & Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

Also, the University will abide by the terms of a validly issued protection order. ACOVA (whose contact information is below) can assist you with requesting a protection order through the county courts. Information on protection orders and ACOVA's protection order clinic is also available on ACOVA's website at <https://www.pueblosheriff.com/173/Victim-Assistance---Protection-Orders>.



Important Tips to Preserve Evidence

Hospital staff can collect evidence, check for injuries, and address the possibility of exposure to sexually transmitted infections. If clothing has been changed since the assault, the clothing worn at the time of the assault should be brought to the hospital in a clean, sanitary container such as a clean paper grocery bag or wrapped in a clean sheet (plastic containers do not breathe and may render evidence useless). Otherwise, a change of clothing should be brought to the hospital, as the

clothing being worn may be kept as evidence. The area where the assault occurred should remain undisturbed—leave all sheets, towels, etc. that may bear evidence for law enforcement to collect.

The private nature of information provided to the Office of Civil Rights Compliance & Title IX and the University regarding an allegation of Sexual Harassment, including sexual assault, domestic violence, dating violence or stalking will be accorded the utmost respect. Identifiable information is not shared except to investigate or resolve an allegation of prohibited conduct, in order to comply with the law, or to the extent necessary to provide accommodations or supportive measures.

Accommodations or supportive measures related to living arrangements, class modifications, employment duties, and other situations will be discussed only with necessary personnel at the University and with the goal of keeping the information as private as possible given the circumstances.

The University has federal reporting obligations under the Clery Act, including the obligation to provide, publicly, statistics or timely warnings regarding certain reported crimes. The University will not include a Complainant's name or other identifying information in publicly available reports or timely warnings, as proscribed by the Clery Act.

The University recognizes that an individual may wish to further maintain their confidentiality beyond the scope described above. As such, the Director of Civil Rights Compliance & Title IX Coordinator, or designee, will respectfully consider all requests by an alleged victim: that identifying information not be shared with the other party; that the alleged prohibited conduct not be investigated by the University; or to not participate in an investigation by the University. The University also recognizes that it has an obligation to provide a safe environment for all University Members, that the campus community be free from Sexual Harassment, including sexual assault, domestic violence, dating violence or stalking. A request for additional privacy may severely limit the University's ability to provide a safe environment freely from prohibited conduct, investigate the allegations, and pursue disciplinary action against an individual, if warranted. Therefore, there may be circumstances in which the University cannot honor a request for further privacy in light of the University's obligation to provide a safe and non-discriminatory environment for all University Community Members.

CSU Pueblo will, upon written request, disclose to the alleged victim of a crime of violence, or a 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.

Important Numbers to Report and/or Receive Services Related to Sexual Assault, Intimate Partner Violence and Stalking

Emergency - 911

On-Campus Services

Pueblo County Sheriff's Office	(719) 549-2373
Office of Civil Rights Compliance & Title IX Coordinator	(719) 549-2210
Student Counseling Center	(719) 549-2838
Wolf Pack Wellness Center	(719) 549-2830

Off-Campus Services

Pueblo Police Department	(719) 553-2502
Castle Rock Police Department	(303) 663-6100
El Paso County Sheriff's Office	(719) 520-7100
Juniper Southern Colorado	(719) 549-0549
Parkview Medical Center	(719) 584-4400
National Sexual Assault Hotline	(800) 656-4673
ACOVA	(719) 583-6250
Colorado Legal Services	(719) 545-6708
Huerfano County Sheriff's Office	(719) 738-1044
Mariposa Center for Safety	(719) 545-8195

Educational Programs for Sex-Based Harassment, including Sexual Assault, Dating Violence, Domestic Violence & Stalking Awareness

The Office of Civil Rights Compliance & Title IX, in conjunction with its campus and community partners, offers a variety of training and educational programs throughout the year to students, faculty, and staff regarding topics such as, but not limited to a description of the conduct prohibited by the University's Policy on Discrimination, Protected Class Harassment (Including Title IX) and Retaliation; the procedures used to address and resolve alleged violations of the University's Policy on Discrimination, Protected Class Harassment (Including Title IX) and Retaliation; the definitions of dating violence, domestic violence, sexual assault, stalking, and consent (in relation to sex-based offenses) under Colorado criminal law; descriptions of safe and positive options for bystander intervention; and information on risk reduction.

All incoming students (either first-year or transfer) are required to participate in orientation. This orientation includes a recorded video of the University's Director of Civil Rights Compliance & Title IX Coordinator discussing the above topics, as well as providing an overview of the Office of Civil Rights Compliance & Title IX. Furthermore, all incoming students are offered to complete an online training program covering topics to include sexual assault prevention, Sexual Harassment prevention, and bystander intervention. Other online training programs may be added as deemed necessary by the Director of Civil Rights Compliance & Title IX Coordinator.

In addition to the online training, new student athletes receive as part of their orientation to campus, the Director of Civil Rights Compliance & Title IX Coordinator also provides in-person training to all student athletes regarding the University's policies and procedures, prohibited conduct, bystander intervention, and risk reduction. These interactive presentations address topics such as healthy masculinity and challenge student athletes to question their perceptions around sexual misconduct, intimate partner violence, and stalking.

All faculty and staff, including student employees, are required to complete annual training online on Sex-Based discrimination including Sex-Based Harassment. This training includes information regarding how to respond when a student reports an allegation of prohibited conduct, as well as recognizing prohibited conduct when it presents itself. This training reaffirms their responsibility to report allegations of misconduct, as well as the importance of maintaining the private nature of allegations. Certain employees, including, but not limited to, coaches, athletics personnel, residence life professional staff, and residence life paraprofessional staff receive additional, focused training regarding issues related to sex-based harassment that are unique or germane to their roles on campus. Furthermore, the Director of Civil Rights Compliance & Title IX Coordinator, upon request, may provide targeted in-person training to administrative and academic offices.

During the academic year, Juniper Southern Colorado may visit campus and provide information to the campus community regarding their services, sexual assault, and the power dynamics often underlying sexual assault.

Throughout the year, educational programs on preventing and responding to sexual assault, intimate partner violence, stalking and healthy relationships are presented in the residence halls, and educational programs and information tables are available throughout the year in various campus locations. Similarly, bystander intervention training is provided throughout the year in varied formats. Topics include generalized information and definitions, scenarios, questions, action steps, and available resources. Students are provided with examples of when and how to intervene in various situations.

For matters addressed through Formal Complaint Process, upon exhaustion of all appeals, or if no appeals are filed in a timely manner, the Director of Civil Rights Compliance & Title IX Coordinator, or designee, shall provide simultaneous written notice to the Complainant and Respondent that the results of the Formal Complaint Process are final.

Alcohol and Other Drug Prevention Programs

The University is dedicated to providing a safe and healthy environment for students to complete their educational goals without the burden of problematic or illegal use of alcohol or other drugs. The Alcohol and Other Drug Prevention Program works with individual students, small groups, and the campus and surrounding community to provide individually tailored, evidence-based prevention education and behavioral interventions. The Alcohol and Other Drug Policy is enforced by the Pueblo County's Sheriff's Office and the Division of Student Affairs.

The program also provides individual assessment and wellness services that help the student address alcohol and other drug use and/or abuse. Individuals can receive a free assessment, access to free education/behavioral intervention, and referral to additional options on campus and off campus.

Some students may be mandated to complete an assessment and educational intervention track with the Health and Well-Being Manager as a result of violating the Alcohol and Other Drug Policy. More information about the University's drug and alcohol education programs can be found in the 2023 Drug Free Schools and Communities Act Biennial Review notification at:

<https://www.csupueblo.edu/health-education-and-prevention/doc/biennial-review.pdf>



Health Education and Prevention (HEP) provide prevention education, healthy living, and learning opportunities in order to sustain a wellness-focused environment that further develops academics and success for students at Colorado State University Pueblo. HEP works with individual students, small groups, the campus and surrounding community to provide individually tailored, evidence-based prevention education and behavioral interventions.

Drug-Free Workplace Statement

In 1988, Congress enacted the Drug-Free Workplace Act. This law requires employers who contract with or receive grants from federal agencies to certify that they will meet certain requirements for providing a "Drug-free workplace." Colorado State University Pueblo intends to comply with all provisions of the Act. The University has chosen to adopt the State's policy with regard to substance abuse. This policy, known as the "Substance Abuse Policy" states:

"Colorado State University Pueblo has a vital interest in maintaining a safe, healthful and efficient working environment for its employees, (students) and the public. Employees impaired by alcohol or other drugs during working hours may pose safety and health risks, not only to themselves, but to others."

Therefore, to ensure a safe working environment, it is the policy of Colorado State University Pueblo that use of alcohol, other drugs, or controlled substances during work hours is prohibited. Likewise, it is the policy of Colorado State University Pueblo that illegal possession, manufacture, use, sale, or transfer of a controlled substance on state property or during work hours by its employees is prohibited. Violations of this policy will be cause for corrective or disciplinary actions up to and including termination.

Colorado State University Pueblo has in place a drug awareness program which has been designed to inform students and employees about the dangers of drug abuse available on the HR Website at <http://www.csupueblo.edu/hr/policies>. As a condition of employment, the employee will:

- (1) abide by the terms of this statement.
- (2) notify the University of any Criminal Drug Statute Conviction for a violation occurring in the workplace no later than five days after such conviction.

Employees who would like more information on counseling, rehabilitation, and/or employee assistance programs are encouraged to contact the Director of Human Resources at extension 2441. All such inquiries will be handled in the strictest confidence consistent with Federal/State/University Regulations and policies. Information is also available on the HR Website at www.csupueblo.edu/hr.

A copy of the law, including a list of controlled substances, is available for review in the Human Resources Office. For further information, please contact this office at extension 2441.

Call (719) 549-2121 to schedule an appointment with the Health and Well-Being Manager.

PURSUANT TO FEDERAL LAW, THE POSSESSION, USE, OR SALE OF MARIJUANA ARE PROHIBITED ON CAMPUS. ALTHOUGH COLORADO LAW ALLOWS THE USE OF MARIJUANA, NO PERSON MAY USE OR POSSESS MARIJUANA ON CAMPUS PROPERTY. POSSESSING A MEDICAL MARIJUANA CARD/LICENSE DOES NOT CREATE AN EXCEPTION.

Missing Student Policy



The Missing Student Policy has been established to address missing student notification for university students living in university owned or leased housing and to identify procedures that University will follow if any of those students are determined to be missing for 24 hours.

All concerns of a possible missing student should be immediately reported to ANY of the following:

The Pueblo County Sheriff's Office at CSU Pueblo at (719) 549-2373
The Vice President of Student Affairs at (719) 549-2586
The Professional Staff on-call at (719) 549-2601

Upon receiving a report of a missing student, the aforementioned individual must immediately notify the Pueblo County Sheriff's Office at the University by calling (719) 549-2373. In all emergencies we recommend calling the sheriff's office directly or dialing 911.

Every student who resides in on-campus housing shall have the option to identify an individual that needs to be contacted by the University in the event that the student is determined missing. That contact information will be kept confidential and accessible only to authorized campus officials. The University may only disclose confidential contact information to law enforcement officials for the purpose of a missing student investigation. If a missing student is under the age of 18 and is not emancipated, the University must notify the student's parent or guardian as soon as reasonably possible.

Upon receiving information that a student may be missing, the Pueblo County Sheriff's Office at the University will begin an investigation to determine whether the student is missing and may contact the student's confidential contact person as part of the investigation.

Once it has been determined that a student living in university owned or leased housing has been missing for 24 hours, the University will notify the student's confidential contact person within 24 hours; however, the University may act sooner. If the missing student is under the age of 18 and is not an emancipated individual, the University will notify the custodial parent or legal guardian as soon as reasonably possible.

How to Be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. Individuals who observe violence or witness the conditions that perpetuate violence but are not directly involved have the choice to intervene, speak up, or do something about it. Several members of Campus Security Authorities and Responsible Authorities received specific “Green Dot” Instruction in 2025. We anticipate teaching this discipline in bystander activity to a large swath of Colorado State University students and employees.

The CSU Pueblo promotes a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Active bystanders may not know what to do even if they want to help.

Below are some suggestions

If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.

Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.

Speak up when someone discusses plans to take sexual advantage of another person.

Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.

Refer people to on- or off-campus resources such as this document for support in health, counseling, or legal assistance.

Risk Reduction

While the only person responsible for a crime of violence is the one who commits the crime (and never the victim), the following is a list of some strategies that may assist in reducing one’s risk (taken from Rape, Abuse, & Incest National Network, 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 like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it isn’t the best place to be.
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 money.
7. Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
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. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
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. 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.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - a. Recognize 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. Make up a reason to leave, rather than stay and be uncomfortable, scared, or worse. For example, you could say you need to take care of a friend or family member, or that you are not feeling well, or must be somewhere else.
16. Make an escape plan for how to make a quick exit. Take note of other exits/entrances and whether there may be people or other emergency services nearby. 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?
17. 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.

Fire Safety

Reporting a Fire

If any person sees a fire in progress, the person should immediately call 911. If a person is aware of a fire that occurred anywhere on campus, the person should report that incident to the Pueblo County Sheriff's Office at CSU Pueblo, (719) 549-2373.

Evacuation Procedure

When an alarm sounds, all persons' should immediately begin to evacuate the building and take the following measures:

- Leave the room immediately.
- Close the room door.
- Walk quietly and quickly to the nearest exit. Do not use the elevators.
- Remain outside until the signal is given to return to their room.

All persons' are required to obey all fire regulations. A person who fails to evacuate a residence hall when an alarm sounds will be subject to disciplinary action. Residence Hall staff, CSU Pueblo Sheriff's staff, other appropriate University staff and the Pueblo Fire Department reserve the right to enter student rooms to locate the source of any potential fire or smoke hazard and to ensure that everyone has evacuated that building.

Fire Protection Services

Fire protection for the Colorado State University Pueblo campus is provided by the Pueblo City Fire Department. All Pueblo City Firefighters carry a minimum Firefighter 1 designation. Additionally, at least one member of each engine company is certified as an EMT Paramedic. More information on the Pueblo Fire Department may be accessed at:

pueblo.us/index.aspx?NID=235



Fire Suppression and Detection Systems

A fire alarm system is available in each on-campus residence hall that includes Crestone, Culebra, and Greenhorn halls. Each building and its corresponding fire alarm system contains a Siemens' main control panel and initiating and notification devices. Examples of initiating devices are: smoke detectors, heat detectors, pull stations, and fire sprinkler control valves.

Examples of notification devices are: horns, strobes, and speakers. In addition to monitoring the status of these devices, it also monitors the status of field wiring, annunciators, back-up batteries, and internal operations. When a condition occurs from any one of these devices or a problem is detected within the control panel itself, the main control panel transmits a signal—alarm, trouble, or supervisory—to a Digital Alarm Communicator Transmitter located at the Heating Plant.

Fire Suppression and Detection Systems						
Building	Fire Alarm	Room Detection	Room Detection Reporting	Central Station Reporting	Automatic Sprinkler System	Stand Pipes
Culebra Hall	Yes	Yes	No	Yes	Yes	Yes
Crestone Hall	Yes	Yes	No	Yes	Yes	Yes
Greenhorn Hall	Yes	Yes	No	Yes	Yes	Yes
Walking Stick Apartments	Yes	Yes	No	Yes	No	No

Voice Evacuation

In addition, all of CSU Pueblo's fire alarm systems serve the purpose of voice evacuation. Each individual building is equipped with a control panel that can be used to initiate building-wide voice commands. Global (campus wide) voice commands can be initiated from one designated building—the campus Sheriff's Office. The control panel located in the Sheriff's Office serves as the master page panel. The Master panel have the ability to initiate campus wide voice commands to inside buildings that have the same brand panel, in the event of an emergency.

Smoke alarms are located in individual living quarters in Crestone, Culebra, and Greenhorn halls. Crestone, Culebra, and Greenhorn Halls utilize 120VAC hardwired units with battery back-up. As noted above, these are used only for local evacuation purposes within the room and are not connected to the building fire alarm system.

EVACUATION PROCEDURES



<https://www.csupueblo.edu/facilities-management/environmental-health-safety/fire-safety.html>

FIRE EXTINGUISHER PROCEDURES



[csupueblo.edu/facilities-management/environmental-health-safety/fire-safety.html](https://www.csupueblo.edu/facilities-management/environmental-health-safety/fire-safety.html)

FIRE EMERGENCY - Call 911



Emergency Response and Evacuation Procedures

CSU Pueblo performs semiannual fire system tests and inspections in cooperation with The City of Pueblo Fire Department and Siemens. These tests help identify any deficiencies of the Fire Alarm and Mass notification systems. Each test is documented. This information includes a description, documentation if the test was announced or unannounced, the date, time, and response feedback from the evaluators. All documentation is maintained in the Office of Environmental Health and Safety.

The University, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Notification Responsibility:

- The Pueblo County Sheriff's Office at CSU Pueblo.
 - Lieutenant
 - Communications Center Officers

Colorado State University Pueblo:

- Director, Campus Safety and Emergency Management, Safety Compliance, Office Administration and Parking Manager
- Sr. Director of Marketing Communications and Community Relations
- Environmental Health and Safety Officer

Fire Drills Conducted	
Culebra Hall	1
Crestone Hall	1
Greenhorn Hall	1
Walking Stick Apartments	1

Tampering with Fire and Safety Equipment

Tampering with fire and safety equipment in the residence halls or in any campus building is prohibited. Tampering includes pulling false fire alarms, discharging fire extinguishers, removing exit signs, and interfering with smoke detectors. Violators will be charged for all damages that occur as a result of tampering with fire and/or safety equipment. In addition, all violators are subject to conduct sanctions and possible criminal prosecution.

Electrical Appliances, Smoking, and Open Flame Policies

To help ensure a safe living environment, only the following appliances are permitted in the residence halls: microwave ovens (less than 700 watts), refrigerators (no more than 4 cubic feet), coffee pots, air popcorn poppers, pop-up toasters, hair dryers, electric shavers, radios, TVs, stereos, and irons. Microwave ovens are the only cooking appliances permitted for use in student rooms. No homemade electrical appliance will be permitted. Students who plan to operate appliances in their room must provide an UL-approved power strip with a self-contained circuit breaker. Octopus plugs are not permitted. Additionally, residents must be present when using any cooking appliance or iron in student rooms or in hall kitchens.

Items NOT allowed include but are not limited to: electric heaters, oil popcorn poppers, hotplates, toaster ovens, "George Foreman" or similar type grills, open coiled or open flame appliances, deep fryers, convection ovens, and any appliances with an open heating element and torchiere lamps and neon lights. Only those halogen lights with guards will be permitted.

Candles used with a candle warmer are allowed in the residence hall. Any candles with wicks that have been burned will be confiscated. Incense and any item with an open flame or exposed heat source are potential fire hazards and are prohibited.

Tobacco use and smoking to include, cigarettes, e-cigarettes, vape pens, and chewing tobacco is prohibited in all campus buildings and on all campus grounds whether the property is owned or leased by CSU Pueblo, and in all campus-owned vehicles. Please refer to the University's Smoking and Tobacco Policy for more information.

Gasoline, kerosene, ether, oil, and any other flammable liquids are prohibited in residence halls.

Fire Safety Education

Additionally, the following steps are taken in regard to fire safety education:

- Residence Hall students are informed of evacuation procedures at the beginning of the academic year at floor meetings.
- Fire drills involving evacuation are held every semester in the residence halls.
- Residence Hall advisors and staff members are trained on evacuation procedures and fire extinguisher use. CSU Pueblo schedules annual fire extinguisher training, table top exercises and Active Shooter/Assailant Response Training.

Future Improvements in Fire Safety

CSU Pueblo is currently installing a completely new Edward's Fire Alarm system with new panels. This will include more effective mass notification across campus. Knox Boxes will be installed on each campus building.

Fire Statistics

Fire Statistics												
Building	Fires			Fire-related Fatalities			Fire-related Injuries			Value Property Damages		
Year	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Culebra Hall	0	0	0	0	0	0	0	0	0	0	0	0
Crestone	0	0	0	0	0	0	0	0	0	0	0	0
Greenhorn Hall	0	0	0	0	0	0	0	0	0	0	0	0
Walking Stick Appt.	0	0	0	0	0	0	0	0	0	0	0	0

RECAP of CATEGORIES OF CRIME STATISTICS AS REQUIRED BY CLERY ACT

TYPES OF OFFENSE:

- a. Murder and non-negligent homicide
- b. Negligent manslaughter
- c. Sex Offenses
 - Rape
 - Fondling
 - Statutory Rape
 - Incest
- d. Robbery
- e. Aggravated Assault
- f. Burglary
- g. Motor Vehicle Theft
- h. Arson
- i. Dating Violence
- j. Domestic Violence
- k. Stalking

- l. Hate Crimes (Disclose whether any of the above-mentioned offenses, or any other crimes involving bodily injury were hate crimes.)

HATE CRIMES – REPORTED BY CATEGORY OF PREJUDICE:

- a. Theft
- b. Simple Assault
- c. Intimidation
- d. Criminal Mischief/Property damage
- e. Any other crime involving bodily injury

Hate crime categories of prejudice include race, gender, religion, national origin, sexual orientation, gender identity, ethnicity or disability

ARRESTS OR REFERRALS FOR DISCIPLINARY ACTION:

For illegal weapons possession and violation of drug and liquor laws.

UNFOUNDED CRIMES:

A reported crime withheld from the statistics due to a full investigation and examination of evidence by law enforcement which determines that the crime is false or baseless.

DEFINITIONS OF STATISTICS

ON-CAMPUS CRIME STATISTICS:

On-campus crime statistics reflect crimes committed anywhere on the CSU Pueblo campus. This includes the residence halls and Walking Stick Apartments.

RESIDENCE HALL CRIME STATISTICS:

The residence hall data is a subset of the on-campus data. This data represents only reportable criminal activity that occurred in on-campus housing.

NON-CAMPUS BUILDING CRIME

STATISTICS:

This data represents crime in non-campus buildings that are being used by the University.

PUBLIC PROPERTY CRIME STATISTICS:

This data represents reported crimes that occurred on public property. Public property as defined by the Clery Act is all public property that is within the same reasonably contiguous geographic area of the institution to include public streets and sidewalks.

CSU Pueblo Clery Crime	On campus			Campus Housing			Non Campus			Public Property		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
Criminal Offenses												
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses												
Rape	3	0	1	3	0	1	0	0	0	1	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	1	0	0	1	0	0	0	0	0	0
Burglary	3	0	3	2	0	2	0	0	0	0	0	0
Motor Vehicle Theft	3	5	2	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Arrest or Summons												
Illegal weapons	1	0	1	0	0	0	0	0	0	0	0	1
Drug Violations	1	2	2	0	2	2	0	0	0	0	0	0
Liquor Violations	2	0	1	2	0	0	0	0	0	0	0	1
Referrals for Disciplinary Actions Only												
Illegal weapons	4	1	2	3	1	1	0	0	0	0	0	1
Drug Violations	27	34	15	27	34	15	0	0	0	0	0	0
Liquor Violations	60	92	49	60	91	49	0	6	0	0	0	0
Hate Crimes												
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Larceny/Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0
Violence Against Woman Act Offenses											0	
Domestic Violence	1	1	1	1	1	1	0	0	0	0	0	0
Dating Violence	1	0	1	1	0	1	0	0	0	0	0	0
Stalking	4	1	1	1	0	1	0	0	0	0	0	0
Unfounded											0	
Unfounded Crimes	0	0	0	0	0	0	0	0	0	0	0	0

***2022 includes statistics from our Tower location in Colorado Springs, 2023 includes statistics from our Pikes Peak State College location, which replaced our Tower location. The statistics for the NJC campus are collected by the NJC Clery Compliance person in 2022,2023 and 2024.**

Only crime statistics related to student travel over seven days consecutively, not including travel to and from, will be considered and only upon cooperation of the jurisdiction responsible for such statistics. Consistent with CSU Pueblo Policy 12-006-00 crime statistics will be asked for from the law enforcement agency responsible worldwide for stays seven days or longer. Law Enforcement agencies in other jurisdictions may or may not respond.

Category of Bias

Vandalism - Gender Identity

Colorado Law Defines Consent as:

Cooperation in act or attitude pursuant to an exercise of free will and with knowledge of the nature of the act

Hate Crimes include any of the listed criminal offenses which are motivated by the following biases:

Race, gender, religion, national origin, sexual orientation, gender identity, ethnicity or disability

The following three types of incidents must be reported if they result in an arrest or summons:

1. Liquor Law Violations; 2. Drug Law Violations; and 3. Illegal Weapons Possession

Non-Campus Property:

CSU Pueblo Extended Studies sites (Fort Carson, and Tower location in Colorado Springs*, East High School), CSU Pueblo Athletics practice and competition sites (Runyon Field Sports Complex, City Park Tennis Complex, Walking Stick Golf Course, Pueblo Country Club Golf Course, Colorado State Fair Grounds, Pueblo Tennis Center) and CSU Pueblo School of Nursing instruction sites (Banner Health Facility, Colorado State University Library), Arapahoe Community College.

Public Property:

The portions of Walking Stick Blvd. and Desert Flower Blvd. which run through and/or adjacent to campus

Student Alcohol and Other Drug Policy**POLICY PURPOSE:**

Colorado State University Pueblo is committed to providing an academic and social environment that supports excellence in academic and related pursuits and promotes individual responsibility, health and safety, and community welfare. Substance misuse and abuse can lead to serious health problems for individuals and harm to the community. To decrease risk factors and protect the community, CSU Pueblo provides comprehensive Alcohol and Other Drug (AOD) education, programs, and outreach for its students, staff, faculty, and community partners. The purpose of this policy is to establish safe practices and protect the University, its students and others from the adverse effects of Alcohol and Other Drug misuse.

POLICY APPLIES TO (Persons affected by):

This policy applies to all students at the University. This policy applies in addition to the Student Code of Conduct and Residence Life & Housing Handbook.

EXEMPTIONS:

This policy does not apply to bona fide, approved research projects utilizing Alcohol or Cannabis or its derivatives, or any other Controlled Substance in compliance with all applicable federal and state laws and regulations and university policies.

DEFINITIONS:

Alcohol or Alcoholic Beverage: Any substance which contains ethyl alcohol that is designed for the purpose of human consumption.

AOD: Acronym for Alcohol and Other Drugs.

Binge Drinking: A pattern of consuming Alcohol with an intention of becoming intoxicated by heavy consumption over a short period of time, or playing drinking games (such as beer pong, chugging contests, using a funnel or other device for enhanced consumption, etc.).

Campus: All property, buildings and facilities of Colorado State University Pueblo, whether owned, leased or otherwise under the control of the University.

Cannabis or Marijuana: A plant used to produce hemp fiber and as a psychoactive drug, its parts and its derivatives containing tetrahydrocannabinol (THC).

Controlled Substance: As defined in Schedules I through V of Section 202 of the Controlled Substances Act, 21 U.S.C. 812, 21 CFR 1308.11-1308.15, or in Colorado Revised Statutes (C.R.S.) §18-18-102(5). These include substances that have a high potential for misuse or which, if abused, may lead to psychological or physical dependence. Among these are heroin, fentanyl and other opium derivatives, methamphetamines, marijuana, cocaine, and other mind-altering drugs.

Drug: A Controlled Substance, prescription drug, or other medication or substance, other than Alcohol, that has the potential to induce intoxication or other mind-altering effects.

Medical Amnesty: An exception or pardon from disciplinary sanctions when a student calls for medical help for themselves and/or others.

Paraphernalia: Equipment, products, and materials that have been used or are intended to be used to cultivate, manufacture, distribute, or consume illicit drugs (including medical and recreational Marijuana and its derivatives) or to engage in Binge Drinking.

Possession: An act where an individual has or holds any amount of Alcohol or other Drug(s) on their person or in a place under their control.

Tobacco Products: means all forms of tobacco and imitation tobacco products, including but not limited to cigarettes, cigars, pipes, water pipes (hookah), electronic/e-cigarettes, vape pens and smokeless or “spit” tobacco, and specific nicotine products.

POLICY STATEMENT:

CSU Pueblo will not tolerate the excessive, inappropriate, or illegal use or abuse of Alcohol or other Drugs on or off campus property. The University will not condone criminal activity on its property, or on property under its direct control, and will impose disciplinary sanctions up to and including expulsion of a student who violates CSU Pueblo’s AOD policies, consistent with federal, state and local laws. The University may also make referrals to law enforcement authorities for criminal prosecution. CSU Pueblo has the right to adjudicate off-campus cases that are judged to impact the University’s educational mission and/or the health and safety of members of the community.

The University expects that those who wish to include Alcohol as part of their activities will do so responsibly and lawfully. Responsible drinking includes making sound judgments about whether, when, and how much to drink, understanding the health issues related to the consumption of Alcohol, and avoiding excessive or Binge Drinking or any other abuse of Alcohol.

Persons planning events on Campus should be mindful of the complexities introduced into planning an event with Alcohol. Event management issues such as the provision of refreshments, management of the participants or audience, security, insurance concerns, liability of participants, protection of minors, and other factors require serious attention for any event, especially when Alcohol is served. Event organizers must fully understand the University’s Alcohol and Other Drug policies and applicable laws and must manage their events accordingly. They also are expected to keep the safety and well-being of participants at the forefront of their planning and management of events. Faculty and staff members who advise students are expected to assist them in making responsible decisions about their events and to facilitate the enforcement of this policy.

Student organizations may not plan or hold events that promote or encourage the over-consumption of Alcohol or the use of Drugs. Those planning events should remember that the vast majority of events at CSU Pueblo take place without Alcohol or Drugs; that most members of the undergraduate community are not of legal drinking age; and that among those who are, many do not drink Alcoholic Beverages at all. Campus organizations that choose to plan events with Alcoholic Beverages are expected to maintain a reasonable balance in their programming between events with and those without the serving of Alcoholic Beverages, and to include and welcome non-drinking participants at every event, without exception.

Marijuana and its derivatives are Controlled Substances, and, despite state law, they remain illegal under federal law. Their use and possession on Campus and at CSU Pueblo events can put the University at risk of non-compliance with strict laws and regulations that carry severe penalties and are strictly prohibited.

Drug-Free Schools and Communities Act (DFSCA)

The DFSCA requires CSU Pueblo to establish policies that address unlawful possession, use, or distribution of Alcohol and Drugs by students and employees. The DFSCA also requires the establishment of a drug and alcohol abuse prevention program. This policy and the CSU Pueblo’s Health Education & Prevention Program address these needs for the student community, and the program is reviewed every other year, with a biennial report issued to the campus community.

Prohibitions on Possession, Consumption and Impairment

The University prohibits:

1. Underage Possession or Consumption

The possession and/or consumption of Alcohol by persons under the age of 21 is prohibited. Possession and consumption of Alcohol by Residential Students, or by anyone in the Residence Halls and Apartments, is further regulated in the Residence Life and Housing Handbook.

2. Providing Alcohol to Minors

No student, regardless of age, shall provide Alcohol to anyone under age 21.

3. Irresponsible Serving of Alcohol

When providing Alcohol to those of the legal age to drink, students must practice responsible serving procedures.

Irresponsible serving procedures include, but are not limited to, providing Alcohol to intoxicated individuals, providing Alcohol to minors, allowing persons to drive who have been drinking, and creating environments conducive to Binge Drinking. Students may be held responsible for the behavior of their guests who violate this policy.

4. Binge Drinking

Participating in, encouraging or knowingly permitting Binge Drinking is prohibited.

5. Severe Intoxication

Being intoxicated by Alcohol to a level that requires, or appears to require, medical attention or supervision by others, or poses a danger to the health or safety of oneself or others, is prohibited.

6. Use During Class

Use of Alcohol or Drugs, or tobacco, during any class, whether in-person in the classroom or while attending a class online or remotely.

7. Citations

Students receiving citations for Driving While Impaired (DWI) or Driving Under the Influence (DUI) may also be disciplined by the University.

8. Possession, Use, or Sale of Marijuana and Other Drugs

The unlawful manufacture, distribution, dispensation, possession, or use of Drugs (including medical and recreational Marijuana and its derivatives) on property owned or controlled by the University, or as any part of any University activity, is prohibited. The possession of a medical Marijuana permit does not allow for the possession, use or storage of Marijuana anywhere on university property, including in the residence halls and university apartments.

9. Paraphernalia

Possession, sale or use of Alcohol or Drug Paraphernalia on university property.

10. Promotion and Advertisement

Marijuana and other Drug industry promotions, advertising, marketing, and distribution are prohibited on Campus and with campus and educational activities.

11. Prescription Medication

The distribution, dispensation, or possession of prescription medication that has not been prescribed by the individual's licensed treating provider is prohibited. Individuals who have been prescribed medications (including scheduled Drugs) may only use those medications as prescribed by their treating provider. Any other use or unauthorized sale is prohibited. All prescription medication must remain in the original labeled packaging provided to the individual to whom it was prescribed.

Permissible Activities that May Include Alcoholic Beverages

CSU Pueblo permits the lawful use of Alcoholic Beverages at events and in connection with activities on CSU Pueblo property, when certain circumstances and conditions are present. These include:

-When the activity takes place in a licensed restaurant, bar or other premises, such as the football stadium, in the Qdoba Restaurant if allowed at the Occhiato Student Center, or at a licensed off-Campus establishment.

-When the activity takes place in another location on Campus and is catered by a food service company contracted by the University, that holds the appropriate Alcoholic Beverage license, and prior approval from the responsible university department and the University President or President's delegate has been received.

-When service of Alcohol at the event is approved, in advance, by the Cabinet in accordance with the Event Scheduling and Facilities Use Policy.

Medical Amnesty

CSU-Pueblo encourages all members of the community to call for help when any sign of Alcohol poisoning or Drug overdose is observed. Students who call for help to assist someone or themselves may be eligible for medical amnesty. Students who are provided medical amnesty shall not be subject to disciplinary sanctions; however, students may be required to attend an Alcohol and Drug educational program. Receipt of medical amnesty is at the discretion of the Office of Student Conduct and Community Standards. Examples of substance use crisis situations where medical amnesty may be claimed include:

When a student calls for medical assistance for another student or themselves because of severe alcohol intoxication, overdose, or physical injury by calling 911 or the Pueblo County Sheriff's Department (719-549-2373).

When a representative of an organization hosting an event calls for medical attention for an individual present at their event and works cooperatively with responders, the individual initiating the call, the organization, and the student needing medical assistance may be able to claim medical amnesty.

Failure to Respond to an Alcohol or Drug-Related Emergency

Students who fail to call for medical assistance in an alcohol or drug-related emergency may be subject to enhanced conduct sanctions and possible criminal prosecution. Whenever there are reasonable grounds to suspect that a student may be experiencing a substance use crisis, a report should be made to Pack CARES after calling emergency services.

Violations

Students who violate the University's policies concerning Alcohol and Drugs face sanctions in accordance with the Student Conduct Code and may be subject to criminal prosecution under federal and state laws for Alcohol and Drug-related criminal offenses.

It is also a violation of this policy to: (1) Retaliate against any person for reporting suspected impairment or taking any other action under this policy, even if such action ultimately proves to be unwarranted; or (2) Knowingly make a false report of impairment against another. Such violations will be taken seriously and may result in disciplinary action.

RELATED LAWS, POLICIES & PROCEDURES:

AOD Sanction Guideline Table

Event Scheduling and Facilities Use Policy

Pack Student Guide

Residence Life and Housing Handbook

Smoking and Tobacco Policy

Student Code of Conduct

Title IX, Sex-Based Harassment and Gender Discrimination Policy

Drug Free Workplace Act of 1988 (41 U.S.C. §701, et seq.) and the Federal Drug-Free schools and Communities Act Amendment of 1989 (20 U.S.C. §1011i; 34 C.F.R. §86.1, et seq.). Information: US Department of Labor

Board of Governors of the CSU System: Alcohol and Drug Policy

Institute of Cannabis Research

Colorado Clean Indoor Air Act, C.R.S. 25-14-201, 25-14-203(7), 25-14-204 (1)(j), (bb), (cc), effective July 1, 2006

Executive Order D 0036 90, effective January 1, 1991

Executive Order B 2018 011, effective November 2, 2018

Marijuana Colorado State Regulations

REFERENCES:

AOD Sanction Guideline Table 2019

APPROVED:

Marie Humphrey, Vice President for Student Affairs



Employee Alcohol and Other Drug Policy:

PURPOSE

Colorado State University Pueblo (CSU Pueblo) strives to provide a safe and secure environment for its faculty, staff, volunteers, and students, and one that promotes the acquisition of knowledge and nurtures the growth of the individual. Alcohol and drug abuse can lead to serious health problems for individuals and the community and often play a role in other serious risks such as accidents, violence, dating and domestic violence, and sexual assaults. The following alcohol and drug policy, with its emphasis on individual and shared responsibility, is adopted in this spirit, while at the same time fostering compliance with local, state and federal laws relating to the use of Alcohol other Drugs (including, but not limited to, the Drug Free Workplace Act of 1988).

POLICY APPLIES TO (Persons affected by)

This policy applies to all members of the university community who are subject to the jurisdiction and authority of the University with respect to matters of behavior and conduct. This includes, without limitation, faculty, administrative professionals, state classified staff, and all other employees (collectively, “employees”), affiliates, volunteers and visitors. Agents, contractors and subcontractors are subject to this policy while on university property. This policy does not apply to students, except when they are acting in the capacity of a university employee.

EXEMPTIONS

This policy does not apply to *bona fide*, approved research projects utilizing Alcohol or Drugs in compliance with all applicable federal and state laws and regulations and university policies.

This policy does not prohibit the lawful use of Alcohol as part of a class curriculum (such as fermentation science or viticulture classes). Refer to Colo. Rev. Stat. (C.R.S.) § 18-13-122 for more information about this exemption.

DEFINITIONS

Alcohol or Alcoholic Beverage: Any substance which contains ethyl alcohol that is designed for the purpose of human consumption.

AOD: Acronym for Alcohol and Other Drugs.

Campus: All property, buildings and facilities of Colorado State University Pueblo, whether owned, leased or otherwise under the control of the University.

Cannabis or Marijuana: A plant used to produce hemp fiber and as a psychoactive drug, its parts and its derivatives containing tetrahydrocannabinol (THC).

Controlled Substance: As defined in Schedules I through V of Section 202 of the Controlled Substances Act, 21 U.S.C. 812, 21 CFR 1308.11-1308.15, or in Colorado Revised Statutes (C.R.S.) §18-18-102(5). These substances have a high potential for misuse and may lead to psychological or physical dependence. Among these are heroin and other opium derivatives, methamphetamines, marijuana, cocaine, fentanyl, and other mind-altering Drugs.

Drug: A Controlled Substance, prescription drug, or other medication or substance, other than Alcohol, that has the potential to induce intoxication or other mind-altering effects.

Employee: Any person in the employ of CSU Pueblo, including but not limited to faculty, administrative professionals, state classified employees, temporary employees, student employees while acting in that capacity, and any person acting as a volunteer for CSU Pueblo.

Illicit Drug: Any Drug that is illegally in the possession of or is illegally being used by a person.

Intoxicated or Impaired: To be under the influence of Alcohol or Drugs to such an extent as to adversely affect job performance, pose a threat to safety of oneself or others, or lose control of one's faculties or behaviors.

Possession: Having or holding any amount of Alcohol or other Drug(s) on one's person or in a place under their control.

POLICY STATEMENT

Drug Free Workplace:

The Drug-Free Workplace Act of 1988 requires CSU Pueblo, as a federal contractor and grant recipient, to certify that it will provide a drug-free workplace. As a condition of employment on such contracts and grants, Employees will abide by the terms of this policy. The unlawful manufacture, distribution, dispensation, possession, use, or sale in the workplace of a controlled substance, as defined by state or federal law, is prohibited. These prohibitions cover any individual's actions which are part of any university activities, including those occurring while on university property or in the conduct of university business away from the Campus.

The University will not condone criminal activity on its property, or on property under its direct control, and will take appropriate personnel action up to and including termination of employment, exclusion from Campus, and referral to law enforcement authorities for criminal prosecution.

All CSU Pueblo Employees are subject to the [State of Colorado's Universal Drug and Alcohol Policy for State Employees](#), in addition to this policy.

Prohibitions on Possession, Consumption and Impairment

The University prohibits:

1. Underage Possession or Consumption

The possession and/or consumption of Alcohol by persons under the age of 21 is prohibited anywhere on Campus. No person, regardless of age, shall provide Alcohol to anyone under age 21.

2. Irresponsible Serving of Alcohol

When providing Alcohol to those of the legal age to drink, Employees must practice responsible serving procedures. Irresponsible serving procedures include, but are not limited to, providing Alcohol to intoxicated individuals, providing Alcohol to minors, allowing persons to drive who have been drinking, and creating environments conducive to overconsumption of Alcohol.

3. Intoxication at Work

All Employees at CSU Pueblo are required to refrain from reporting to work or being subject to duty while their ability to perform job duties is impaired due to on- or off-duty use of Alcohol or Drugs.

An Employee who tests positive for metabolites of substances that are listed in the schedules of the Federal Controlled Substances Act and the State of Colorado Controlled Substances Act may be in violation of this policy.

This policy applies during all work hours, whenever conducting business or representing the University and while on-call or paid standby. If an Employee tests positive for Alcohol or Drugs during work hours, they may be in violation of this policy.

4. Citations

Employees receiving citations for Driving While Impaired (DWI) or Driving Under the Influence (DUI) may also be disciplined by the University.

5. Possession, Use, or Sale of Marijuana

Marijuana and its derivatives are Controlled Substances, and, despite state law, they remain illegal under federal law. Their use and possession on Campus and at CSU Pueblo events can put the University at risk of non-compliance with strict laws and regulations that carry severe penalties. All Employees are prohibited from using, possessing, or being under the influence of Marijuana on Campus, regardless of whether or not they hold a prescription for medical Marijuana.

6. Drug Paraphernalia

Possession, sale or use of Drug paraphernalia on university property including, but not limited to, equipment, products, and materials that have been used or are intended to be used to cultivate, manufacture, distribute, or consume illicit drugs (including medical and recreational Marijuana and its derivatives) is prohibited.

7. Promotion and Advertisement

Marijuana industry promotions, advertising, marketing, and distribution are prohibited on Campus and with campus and educational activities.

8. Prescription Medication

The distribution, dispensation, or possession of prescription medication that has not been prescribed by the individual's licensed treating provider is prohibited. Individuals who have been prescribed medications (including Controlled Substances) may only use those medications as prescribed by their treating provider. Any other use or unauthorized sale is prohibited. All prescription medication must remain in the original labeled packaging provided to the individual to whom it was prescribed.

Alcohol at Events:

The University expects that those who wish to include Alcohol as part of their activities will do so responsibly and lawfully. Responsible drinking includes making sound judgments about whether, when, and how much to drink, understanding the health issues related to the consumption of Alcohol, and avoiding excessive drinking or any other abuse of Alcohol.

Persons planning events on Campus should be mindful of the complexities introduced into planning an event with Alcohol. Event management issues such as the provision of refreshments, management of the participants or audience, security, insurance concerns, liability of participants, [protection of minors](#), and other factors require serious attention for any event, especially when Alcohol is served. Event organizers must fully understand the University's Alcohol and Other Drug policies and applicable laws and must manage their events accordingly. They also are expected to keep the safety and well-being of participants at the forefront of their planning and management of events.

Permissible Activities that May Include Alcoholic Beverages:

CSU Pueblo permits the lawful use of Alcoholic Beverages at events and in connection with activities on CSU Pueblo property, when certain circumstances and conditions are present. These include:

When the activity takes place in a licensed restaurant, bar or other premises, such as the football stadium in any approved eatery that is licensed or at the Occhiato Student Center, or at a licensed off-Campus establishment.

When the activity takes place in another location on Campus and is catered by a food service company contracted by the University, that holds the appropriate liquor license, and prior approval from the responsible university department and the University President or President's delegate has been received.

When service of Alcohol at the event is approved, in advance, by the department of Facilities and Events in accordance with the [Event Scheduling and Facilities Use Policy](#).

Reasonable Suspicion of Intoxication

All Employees have an obligation to report to their supervisor if they observe another Employee appearing to be Intoxicated at work. Impairment may be marked by a person's behavior, appearance or odor, or by observing that the individual is in possession of Alcohol or Illicit Drugs at work.

A supervisor who has reason to suspect an Employee of being intoxicated at work or subject to duty should document the reasons for the suspicion using the Reasonable Suspicion of Impairment Checklist for Supervisors. If, after completing the checklist, the supervisor concludes that the Employee may be intoxicated, the Employee must immediately be suspended from work and sent home in a safe manner (taxi, rideshare, or transportation by a sober individual) and told not to return until the start of their next shift when they are no longer Intoxicated.

The supervisor must not permit the Employee to leave in an unsafe condition, for example, by driving, biking or walking, and is required to contact law enforcement (Pueblo County Sheriff's Office) if necessary to prevent this from happening.

Employees may be subject to post-accident testing when they cause or contribute to accidents that seriously damage a state vehicle, machinery, equipment, or property and/or result in an injury to the Employee or another person requiring medical attention.

Duty to Report Conviction

Consistent with the Federal Drug-Free Workplace Act, any Employee who is charged or convicted of a criminal Drug violation occurring in the workplace must notify the CSU Pueblo Human Resources office in writing within five calendar days of the conviction. Federal contracting agencies will be notified within 10 days when appropriate.

Consequences and Personnel Actions

Any Employee who violates this policy is subject to disciplinary action up to and including termination of employment, or referral for satisfactory participation in an appropriate evaluation or rehabilitation program.

An applicant for employment at CSU Pueblo who violates this policy is subject to withdrawal of the offer of employment.

Violators of the policy may also be referred to the appropriate authorities for prosecution.

Resources for Those Seeking Assistance for Substance Abuse and Dependence

One of the goals of this policy is to encourage Employees to voluntarily seek help with Alcohol and/or Drug abuse problems. Supervisors should inform Employees about the [Colorado State Employee Assistance Program \(C-SEAP\)](#), which is available to provide professional counseling regarding substance abuse issues.

Employees may also be entitled to:

- Family Medical Leave: Employees afflicted by substance dependence may be eligible for leave under the Family and Medical Leave Act.
- Americans with Disabilities Act (ADA) Accommodation: All employees, including those who do not qualify for Family Medical Leave, may be eligible for job-protected leave or other reasonable accommodations under the ADA if they have a qualifying disability.
- Short-term Disability Insurance: Employees may be eligible to receive short-term disability insurance benefits if they are unable to work during a period of substance abuse treatment.

TITLE IX GRIEVANCE PROCEDURES

CSU Pueblo will follow the following procedures in all Title IX matters to ensure due process for the parties as required by the Title IX regulations.

A. FAIR AND EQUITABLE PROCESS

1. No individual designated as a Title IX Coordinator, Investigator, Decision-Maker, Appeal Decision maker, or person designated to facilitate an informal resolution process may have a conflict of interest or bias for or against Complainants or Respondents generally or an individual Complainant or Respondent. The Title IX Coordinator, Investigator and Decision-Maker must be separate individuals or entities.
2. CSU Pueblo will not make credibility determinations based on a person's status as a Complainant, Respondent, or witness.
3. A Respondent is presumed not responsible for alleged conduct until a determination regarding responsibility is made at the conclusion of the Formal Resolution Process.
4. Throughout the processes described herein, CSU Pueblo will objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence.
5. The processes described herein are subject to the reasonably prompt timeframes stated. These timeframes may be extended for good cause upon written notice to the Parties setting forth the reason for such extension. Good cause may include considerations such as the absence of a Party, a Party's advisor, or a witness; concurrent law enforcement activity; complexity of the case; scheduling conflicts with the Decision Making body or other professionals involved with the informal resolution process, or the need for language assistance or accommodation of disabilities.

B. INFORMAL RESOLUTION PROCESS

1.

At times the Parties may wish to engage in an Informal Resolution Process (IRP) to lessen the time and effort required by the Formal Resolution Process. The University will offer the IRP as a solution-based process (e.g. mediation). The University may seek outside mediators to conduct the student IRP and will utilize the Employee Relations Specialist for employee IRP. The IRP does not involve a full investigation and adjudication of the matter.

2. Availability of Informal Resolution Process

Parties are not required to participate in the informal resolution process. The Title IX Coordinator may offer the informal resolution process to the Parties in certain circumstances. The informal resolution process is only available after a formal complaint is filed and only if all Parties voluntarily consent, in writing, to the informal resolution process. However, any time prior to agreeing to a resolution, any Party has the right to withdraw from the informal

resolution process and resume the formal resolution process. The informal resolution process, if available, may be implemented any time prior to reaching a determination regarding responsibility. It will not be offered in the following situations:

- I. The Complainant is a student and the Respondent is an Employee.
- II. The alleged incident includes quid pro quo.

3. Notice of Availability of Informal Resolution Process

If the informal resolution process is available, the Title IX Coordinator will issue written notice to the parties disclosing:

- a. The allegations;
- b. The requirements of the informal resolution process, including the circumstances under which it precludes the Parties from resuming a Formal Complaint arising from the same allegations;
- c. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared; and d. That either Party may withdraw from the informal resolution process and resume the formal grievance process prior to agreeing to a resolution.

4. Timeframe

CSU Pueblo will make a good faith effort to complete the informal resolution process within an average of sixty to ninety days. After the Parties have agreed to a resolution that is accepted by the Title IX Coordinator, neither Party may appeal the resolution.

C. FORMAL RESOLUTION PROCESS

1. Formal Complaint

- a. A Formal Complaint may be filed by a Complainant or by the Title IX Coordinator on behalf of the institution. A Formal Complaint may be brought to the attention of the Title IX Coordinator Shelby Serena, 719-549-2210, shelby.serena@csupueblo.edu
- b. CSU Pueblo will investigate the allegations in a formal complaint unless that matter is resolved through the Informal Resolution Process or is otherwise dismissed as stated below.

2. Dismissal

- a. The Title IX Coordinator will dismiss a Formal Complaint, and no investigation will be conducted under this Policy if:
 - i. The conduct alleged in the Formal Complaint would not constitute Sexual Harassment even if proved; or
 - ii. The conduct alleged in the Formal Complaint did not occur within the Jurisdiction/Applicability of the policy.
- b. The Title IX Coordinator may dismiss a Formal Complaint, or any allegations therein, at any time during the investigation or hearing, if:
 - i. The Complainant notifies the Title IX Coordinator in writing that the Complainant would like to withdraw the Formal Complaint or any allegation therein;
 - ii. The Respondent is no longer enrolled or employed by CSU Pueblo;
 - iii. Specific circumstances prevent CSU Pueblo from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

c. The dismissal of a Formal Complaint does not preclude CSU Pueblo from conducting an investigation or taking action under other applicable policies with regard to conduct that is not subject to is Policy. Allegations of student conduct that fall under the definition of exual harassment but fall outside of the jurisdiction/applicability of this policy may followthis process.

d. Upon dismissal of the Formal Complaint or any allegations therein, the Title IX Coordinator will promptly send written notice of the dismissal and the reasons therefore simultaneously to the Parties. Parties will be given time to appeal this decision as stated in the Appeal section of these procedures. The Title IX Coordinator will refer the matter to Student Conduct or appropriate University Administration for further review under the applicable University policy or process after the appeal period expires.

3. Consolidation

The Title IX Coordinator may consolidate Formal Complaints as to allegations of Sexual Harassment where the allegations of Sexual Harassment arise out of the same facts or circumstances.

4. Timeframe

CSU Pueblo will make a good faith effort to complete the formal resolution process, including the hearing but excluding appeals, within an average of sixty to ninety days. The timeline is stayed during the informal process. The filing of the Formal Complaint with the Title IX Coordinator starts the timeframe for the process.

5. Written Notice

Upon receipt of a Formal Complaint, the Title IX Coordinator will issue written notice of allegations to the Respondent and Complainant, if known. The written notice will be provided to each Party with sufficient time to prepare a response before any initial interview. The notice of allegations will include the following:

- a. Notice of this policy and the processes within this policy, including the informal resolution process described in Section 2 above;
- b. The identities of the Parties involved, if known;
- c. The conduct allegedly constituting sexual harassment;
- d. The date and location of the incident, if known;
- e. A statement that the Respondent is presumed not responsible for the alleged conduct;
- f. A statement that a determination regarding responsibility is made at the conclusion of the formal resolution process;
- g. A statement that Parties may have an advisor of their choice, who may be, but is not required to be, an attorney;
- h. A statement that Parties may inspect and review evidence; and
- i. A statement that knowingly making false statements or knowingly submitting false information during this process is prohibited and may be grounds for separate discipline.

If, during the course of an investigation, CSU Pueblo decides to investigate additional allegations about the Complainant or Respondent relating to the same facts or circumstances but are not included in the earlier written notice, CSU Pueblo will provide notice of the dditional allegations to the Parties whose identities are known.

6. Advisor

- a. Each Party has the right to have an advisor of their choice but are not required to have one. During the Hearing phase of the proceedings, only the Advisor can ask cross examination questions of the other Party or witnesses.

- b. The advisor may be, but need not be, an attorney. The advisor may not be a witness or a potential witness in the case.
- c. The advisor may be present at any proceedings that are part of the formal resolution process. Only one person may serve in the role as advisor and appear at the hearing or at any other proceeding. The Party may not have anyone other than their advisor appear at any proceeding. If a Party wishes to have an advisor present at a proceeding, CSU Pueblo will work within reason to schedule the proceeding so the advisor may attend, without unreasonably delaying the progress of the formal resolution process.
- d. If a Party wishes to ask cross examination questions of a Party or witness at the hearing and does not have an advisor, CSU Pueblo will select and provide an advisor to the Party, free of charge, for the limited purpose of conducting cross examination. Parties in need of an advisor must inform the Title IX Coordinator no later than 5 business days prior to the hearing.
- e. A Party's advisor may not speak on behalf of the Party, nor participate in the process with the exception of cross examination guidelines. With the exception of scheduling and procedural matters, all communications from the Title IX Coordinator and Investigator, both oral and written will be done with the Complainant or Respondent and not with the advisor.
- f. The Party may choose to have a different advisor appear at the hearing than appeared during the investigative proceedings. If the Party chooses to have a different advisor at the hearing, they must inform the Title IX Coordinator, in writing, prior to the final investigative report being delivered to the Party.

D. INVESTIGATION

- 1. CSU Pueblo will investigate the allegations in a Formal Complaint.
- 2. CSU Pueblo, and not the Complainant or the Respondent, has the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility.
- 3. CSU Pueblo cannot access, consider, disclose, or otherwise use a Party's records that are made or maintained by a health care professional acting in his or her professional capacity, and which are made or maintained in connection with the provision of treatment to the Party, unless CSU Pueblo obtains that Party's voluntary written consent to do so for the resolution process.
- 4. During the investigation, each Party has an opportunity to present witnesses and evidence to the investigator.
- 5. The investigator will provide written notice of the date, time, location, participants, and purpose of any investigative interview or other meeting to any Party or witness whose participation is invited or expected.
- 6. Prior to the conclusion of the investigation, the investigator will send to each Party and to each Party's advisor, if any, all evidence obtained as part of the investigation (evidence report) regardless of whether CSU Pueblo intends to rely on such evidence in reaching a determination regarding responsibility, that is directly related to the allegations raised in the Formal Complaint.
 - a. Upon receipt of the evidence report, each Party may submit a written response, which the investigator will consider prior to conclusion of the investigation and completion of the investigative report.
 - b. The written response, if any, must be submitted to the investigator by the deadline designated by the investigator, which will be at least ten days after the investigator sends the evidence report to the Party, unless the deadline is extended for good cause
- 7. The investigator will then create an investigative report that fairly summarizes relevant evidence. The investigator must conduct an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence.
- 8. At least ten days prior to the scheduled hearing, the Title IX Coordinator will send to each Party and to each Party's advisor, if any, the investigate report.
 - a. Each Party may submit a written response to the investigative report, which the Title IX Coordinator will submit to the Decision-Maker for consideration at the hearing.

- b. The written response, if any, must be submitted to the Title IX Coordinator by the deadline designated by the Title IX Coordinator, unless the deadline is extended for good cause.

E. HEARING

1. General Conduct of the Hearing

- a. The Decision-Maker will conduct a live hearing. Prior to the hearing, the Decision-Maker will review the investigative report and the written responses provided by the Parties, if any. The Decision-Maker may ask clarifying questions of the Investigator or Parties regarding the report.
- b. Hearings will occur virtually.
- c. Hearings will be recorded. The recording will be available to the Parties for inspection and review upon request.

2. Standard of Evidence

- a. The determination of responsibility will be made by the Decision-Maker using the preponderance of the evidence standard as defined in the Policy. Preponderance of the evidence is evidence that proves that it is more likely than not that an allegation is true.

3. Relevant Evidence Considered

- a. In making a determination of responsibility or sanctions, the Decision-Maker may only consider relevant evidence.
- b. Relevant evidence is evidence having any tendency to make the existence of any fact that is of consequence to the determinations to be made more probable or less probable than it would be without the evidence.
- c. The Decision-Maker will not consider evidence about the Complainant's sexual predisposition or prior sexual behavior, except that the Decision-Maker may consider:
 - i. Evidence about the Complainant's prior sexual behavior, when offered to prove that someone other than the Respondent committed the conduct alleged by the Complainant; or
 - ii. Evidence concerning specific incidents of the Complainant's prior sexual behavior with respect to the Respondent, when offered to prove consent.
- d. The Decision-Maker may consider evidence of any statement of a Party or witness, even if the Party or witness does not submit to cross-examination at the hearing, in reaching a determination regarding responsibility. The Decision-Maker will not draw an inference about the determination regarding responsibility based solely on a Party's or witness's absence from the hearing or refusal to answer cross-examination or other questions.
- e. The Decision-Maker will not consider Information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.
- f. The Decision-Maker must conduct an objective evaluation of all relevant evidence, including both inculpatory and exculpatory evidence.
- g. Credibility determinations may not be based on a person's status as a Complainant, Respondent, or witness.
- h. The Decision-Maker may consider the evidence in the Investigative Report in reaching their decision and making credibility determinations.

4. Witness Examination

- a. The Decision-Maker will allow each Party to examine witnesses.

- b. Cross examination may not be conducted by either Party, but a Party may conduct direct examination of their witnesses. Cross examination may only be conducted by an Advisor acting on a Party's behalf.
- c. Only relevant cross-examination questions may be asked of a Party or witness. Before a Party or witness answers a question, the Decision-Maker will determine whether the question is relevant and explain any decision to exclude a question as not relevant. A Decision-Maker may direct parties to assume all questions are relevant unless determined otherwise, at their discretion. This will be discussed in a pre-hearing meeting with all parties.
- d. The Decision-Maker may make a determination of relevancy of questions asked during direct examination and exclude those questions.
- e. The Decision-Maker may ask questions of the witnesses and the Parties throughout the proceedings.

5. Written Determination

- a. After considering the investigative report, including any Party's written response to the investigative report, and all relevant evidence presented at the hearing, the Decision-Maker will issue a written decision determination to the Title IX Coordinator within 10 business days.
- b. The Title IX Coordinator will promptly provide the written decision determination to the Sanctioning Authority.
- c. The Sanctioning Authority shall provide a written sanction determination as stated below, within five business days to the Title IX Coordinator. The written sanction determination shall be attached to the Decision-Maker's written decision determination and the Title IX Coordinator will provide this Outcome Report simultaneously to the Parties via email.
- d. The Outcome Report will include:
 - i. Identification of the allegations potentially constituting Sexual Harassment;
 - ii. A description of the procedural steps from the receipt of the Formal Complaint through the determination, including any notifications to the Parties, interviews, site visits, methods used to gather other evidence, and hearings held;
 - iii. Findings of fact supporting the decision determination ;
 - iv. Conclusions regarding the application of the Policy, or any other policy alleged to have been violated within the Complaint to the facts; v. A statement of, and rationale for, the result as to each allegation, including:
 - 1. A determination regarding responsibility;
 - 2. Any disciplinary sanctions imposed on the Respondent;
 - 3. Whether remedies will be provided to the Complainant;
 - vi. Procedures and permissible bases for the Parties to appeal including deadlines.
 - vii. The written determination becomes final seven business days after it is sent to the Parties, unless an appeal is filed.

F. SANCTIONS

If the Decision-Maker finds the Respondent has violated the Title IX Policy or any other policy of the University, sanctions will be the responsibility of the appropriate sanctioning authority dependent on the Respondent's status at the University. The student sanctioning authority, the Respondent-employee's supervisor, or the appropriate faculty hearing panel will attend the hearing for purposes of hearing the evidence to facilitate the sanctioning process; they will not participate in the hearing or ask questions. Sanctions must be issued within five working days of the Decision-Maker's decision.

- 1. Students - The Director of Student Conduct and Community Standards or designee, will be the sanctioning authority when the Respondent is a student. Sanctioning guidelines will be as stated in the Student Code of Conduct.

2. Employees - The sanctioning authority for Administrative Professional employees and Faculty is the President of the University. The Sanctioning authority for State classified staff are the Appointing Authorities as defined in University policy pursuant to the State Personnel Rules.
3. The supervisor or appropriate faculty panel will make recommendations for sanctions. If the supervisor has a conflict, then the next level supervisor or an equivalent level supervisor will attend the hearing and make sanction recommendations. The Title IX Coordinator will determine a substitute if a conflict exists.
4. When the Respondent is Faculty, this process must follow the process outlined in the Faculty Handbook for either a grievance or a disciplinary action.
5. When the Respondent is a State Classified employee processes pursuant to the State Personnel Rules are applicable.
6. If a Respondent is found responsible for Sexual Harassment under this Policy, possible sanctions include those listed in the Faculty Handbook for grievance and faculty disciplinary actions, up to and including termination. For State Classified employees, possible sanctions are those listed in the State Personnel Rules, up to and including termination. For administrative professional employees, possible sanctions include, but are not limited to, all possible sanctions listed for Faculty or State Classified staff, up to and including termination.

G. APPEAL

1. Appealable Issues

- a. Either Party may appeal the dismissal of a Formal Complaint or any allegations therein or a determination regarding responsibility. No other issue may be appealed.

2. Basis for Appeal

- a. A Party may only appeal on one or more of the following bases:
 - i. A procedural error occurred that significantly impacted the outcome of the hearing.
 - ii. The sanction(s) imposed was substantially disproportionate to the severity of the violation(s) committed. Only Students can appeal on this basis.
 - iii. New and significant information is now available, and is sufficient enough to alter the decision, which was not reasonably available at the time of the hearing. (Failure to present evidence during the proceedings or to participate the investigation, even when resulting from concern over pending criminal or civil proceedings, does not make information “unavailable” at the time of the hearing.)
 - iv. The Title IX Coordinator, investigator, or Decision-Maker had a conflict of interest or bias for or against Complainants or Respondents generally, or the individual Complainant or Respondent, that affected the outcome of the matter.

3. Filing an Appeal

- a. If a Party wishes to file an appeal, the Party must notify the Title IX Coordinator in writing no later than 5 working days after the notice of dismissal or written determination is sent to the Party.
- b. The written appeal must state with specificity both the issues being appealed; and the bases for the appeal. The Party shall use the Appeal Form provided by the Title IX Coordinator.

4. Timeframe for Completion of Appeal

- a. CSU Pueblo will make a good faith effort to complete the appeal within 20 days.
- b. The timeframe for completion of appeal may be extended for good cause. If the timeframe for completion of appeal is extended, the Title IX Coordinator will notify both Parties in writing of the delay or extension and the reasons for the delay or extension.

5. Appeal Procedure

- a. After receiving a timely written appeal, the Title IX Coordinator will notify the Parties in writing that the appeal was filed and the process for submitting a written statement in support of, or challenging, the issues being appealed. The appeal, including any written statements submitted by the Parties, will be sent to an by the Appeal Decision maker(s) by the Title IX Coordinator. The Appeal Decision Maker(s) can be an individual or individuals who are members of the CSU Pueblo campus community and have been trained in Appeals. The Appeal Decision maker(s) may also consider the investigative report, including any Party's written response to the investigative report, all relevant evidence presented at the hearing, and the recording of the hearing.
- b. The Appeal Decision maker(s) will issue a written determination of appeal, which will describe the result of the appeal and the rationale for the result and next steps, if any.
- c. The Title IX Coordinator will provide the written determination of appeal simultaneously to the Parties.
- d. The result of the appeal is final.

H. RETALIATION

1. Retaliation is strictly prohibited.
2. A report of alleged Retaliation may be made to the Title IX Coordinator in person, by mail, by telephone, or by electronic mail.
3. Any official with authority who receives a report of alleged retaliation must promptly report the alleged Retaliation to the Title IX Coordinator.
4. Allegations of Retaliation may be investigated and adjudicated under applicable CSU Pueblo policies

APPENDIX A

Range of Disciplinary Sanctions

A. Students

If found responsible for violating the Policy, a Student may be asked to complete certain actions to remedy their behavior or prevent its recurrence. Sanctions may include, but are not limited to the following:

- **Assessment/ Consultation-** Student may be required to complete a psychiatric assessment, mental health assessment, or consultation to ensure their ability to participate in the campus community.
- **Coach/University Employer Referral-** A student's coach or university employer may be notified of the incident, if applicable.
- **Community Service/Activity-** Requirement that services be offered for a specified period to an appropriate non-profit community agency and/or to a University office.
- **Educational Assignment-** A Student is required to complete a specified educational assignment related to the violation committed. Such educational assignments may include completion of a workshop or seminar, class, report, paper, project, writing a letter of apology, seeking academic counseling or substance abuse screening, alcohol or drug program and/or consultation, counseling consultation, psychological or psychiatric evaluation. It may also be a requirement to sponsor or assist with a program for others on campus to aid them in learning about a specific topic or issue related to the violation for which the Student or organization was found responsible.
- **Educational Fund Payment-** Reasonable fees may be imposed.
- **Loss of Privileges-** A limitation is placed upon selected privileges for a specific period of time. Loss of privileges may include, but may not be limited to, denial of the right to represent the University, a denial of the use of campus facilities or access to areas of campus, or denial from participation in co-curricular activities. Should a Student hold a leadership position on campus, that status may be revoked.
- **Restitution Reimbursement** for damage or loss of property or expenses of others as a result of the misconduct.
- **Residence Hall Transfer or Removal:** A student is required to transfer residence halls or leave the residence halls for a specified or indefinite period of time.
- **Medical Amnesty:** CSU Pueblo encourages all students to call for help when any sign of alcohol poisoning or drug overdose is observed. Students who call for help to assist themselves or another when the Student in need of assistance may be eligible for medical amnesty. Students who are provided medical amnesty will not be subject to disciplinary sanctions for drug and alcohol policy violations; however, educational sanctions may be applied. Receipt of medical amnesty is at the discretion of the Responsible Administrator, or designee.

B. Employees

When a Title IX violation is substantiated, higher education institutions must impose sanctions to address and prevent further misconduct. The range of potential sanctions for employees may include:

- **Warnings and Reprimands:** Written or verbal warnings regarding the behavior, noting that further infractions will result in more severe consequences.
- **Mandatory Training and Counseling:** Requiring the employee to undergo training or counseling related to Sex-Based Harassment and discrimination.
- **Suspension:** Temporary removal from their position without pay.
- **Probation:** Placing the employee on a probationary period during which their behavior is closely monitored.
- **Demotion:** Reassignment to a position of lower responsibility and pay.
- **Termination of Employment:** Dismissal from the institution.

- Ban from Campus: Prohibiting the employee from entering the campus or engaging with the institution's community.
- Loss of Tenure: For faculty members, this may involve the revocation of tenure status, resulting in loss of job security and academic freedom protections.

APPENDIX B
Reasonably Prompt Timeframes for Major Stages of Grievance Procedures

MAJOR STEP IN GRIEVANCE PROCEDURE	ESTIMATED TIMEFRAME ¹
CRC responds to receiving report	3 university business days from receipt of report by CRC
Intake assessment	7 university business days
Dismissal of the Complaint if Responsible Administrator finds grounds	Within 10 university business days from intake assessment
Appeal of the Dismissal	3 university business days after notification of dismissal
Respondent challenge to emergency removal or suspension, if imposed	3 university business days after notice of emergency removal or suspension
Conduct investigation	Within 40 days from the date of the Notice of Investigation
Informal Resolution	Within 20 days from parties' agreement to engage in informal resolution
Final Investigative Report	15 days after Parties have responded to Investigative Report
Hearing begins	At least 10 university business days, and not more than 30 days, after Final Investigative Report
Written decision after Hearing	30 days after hearing
Disciplinary Sanctions	20 days after disciplinary authority receives final decision
Request for appeal due	5 university business days from the date of the final decision provided to parties
Appeal decision	30 days after responses to request for appeal

¹ All timeframes are approximate, as each case proceeds differently. Time periods may be adjusted depending upon the circumstances. The University endeavors to progress through the Grievance Procedures in a reasonably prompt manner.