FRANCISCAN
MISSIONARIES OF OUR LADY
UNIVERSITY

Campus Safety & Security Booklet

(ANNUAL SECURITY REPORT)

SEPTEMBER 2023

5414 Brittany Drive ~ Baton Rouge • Louisiana 70808

EMERGENCY NUMBERS

Extra-Duty Police	225-202-7890
LAKE SECURITY	225-765-8825
SHERIFF	225-389-5000
EMERGENCY	911

(From campus phones dial 9 + number.)

CAMPUS MAP

Introduction

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

Policy for Preparing the Annual Report

This report is prepared by the Facilities Manager in cooperation with local law enforcement authorities and includes information provided by them as well as by the University's campus security authorities and various other elements of the University. Each year an e-mail notification is made to all enrolled students and employees that provides the website link to access this report. Prospective students and employees are also notified of the availability of the report. Hard copies of the report may also be obtained at no cost by contacting the Office of Facilities at 225-526-1734.

The University is committed to taking the actions necessary to provide a safe and secure working/learning environment for all students and employees. As a member of the campus community, you can feel safe and comfortable knowing that security procedures are in place that represent best practices in the field and are constantly tested and re-evaluated for their effectiveness.

General Safety and Security Policies

Policies Concerning the Law Enforcement Authority of Campus Security Personnel

By written agreement with Our Lady of the Lake Regional Medical Center, Lake Security (a uniformed guard service) provides security services to the University.

Lake Security guards maintain physical security and safety through vigilance and management of external rounds as parking lot patrols as stipulated by the Our Lady of the Lake Regional Medical Center's Director of Security. The Our Lady of the Lake Regional Medical Center Security Department is staffed 24 hours a day to provide immediate availability for emergency response.

In addition, the University employs Extra-Duty Police Officers, who are off-duty Baton Rouge Police Officers that assist in providing security to the campus community. These officers have arrest authority. An Extra-Duty Officer is available for emergencies and is stationed on campus during the following hours (subject to change): 8:00 a.m. to 9:00 p.m. Monday-Thursday, and 8:00 a.m. to 5:00 p.m. on Fridays.

Officers patrol in marked vehicles. Officers combine active and visible patrols throughout the exterior of the campus buildings and through the parking areas in their visible protection and crime prevention efforts. A 24-7 Safety Escort Service is also provided (see below).

Security officers' jurisdiction extends to all University property and the immediate surrounding area.

While the University does not have any written agreements with local law enforcement agencies, it does maintain a close working relationship with local police.

Security Escort Service

Lake Security guards will provide escort service upon request and courtesy patrol in parking areas by calling **225-765-8825**. Due to the nature of our growing campus with an increase in the number of students, classes and buildings on different streets and the fact that the escort service is also available to the OLOLRMC staff and visitors, an escort may not be available in a timely manner. It is therefore strongly recommended that students use a buddy system to escort each other while on campus.

Students are encouraged to meet each other before and after classes so that they may travel in groups. For suggestions on developing a buddy system, contact the Office of Facilities at 225-526-1734.

Other Officials to Whom Crimes May Be Reported

The University also has designated other officials to serve as campus security authorities. Reports of criminal activity can be made to these officials. They, in turn, will ensure that the crimes are reported for collection as part of the University's annual report of crime statistics. The additional campus security authorities to whom the University would prefer that crimes be reported are as follows:

- Facilities Manager – 225-526-1734
- Chief Student Affairs Officer – 225-526-1621 or studentaffairs@franu.edu
- Title IX Coordinator – 225-526-1679 or 5414 Brittany Drive, Baton Rouge, LA 70808

Policies on Reporting a Crime or Emergency

The University encourages accurate and prompt reporting of all criminal actions, accidents, injuries, or other emergencies occurring on campus, on other property owned by the University, or on nearby public property to the appropriate administrator and appropriate police agencies. Such a report is encouraged even when the victim of a crime elects not to make a report or is unable to do so. Such reports should be made as follows:

- Should student(s) or employee(s) note any unusual situation related to safety/security, they are encouraged to notify the Extra-Duty Police Officer at **225-202-7890** or Lake Security at **225-765-8825.** Security will notify University administration as deemed necessary.

If you witness, suspect, or are the victim of a criminal act:

1. Get to a safe location
2. Call Extra-Duty Officer or Lake Security and/or 911
3. Wait for officials to arrive….*under no circumstances should you try to apprehend the perpetrator.*

- Students, employees, and visitors should report criminal actions, accidents, injuries, or other emergency incidents to one of the campus security authorities identified in the previous section. Once reported, the individual making the report will be encouraged to also report the situation to appropriate police agencies. If requested, a member of the University staff will assist the individual in making the report to the police.

- Anonymous incident reports can also be made by completing an RLDatix Report. A tutorial for completing an RLDatix Report is located on the Campus Safety Page in myPortal. Employees can also notify the Corporate Compliance Officer at 225-765- 8803.

The University does not have any officially recognized student organizations with off-campus locations and, therefore, does not monitor or record criminal conduct occurring at such locations.

Confidential Reporting

The University will protect the confidentiality of victims. Only those with a need to know the identity for purposes of investigating the crime, assisting the victim or disciplining the perpetrator will know the victim's identity.

Any victim of a crime who does not want to pursue action within the University disciplinary system or the criminal justice system is, nevertheless, encouraged to make a confidential report to a campus security authority. With the victim's permission, a report of the details of the incident can be filed without revealing the victim's identity. Such a confidential report complies with the victim's wishes, but still helps the University take appropriate steps to ensure the future safety of the victim and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where a pattern of crime may be developing and alert the community as to any potential danger. These confidential reports are counted and disclosed in the annual crime statistics for the University.

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

Timely Warnings

In the event of criminal activity occurring either on campus or off campus that, in the judgment of the Facilities Manager, constitutes a serious or continuing threat to members of the campus community, a campus-wide "timely warning" will be issued. Examples would be a rash of motor vehicle thefts or sexual assaults in the area that merit a warning because they present a continuing threat to the campus community.

This warning will be communicated to students and employees via the following method(s):

Method	Sign-Up Instructions
Text Messaging	All current students are automatically enrolled in RAVE Alert each semester with the ability to opt-out of future notifications. Faculty & staff may sign up for these alerts by providing contact information to the Facilities Manager. A link to enroll is sent out to faculty & staff prior to the start of Fall and Spring semesters.
University email	All students and employees are provided with an email account through the University
Posted notices on bulletin boards within the University building	N/A
Posted notices on the University website	N/A
Posted notices on the University's social media accounts	N/A

Updates to the warnings will be provided as appropriate.

Anyone with information warranting a timely warning should immediately report the circumstances to:

- Facilities Manager at 225-526-1734 or the President's Office at 225-526-1729.

The University has communicated with local law enforcement asking them to notify the University if it receives reports or information warranting a timely warning.

Security of and Access to Campus Facilities

The University buildings are protected by electronic security systems. During operating hours, all facilities remain unlocked, but require an ID badge to access. The doors are locked and the alarm system is set at the end of each working day. There are also extra-duty police officers monitoring campus buildings during operating hours. There are no residential facilities on campus.

Additionally, the University buildings are equipped with fire safety equipment that includes smoke detectors and/or heat sensors that activate the central alarm system. Hand-pull equipment is located throughout the campus to be used to alert students, faculty, staff, and visitors to exit the premises. Fire extinguishers are situated about each building for ease of access. Fire exit routes are clearly marked in main hallways. Additional lighted EXIT signs designate exit routes and doors.

A list of emergency telephone numbers is posted throughout the campus near entrances and exits. Labels are placed on all campus phones with emergency phone numbers and the physical address of that location.

Lighted parking lots are provided for students should they enter/exit the building(s) during evening hours.

Security Considerations in the Maintenance of Facilities

Security also is a consideration in maintaining campus facilities. Maintenance personnel regularly check to ensure pathways are well lit and that egress lighting is working in hallways and stairwells. Lake Security checks the lighting of the building exterior and parking lots during their security checks.

Educational Programs Related to Security Awareness and Prevention of Criminal Activity

The University seeks to enhance the security of its campus and the members of the campus community by periodically presenting educational programs to inform students and employees about campus security procedures and practices, to encourage students and employees to be responsible for their own security and the security of others and to inform them about the prevention of crimes. A description of those programs and their frequency of presentation follows:

Self Defense Programs

There is a wonderful opportunity for Franciscan Missionaries of Our Lady University students to attend a self-defense course offered by the LSU Police. The 12-hour Equalizer Women's & Men's Self-Defense Class is available to FranU students, faculty, and staff. In addition to learning self-defense, LSU PD Equalizer Instructors will also cover personal safety, residential safety, and statistics. Classes are hosted separately, meaning there will never be males and females in the same class for safety and survivor purposes. For more information, you may call the LSU Police Department at 225-578-3231, or email them at lsupd@lsu.edu.

There is also a free self-defense class for women offered by the Baton Rouge Police Department called The Equalizer. Participants must be at least 13 years old with no current injuries. This class involves hands-on, physical training. For more information about attending The Equalizer, and for course schedules, please contact the Training Academy at 225-389-3886. You can also go to Eventbrite.com and search for Baton Rouge Police Women's Equalizer.

Safety Education

Safety education is conducted at least annually and it includes information about campus security procedures and practices and encouragement for campus community members to be responsible for their own safety and the safety of others. All faculty and staff must complete online annual safety education at the beginning of every Fall semester. All students must complete an orientation which includes safety education and alcohol & drug education in accordance with Department of Education requirements. Safety information is also sent by email periodically throughout the academic year. A safety educational offering is conducted every fall and every spring semester and is open to all faculty, staff and students.

Periodically, a representative from Lake Security or the Police Department presents a campus security and crime prevention program. Local agencies are available to provide additional educational programs to students, faculty and staff on crime prevention and awareness. Individuals interested in additional safety and security programs should contact the Facilities Manager.

Specifically, the University has chosen the Run, Hide, Fight protocol created by the Department of Homeland Security and adopted by OSHA, the Department of Labor and the FBI as a training tool for active shooter scenarios. The concept is: Run when it is safe to run. Hide where it is safe to hide. Fight if you or others around you have no other options. The video is distributed the first week of Fall and Spring semesters to all faculty, staff and students through the safety course in Moodle called “Keeping the Pack Safe”..

General Safety Rules

In addition to the education programs described above, the campus community should also be aware of the general safety rules outlined below.

A. To Prevent Accidents
    1. Observe all safety regulations.
    2. Report any unsafe conditions or defective equipment.
    3. Report all accidents immediately.
    4. Walk; don’t run, especially in stairwells.
    5. Open doors slowly.
    6. Don’t block doorways, stairwells or emergency exits.
    7. Do not lift or move heavy objects without assistance.
    8. Do not pick up broken glass. Ask for assistance from the custodial staff.
    9. Handle electrical equipment with dry hands. Switch off equipment before unplugging it.
    10. Use a stepladder or stool to reach high objects. Do not use a chair, desk, etc.
    11. Do not cause trip hazards with extension cords, telephone lines or power cords.
    12. Transport equipment, books and supplies using proper carriers.

13. Know the location of all fire alarm switches.
14. Know the location of all smoke detectors.
15. Know the location of all fire extinguishers.
16. Know how to activate fire extinguisher.
17. Study the evacuation plan posted in the hallways.
18. Walk on sidewalks.

B. To Prevent Crimes
    1. Never expose valuables or cash.
    2. Do not walk alone, especially at night.
    3. Select a secure parking spot.
    4. Park only in lighted populous locations.
    5. Lock all doors on your car when exiting.
    6. Do not accept unsolicited help from strangers.
    7. If you need a Security escort, call 225-765-8825 or 225-202-7890.
    8. Report all concerns about campus safety to the Office of Facilities.

C. To Prevent Violent Acts on Campus
    1. Project calmness. Move and speak quietly and confidently.
    2. Take threats seriously and report them.
    3. Report suspicious individuals immediately.
    4. If you have reason to believe you are in any danger from a known source, contact the Director of Counseling at 225-526-1713 or the Facilities Manager at 526-1734.
    5. If you believe you are in immediate danger or have been threatened, contact the local police immediately. Also contact Lake Security at 765-8825 and/ or our Extra-Duty Police Officers at 225-202-7890.
    6. In either of the above situations, stay in populated locations and well-lit areas.

In addition, the campus community should be aware of the following considerations when facing a potentially violent situation.

- **When faced with violence or potential violence**:
    - Do not belittle or dare a violent person.
    - Do not reject all of the person's demands from the start.
    - Make yourself aware of exits.
    - Do not allow yourself to be backed into a room corner.
    - Give a violent individual personal space.

- **Threatening Interactions or Hostile Acts:** Remain calm and speak slowly to the individual(s). If able to use the phone, call a receptionist in your building and ask her to call "**Doug**" at 225-765-8825. The receptionist will then call Lake Security who will respond by sending personnel to the location. If unable to use the phone and if able to make contact with a co-worker, ask them to call "**Doug**" at 225-765-8825. By calling security in this manner you will help to avoid engaging other personnel in the confrontation.

- **Hostage Situation:**
  - If a hostage situation occurs and you are not a hostage, don't become one. Move away from the scene quickly and warn others. Report the situation to Lake Security at 225-765-8825 and call 911.
  - Do not give information to public media. This will be handled by The President of the University or the President's designee.
  - If you become a hostage, remember:
    - Do not be a hero.
    - Accept your situation and be prepared to wait.
    - The first 15-45 minutes are the most dangerous.
    - Follow the instructions of your captor.
    - The longer you are together, the less likely that captor will hurt you.

- **Random Shooting:** If you hear shooting in your building, shelter in place. Call 911, if possible. Also notify the Extra-Duty Police Officer at 225-202-7890, if possible.

Disclosure of the Outcome of a Crime of Violence or Non-Forcible Sex Offense

Upon written request, the University will disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of the paragraph.

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

Drug and Alcohol Policy

The University is committed to creating and maintaining an environment that is free of alcohol abuse. The University prohibits the possession, use, and sale of alcohol beverage on campus or as any part of the University's activities, unless it is done so in accordance with applicable University policies, and it also enforces the state's underage drinking laws.

Events serving alcohol would need to be pre-approved by the Dean of Students or appropriate Vice-President.

The University also enforces federal and state drug laws. The possession, sale, manufacture or distribution of illegal drugs is prohibited on campus or as any part of the University's activities. Violators of the University's policies or federal and state laws regarding illegal drugs will be subject to disciplinary action and possibly criminal prosecution.

Drug and Alcohol Abuse Prevention Program

The University has a drug and alcohol abuse and prevention program and conducts a biennial review of this program to evaluate its effectiveness. For more information, see below.

- The Student Drug and Alcohol Policy can be found in the "Campus Alcohol and Drug Program" document on the Health page on myPortal.
- The Employee Drug and Alcohol Policy can be found in the Employee Handbook located on myPortal.
- Additional resources can be found on the Health page on myPortal (see "Student Guide to Having Fun" and "Substance Abuse Resource List").
- Biennial review of the University's drug and alcohol abuse prevention program: This report is prepared by the Office of Facilities and submitted to the University President on a biannual basis. More information about this report can be obtained from the Facilities Manager at (225) 526-1734.

Policy, Procedures and Programs Related to Dating Violence, Domestic Violence, Sexual Assault, and Stalking (collectively referred to in this document as "Sexual Misconduct")

Consistent with the requirements of Title IX of the Education Amendments of 1972, the Clery Act, and the Violence Against Women Act ("VAWA"), the University prohibits discrimination based on sex in its educational programs and activities, including sexual harassment, and acts of dating violence, domestic violence, sexual violence (including sexual assault) and stalking. The University also prohibits any retaliation, intimidation, threats, coercion or any other discrimination against any individuals exercising their rights or responsibilities pursuant to these laws and institutional policy. The University's Harassment Policy and Sexual Offenses Policy are used to address complaints of this nature. These policies and the procedures for filing, investigating and resolving complaints for violations of this policy may be found in the Campus Safety Plan on myPortal as well as in the Student Handbook on myPortal.

The following discusses the University's educational programs to promote the awareness of dating violence, domestic violence, sexual assault and stalking; provides information concerning procedures students and employees should follow and the services available in the event they do become a victim of one of these offenses, and advises students and

employees of the disciplinary procedures that will be followed after an allegation that one of these offenses has occurred.

Primary Prevention and Awareness Program:

The University conducts a Primary Prevention and Awareness Program (PPAP) for all incoming students and new employees. In it they are specifically advised that the University prohibits the offenses of dating violence, domestic violence, sexual assault and stalking. They are also informed of the topics in the upcoming sections, including relevant definitions, risk reduction, and bystander intervention.

Summary of Definitions (Complete Definitions from the Louisiana Revised Statutes can be found in Appendix A)

- **Dating violence**
  Violence committed by a person who has been in a social relationship of a romantic or intimate nature with the victim gauged by its length, type and frequency of interaction.
- **Domestic violence**
  A felony or misdemeanor crime of violence committed by the victim's current or former spouse, cohabitant, persons similarly situated or anyone protected under domestic or family violence law. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.
- **Sexual assault**
  Any sexual act directed against another person, forcibly and/or against that person's will; or not forcible against the person's will where the victim is incapable of giving consent.
- **Sexual harassment**
  Gender-based verbal, non-verbal or physical conduct that has the purpose or effect of unreasonably interfering with an individual's work or academics or creates a humiliating, degrading, intimidating, hostile, or offensive working, educational or living environment. Sexually offensive language and activities in the University's public spaces constitute harassment. Stalking either electronically or in person constitutes harassment.
- **Stalking**
  Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for her/his or other's safety or to suffer substantial emotional distress. (Electronic stalking via phone, text, email or other web-based means is considered to be stalking.)

University Definition of Consent

As noted in Appendix A, Louisiana law does not define consent (as it relates to sexual activity). However, the University uses the following definition of consent in its Sexual

Offenses Policy for the purpose of determining whether sexual assault has occurred:

Consent is an explicitly communicated, reversible mutual agreement in which all parties are capable of making a decision. Consent exists when all parties exchange mutually understandable affirmative words or behavior indicating their agreement to participate voluntarily in sexual activity.

Consent is:

- explicitly communicated. This means that someone communicates a "yes" to any and all sexual activity, ideally through words and actions. Consent MAY NOT be inferred from silence, passivity, lack or resistance or lack of an active response. A person who does not physically resist or verbally refuse sexual activity is not necessarily giving consent.
- reversible**.** This means that someone reserves the right to change their mind. Consent can be withdrawn at any time and should be respected. Once withdrawal of consent has been expressed through words or actions, sexual activity must cease.
- mutual agreement in which all parties are capable of making a decision. This means that someone who is physically incapacitated from alcohol or other drug consumption (voluntarily or involuntarily), or is unconscious, unaware, asleep, or otherwise physically impaired is considered UNABLE to give consent.
- informed. This means that someone is informed of and has consented to all activity, including things like taking pictures or video, and has knowledge of a person's sexual health status (e.g., sexually transmitted infections) before consenting to sexual activity.
- voluntary. This means that if someone is hesitant, confused, or unsure, that they should not feel coerced or threatened to consent. It also means that individuals with a previous or current intimate relationship do not automatically give either initial or continued consent to sexual activity.
- actively given**.** This means that consent to one form of sexual activity does not constitute consent to all forms of sexual activity. Consent must be actively given throughout sexual activity.

Risk Reduction

If you find yourself in an uncomfortable sexual situation, these suggestions may help you reduce your risk:

- If you have limits, make them known as early as possible.
- Tell a sexual aggressor "NO" clearly and firmly.
- Try to remove yourself from the physical presence of someone who makes you feel uncomfortable or seems sexually aggressive.

- Find someone nearby and ask for help.
- Take affirmative responsibility for your alcohol intake/drug use and acknowledge that alcohol/drugs lower your sexual inhibitions and may make you vulnerable to someone who views a drunk or high person as a sexual opportunity.
- Take care of your friends and ask that they take care of you. A real friend will challenge you if you are about to make a mistake. Respect them when they do.
- Make others earn your trust. Don't assume new friends will definitely have your back or will always have your best interests in mind.
- Do not spend time alone with someone you do not know well.
- Watch your drinks. Do not accept drinks from people you don't know or drink beverages you did not open yourself. Don't share or exchange drinks with anyone and do not consume drinks from "common" containers such as punch bowls. Do not leave your drink unattended.
- Make plans and be prepared when going out. Have a backup plan in case someone gets separated from the group or their phone dies and know how you are safely getting home.

If you find yourself in the position of being the initiator of sexual behavior, these suggestions may help you to reduce your risk of being accused of sexual assault or another sexual crime:

- Remember that you owe sexual respect to the other person.
- Don’t make assumptions about the other person’s consent or about how far they are willing to go.
- Remember that consent to one form of sexual activity does not necessarily imply consent to another form of sexual behavior.
- If your partner expresses a withdrawal of consent, stop immediately.
- Clearly communicate your sexual intentions so that the other person has a chance to clearly tell you their intentions.
- Consider “mixed messages” a clear sign that the other person is uncomfortable with the situation and may not be ready to progress sexually.
- Don’t take advantage of someone who is really drunk or on drugs, even if they knowingly and intentionally put themselves in that state. Further, don’t be afraid to step in if you see someone else trying to take advantage of a nearly incapacitated person.
- Be aware of the signs of incapacitation, such as slurred speech, bloodshot eyes, vomiting, unusual behavior, passing out, staggering, etc.

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

Bystander Intervention

In addition to reporting incidents to appropriate authorities, below are some ways in which individuals can take safe and positive steps to prevent harm and intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking against another person.

Direct…

- Intervene when a person tries to take advantage of someone who is incapacitated. Step in and ask if the person needs help.
- Show disapproval - Send a frustrated look, clear your throat, frown or give an audible sigh rather than go along with sexist, rape-supporting or homophobic comments or jokes.
- Help friends safely get out of potentially dangerous situations.
- Look out for friends when they've had too much to drink…don't leave them, have a buddy system, make sure they get home safely.

Distract….

- Interrupt the Behavior – State directly to the offending person that the behavior is unacceptable
- Provide a Distraction - Change the subject or interrupt an argument to ask for directions or provide some other distraction.

Delegate …

- Call for help - Reach out to someone in authority or emergency personnel when you see someone is in danger so they may intervene immediately.

Delay…

- Provide public or private support to the aggrieved person after the fact via a listening ear showing you care.
- Strategize ways to handle similar scenarios should they occur in the future.

Educate… yourself and others about interpersonal violence and gender inequality.

Other Information Covered by the PPAP

The PPAP also provides information on possible sanctions and protective measures that may be imposed following a determination that an offense of dating violence, domestic violence, sexual assault, or stalking has occurred, an explanation of the disciplinary procedures that will be followed when one of these offenses is alleged, the rights of the parties in such a proceeding, available resources, and other pertinent information. Much of this information is set forth in the upcoming sections of this security report.

Ongoing Prevention and Awareness Campaign:
The University also conducts an Ongoing Prevention and Awareness Campaign (OPAC) aimed at all students and employees. This campaign covers the same material as provided

in the PPAP, but is intended to increase the understanding of students and employees on these topics and to improve their skills for addressing the offenses of dating violence, domestic violence, sexual assault and stalking.

PPAP and OPAC Programming Methods:

The PPAP and OPAC are carried out in a variety of ways, using a range of strategies, and, as appropriate, targeting specific audiences throughout the University. Methods include, but are not limited to: presentations, online training modules, distribution of written materials, periodic email blasts, and guest speakers. Past programming and currently planned programming includes the following:

- New students receive information on the prevention of dating violence, domestic violence, sexual assault, and stalking through a presentation by the Facilities Manager during orientation. All new employees are required to complete an online training module on these topics upon hire. Annually, all employees are required to complete this online training.
- As part of its ongoing campaign, the University uses a variety of strategies, such as in-person presentations by sexual assault organizations, emails blasts with pertinent information, portal announcements, etc. While programming occurs throughout the year, the University also offers educational sessions and literature in coordination with nationally recognized observances such as Sexual Assault Awareness Month and Domestic Violence Awareness Month.

Procedures to Follow if You are a Victim of Sexual Assault, Dating Violence, Domestic Violence, or Stalking:

If you are a victim of sexual assault, dating violence, domestic violence, or stalking, go to a safe place and call 911, Lake Security at 225-765-8825, or the Extra-Duty Police at 225-202-7890. In addition to, or in lieu of, contacting an entity listed in the previous sentence, you can also contact the University's Title IX Coordinator at 225-526-1679 or 5414 Brittany Drive, Baton Rouge, LA 70808. Victims will be notified in writing of the procedures to follow, including:

1. To whom and how the alleged offense should be reported (contact the Title IX Coordinator or refer to the other resources listed in this report).

2. The importance of preserving evidence that may be necessary to prove the offense in a criminal proceeding or disciplinary action or to obtain a protective order. To that end, keep in mind the following:

    - You should not remove clothing items worn during or following an assault, as they frequently contain valuable fiber, hair, and fluid evidence.
    - Don't bathe or wash, or otherwise clean the environment in which the assault occurred.

- You can obtain a forensic examination at Our Lady of the Lake Regional Medical Center located at 5000 Hennessy Blvd. 225-765-6565 or other local medical facility (see Resource Guide for Survivors of Sexual Violence).
- Completing a forensic examination does not require you to file a police report, but having a forensic examination will help preserve evidence in case you decide at a later date to file a police report.
- Evidence in electronic formats should also be retained (e.g., text messages, emails, photos, social media posts, screenshots, etc.).
- Victims of stalking should also preserve evidence of the crime to the extent possible.

3. The victim's options regarding notification to law enforcement, which are: (a) the option to notify either on-campus or local police; (b) the option to be assisted by campus security authorities in notifying law enforcement if the victim so chooses (the University is obligated to comply with such a request if it is made); and (c) the option to decline to notify such authorities.

    - Lake Security: 225-765-8825
    - Extra-Duty Police: 225-202-7890
    - Baton Rouge Police Department: 9000 Airline Hwy. 225-389-2000 (**for emergency dial 911**)
    - To make a police report, a victim should contact the local police agency listed above either by phone or in-person. The victim should provide as much information as possible, including name, address, and when and what occurred, to the best of the victim's ability.

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

    - In Louisiana, victims may obtain an Order of Protection, which provides protective relief for victims of domestic abuse, dating violence, stalking, or sexual assault. Information about Orders of Protection may be found at: http://www.lasc.org/court_managed_prog/lpor.asp.
    - A protection order may be obtained by filing a petition with the court. It is not necessary to have an attorney to file the petition or to represent the petitioner at court. Steps for filing can be found at: http://www.lasc.org/court_managed_prog/lpor/filing_steps.asp. Petitioners may get forms and assistance from this website, the parish Clerk of Court's Office, or from victim advocates at the local battered women's program, local sexual assault program or the district attorney's victim assistance program.

- When a protection order is granted, it is enforceable statewide. If you have obtained a protection order and need it to be enforced in your area, you should contact the local police department.
- The University will also enforce any temporary restraining order against the alleged perpetrator from a criminal, civil, or tribal court. Any student or employee who has a protection order should notify the Facilities Manager and provide a copy of the restraining order so that it may be kept on file with the University and can be enforced on campus, if necessary. Upon learning of any orders, the University will take all reasonable and legal action to implement the order.

Available Victim Services:

Victims will be provided written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available to them, both within the University and in the surrounding community. (See appendix) Those services include:

University Resources

- Title IX Coordinator: 225-526-1679 or 5414 Brittany Drive, Baton Rouge, LA 70808.
- On campus Counseling: 225-526-1620 or studentaffairs@franu.edu
- Student Financial Aid – Sometimes a victim of a crime may feel the need to take a leave of absence from school. If a student is considering a leave of absence based on the circumstances of a complaint, he/she should understand there may be financial aid implications in taking such leave. This should be discussed with financial aid personnel. The University's financial aid website can be found at: https://www.franu.edu/offices-services/office-of-financial-aid

State/Local Resources

- HOSPITALS/MEDICAL CENTERS IN THE AREA
  - Our Lady of the Lake Regional Medical Center: 5000 Hennessy Blvd. 225-765-6565
  - Baton Rouge General Medical Center-Bluebonnet Campus: 8585 Picardy Ave. 225-763-4000
  - Woman's Hospital: 100 Woman's Way 225-927-1300

- OPTIONS FOR MENTAL HEALTH SERVICES IN THE AREA
  Counseling is available for survivors of domestic violence and sexual assault through campus Counseling Services within Student Affairs and by referral to off-campus agencies. Contact 225-526-1620 or studentaffairs@franu.edu. For assistance outside of office hours, students are encouraged to call the Baton Rouge Crisis Line at 844-542-2133.

- VICTIM ADVOCACY & SUPPORT ORGANIZATIONS IN THE AREA
  - Sexual Trauma and Awareness Response (STAR): www.star.ngo 24-hour Hotline: 225-383-7273 or 855-435-STAR
  - IRIS Domestic Violence Center: http://www.stopdv.org/ 24-hour Crisis Line: 225-389-3001 or 800-541-9706
  - Louisiana Foundation Against Sexual Assault: http://www.lafasa.org
  - Louisiana Coalition Against Domestic Violence: http://lcadv.org/
  - Southeast Louisiana Legal Services: https://slls.org/

National Resources

- National Domestic Violence Hotline: 1-800-799-7233
- National Sexual Assault Hotline: 1-800-656-4673
- Rape, Abuse and Incest National Network (RAINN): https://www.rainn.org/
- US Dept. of Justice Office on Violence Against Women: https://www.justice.gov/ovw
- National Coalition Against Domestic Violence: http://www.ncadv.org/
- National Sexual Violence Resource Center: http://www.nsvrc.org/
- U.S. Citizenship and Immigration Services: https://www.uscis.gov/
- Immigration Advocates Network: https://www.immigrationadvocates.org/

Accommodations and Protective Measures:

Regardless of whether the victim chooses to report the crime to campus security or local law enforcement, the University will make every effort to ensure victims of sexual misconduct are provided reasonable accommodations and protective measures (see Resource Guide for Survivors of Sexual Violence). Accommodations and protective measures may include: changing clinical assignments, changing classes, changing on campus working situations, providing security escorts or additional security on campus.

Requests of this nature should be made to the Title IX Coordinator at 225-526-1679 or 5414 Brittany Drive, Baton Rouge, LA 70808. If the Title IX Coordinator is not appropriate, then the person in the next step of administration should be notified. When determining the reasonableness of such a request, appropriate University Administrators may consider, among other factors, the following:

- The specific need expressed by the complainant.
- The age of the students involved.
- The severity or pervasiveness of the allegations
- Any continuing effects on the complainant
- Whether the complainant and alleged perpetrator share the same class or job location.
- Whether other judicial measures have been taken to protect the complainant (e.g., civil protection orders).

The University is obligated to grant requests to change academic, living, transportation, and working situations, or other protective measures, to the extent it has control over these environments and such accommodations or protective measures are reasonably available.

The University will maintain as confidential any accommodations or protective measures provided a victim to the extent that maintaining confidentiality would not impair the University's ability to provide them. However, there may be times when certain information must be disclosed to a third party in order to implement the accommodation or protective measure. Disclosures of this nature will be limited so that only the information necessary to implement the accommodation or protective measure is provided. In the event it is necessary to disclose information about a victim in order to provide an accommodation or protective order, the University will inform the victim of that necessity prior to the disclosure, including which information will be shared, with whom it will be shared and why.

Procedures for Title IX Complaints:

Any current FranU student or employee may make a Title IX complaint for "any unwelcome conduct that a reasonable person would find so severe, pervasive and objectively offensive that is effectively denies a person equal educational access" and that occurs within the United States and on the FranU campus or during a FranU sponsored activity.

The following procedures are implemented whenever a formal sexual misconduct complaint is made by a current student or employee. Complaint resolution is initiated once a written formal complaint is filed with the Title IX Coordinator. The complaint can be submitted electronically, in-person or by U.S. mail:

Title IX Coordinator
5414 Brittany Drive
Baton Rouge, LA 70808

Once a complaint is made, the Title IX Coordinator will commence the investigatory process as soon as practicable, but not later than seven (7) business days after the complaint is made. The Title IX Coordinator and/or designee will analyze the complaint and notify the accused in writing that a complaint has been filed. Students have the right to choose between a formal process or informal mediation. Both options are described below.

- When an affiliate agency, such as a clinical or service-learning site, is involved, the student is encouraged to provide a written complaint to their program director/chair as well as the Human Resources (or similar representative) of the involved agency. The program director/chair is expected to follow up with the involved agency and file all documentation to the Title IX Coordinator for record keeping. This document should include all actions taken to address the complaint.

Informal Mediation

In the event a sexual misconduct complaint is made, the complainant and accused may

agree to an informal mediation process. The Title IX Coordinator will mediate by bringing both parties together for a meeting. The guidelines are:

1. Informal Mediation is not allowed if an employee is accused of sexual harassment of a student.
2. Informal Mediation may only be used when agreed upon by both parties. Written consent for the process is required.
3. The process is confidential.
4. Disciplinary action may not be needed if an agreement between the parties and the University is reached.
    - Disciplinary action may include, but may not be limited to: warning, reprimand, loss of privileges, educational sanctions, and restriction of eligibility to represent the University at official functions, suspension, separation or termination..
5. The student or employee or both may withdraw from the Informal Mediation process at any point and resume with the Formal Title IX Hearing process.

Formal Hearing Process

In the event a sexual misconduct complaint is made in which the complainant and accused do not agree on informal mediation, the Title IX Coordinator will oversee and coordinate the formal Title IX complaint process as follows:

1. The Title IX Coordinator or the designated investigator(s) will review the statements and evidence presented and may, depending on the circumstances, interview others with relevant knowledge, review documentary materials, and take any other appropriate action to gather and consider information relevant to the complaint in order to assess if the allegations are substantiated by Clear and Convincing evidence. If Clear and Convincing evidence is presented, a live hearing will be scheduled.
2. The Title IX Coordinator will oversee the formal hearing proceedings.
3. The complainant and the accused will be represented by an advisor of their choice. If either party does not have an advisor, the University will provide one at no cost.
4. Advisors will question and may cross examine involved parties (complainant, accused and witnesses).
5. The University designated decision-maker will make the final determination, based on the Clear and Convincing evidence standard, whether or not a Title IX infraction has occurred.
6. A Determination Letter will be prepared and disseminated to the complainant and the accused within five (5) business days of the formal hearing.
7. The Determination Letter will outline the findings along with any disciplinary consequences and/or any proactive measures that will be initiated by the University to eliminate discriminatory conduct and to prevent reoccurrence.
8. A Memorandum of Determination that explains the reasoning for the decision will also be prepared. This is a separate document available for review by either party upon request.

Rights of the Parties in an Institutional Formal Process:

During the course of the formal Title IX Complaint process described above, both the complainant and the accused are entitled to a prompt, fair and impartial process. Due process protections to ensure reliable outcomes include:

1. A presumption of innocence throughout the Title IX complaint process.
2. Written notice of allegations and an equal opportunity to review evidence.
3. Live hearings in the higher education context.
4. A prohibition of a single-investigator model, instead requiring a decision-maker separate from the Title IX Coordinator or investigator(s).
5. Title IX Coordinators, investigators and decision-makers free from bias or conflicts of interest.
6. The opportunity for the complainant and the accused to be accompanied to any related meeting or proceeding by the advisor of their choice.
7. The opportunity to test the creditability of parties and witnesses through cross-examination. Advisors may cross-examine the complainant, the accused and any witnesses participating in the Title IX hearing. Students may not cross-examine each other.
8. Have the outcome determined using the Clear and Convincing evidence standard based on the totality of the evidence presented.
9. Both parties have an equal opportunity to appeal the determination by filing a written appeal (see appeals process below).
10. Upon closure of the Title IX Complaint case, a deidentified summary report will be shared with parties responsible for Clery reporting as needed.

Appeals Process

1. Appeals will be accepted only for procedural irregularity, new evidence or conflict of interest. Additionally, the University has discretion to offer additional grounds for appeal, if deemed necessary.
2. The other party will be notified within five (5) business days if an appeal is submitted.
3. The notified party will have the opportunity, if requested, to review the original written appeal and submit a written response within five (5) business days of being notified that an appeal was submitted.
4. The written appeal should be submitted to the Title IX Coordinator.
5. The appeal and all formal hearing documentation will be forwarded to the Title IX designated appeals officer.
6. The appeals officer will resolve the appeal within a reasonable timeframe.
7. The appeals officer’s decision on appeal is final, and the parties will be notified of the decision in writing.

Possible Sanctions or Protective Measures that University May Impose in Sexual Misconduct Offenses:

Following a final determination that sexual misconduct has been committed and the evidence meets the Clear and Convincing standard, the institution may impose a sanction depending on the mitigating and aggravating circumstances involved. Possible sanctions include but are not limited to: restitution; loss of privileges; restriction on eligibility to represent the University at any official function, probation, suspension or expulsion/termination. If a suspension is imposed on a student, it may be for a full semester or an entire academic year. An employee may be suspended for any length of time determined appropriate by the University Administration in consultation with Human Resources. By written agreement, Human Resource services are provided to the University by the Franciscan Missionaries of Our Lady Health System. Following a suspension, the individual will be required to meet with the Chief Student Affairs Officer (if student) or Director of Human Resources (if employee) to discuss re-entry and expectations going forward.

In addition, the University can make available to the victim a range of protective measures. They include, but are not limited to: forbidding the accused from communicating with the victim, security escorts, modifications to clinical or class schedules, and changes in on campus working situations.

Publicly Available Recordkeeping:

The University will complete any publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifiable information about victims of sexual misconduct who make reports of such to the University to the extent permitted by law.

Victims to Receive Written Notification of Rights:

When a student or employee reports to the University that he or she has been a victim of sexual misconduct, whether the offense occurred on or off campus, the University will provide the student or employee a written explanation of his or her rights and options as described in the paragraphs above.

Sex Offender Registration Program:

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to advise members of the campus community where they can obtain information provided by the state concerning registered sex offenders. It also requires sex offenders to notify the state of each institution of higher education in the state at which they are employed or enrolled or carrying on a vocation. The state is then required to notify the University of any such information it receives. Anyone interested in determining whether such persons are on this campus may do so by contacting the Office of Facilities at 225-526-1734 or healthandsafety@franu.edu. State registry of sex offender information may be accessed at the following link: https://www.lsp.org/community-outreach/sex-offender-registry/.

Emergency Response and Evacuation Procedures

The University has an emergency management plan designed to ensure there is a timely and effective response in the event of a significant emergency or dangerous situation occurring on campus involving an immediate threat to the health or safety of members of the campus community. Such situations include, but are not limited to: tornadoes, bomb threats, chemical spills, disease outbreaks, fires, active shooters, etc. The University has communicated with local police and Lake Security requesting their cooperation in informing the University about situations reported to them that may warrant an emergency response.

Students, staff and visitors are encouraged to notify the Facilities Manager at 225-526-1734, the President's Office at 225-526-1729, or our Extra-Duty Police Officer at 225-202-7890 of any situation that poses such a threat. After hours, contact Lake Security at 225-765-8825.

The Facilities Manager will access available sources of information from campus administrative staff and local authorities to confirm the existence of the danger and will be responsible for initiating the institution's response and for marshaling the appropriate local emergency response authorities for assistance. Depending on the nature of the emergency, other University personnel or Hospital departments may be involved in the confirmation process.

Once the emergency is confirmed and based on its nature, the Facilities Manager will consult with other appropriate University officials to determine the appropriate segment or segments of the University community to be notified.

The Facilities Manager, in collaboration with other appropriate personnel, will determine who should be notified, and will, 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.

Depending on the segments of the campus the notification will target, the content of the notification may differ. When appropriate, the content of the notification will be determined in consultation with local authorities. Also as appropriate, the notification will give guidance as to whether its recipients should shelter in place or evacuate their location.

The Facilities Manager will direct the issuance of emergency notifications, which will be accomplished using one or more of the following means, depending on the nature of the threat and the segment of the campus community being threatened:

Method	Sign-Up Instructions
Text Messaging	All current students are automatically enrolled in RAVE Alert each semester with the ability to opt-out of future notifications. Faculty & staff may sign up for these alerts by providing contact information to the Office of Facilities. A sign up link is provided to faculty & staff prior to the start of Fall and Spring semesters.
University email	All students and employees are provided with an email account through the University
Posted notices on bulletin boards within the University building	N/A
Posted notices on the University website	N/A
Posted notices on the University's social media accounts	N/A

At the direction of the Facilities Manager, members of the University's Communications Team will notify local law enforcement of the emergency, if they are not already aware of it, and local media outlets in order that the larger community outside the campus will be aware of the emergency.

The University tests its emergency response and evacuation procedures at least once a year. The tests may be announced or unannounced. Also, at various times the emergency response team will meet to train and test and evaluate the University's emergency response plan.

The Facilities Manager maintains a record of these tests and training exercises, including a description of them, the dates and times they were held and an indication of whether they were announced or unannounced. In connection with at least one such test, the University will distribute to its students and employees information to remind them of the University's emergency response and evacuation procedures.

For more information about the University's emergency response and incident command procedures, see Appendix B of this report.

Crime Statistics

The following University statistics, in compliance with the 1998 provisions of the Student Right-To-Know and Campus Security Act (Jeanne Clery Act), are provided for your information. These statistics reflect all reported crimes, including reports of alleged criminal incidents that fall into one of the required reporting classifications over the past three calendar years.

	On Campus			Non Campus **			Public Property		
Crime	**2022**	**2021**	**2020**	**2022**	**2021**	**2020**	**2022**	**2021**	**2020**
Murder/Non-Negligent Manslaughter	0	0	0	n/a	n/a	n/a	0	0	0
Manslaughter by Negligence	0	0	0	n/a	n/a	n/a	0	0	0
Rape	0	0	0	n/a	n/a	n/a	0	0	0
Fondling	0	0	0	n/a	n/a	n/a	0	0	0
Statutory Rape	0	0	0	n/a	n/a	n/a	0	0	0
Incest	0	0	0	n/a	n/a	n/a	0	0	0
Aggravated Assault	0	0	0	n/a	n/a	n/a	0	0	0
Burglary	0	0	0	n/a	n/a	n/a	0	0	0
Robbery	0	0	0	n/a	n/a	n/a	0	0	0
Motor Vehicle Theft	0	0	0	n/a	n/a	n/a	0	0	0
Arson	0	0	0	n/a	n/a	n/a	0	0	0
Arrest - Liquor Law Violation	0	0	0	n/a	n/a	n/a	0	0	0
Arrest - Drug Abuse Violation	0	0	0	n/a	n/a	n/a	0	0	0
Arrest - Weapon Violation	0	0	0	n/a	n/a	n/a	0	0	0
Disciplinary Referral - Liquor Law Violation	0	0	0	n/a	n/a	n/a	0	0	0
Disciplinary Referral - Drug Abuse Violation	0	0	0	n/a	n/a	n/a	0	0	0
Disciplinary Referral - Weapon Violation	0	0	0	n/a	n/a	n/a	0	0	0
Domestic Violence	0	0	0	n/a	n/a	n/a	0	0	0
Dating Violence	0	0	0	n/a	n/a	n/a	0	0	0
Stalking	0	1	0	n/a	n/a	n/a	0	0	0

*The University does not have on-campus student housing.

**The University does not have “non-campus buildings or property.”

Hate crimes:

2022: No hate crimes reported.
2021: No hate crimes reported.
2020: No hate crimes reported.

Unfounded crimes:

2022: There were no crimes determined to be unfounded by a commissioned law enforcement officer after a full investigation and subsequently withheld from the crime statistics disclosure.
2021: There were no crimes determined to be unfounded by a commissioned law enforcement officer after a full investigation and subsequently withheld from the crime statistics disclosure.
2020: There were no crimes determined to be unfounded by a commissioned law enforcement officer after a full investigation and subsequently withheld from the crime statistics disclosure.

Additional information on crime statistics for post-secondary schools can be found on the U.S. Department of Education website. http://ope.ed.gov/security/Search.asp. Detailed Baton Rouge crime incidents may be found at https://data.brla.gov/Public-Safety/Baton-Rouge-Crime-Incidents/fabb-cnnu (the University is located in District 2 Zone E SubZone 3).

APPENDIX A
Sexual Misconduct Definitions

Crime Type (Louisiana Revised Statutes)	Definitions
Dating Violence (LA Rev. Stat. 46:2151)	The Criminal Code of Louisiana does not define the term dating violence. However, the Protection from Dating Violence Act provides the following definitions: • "Dating partner" means any person who is involved or has been involved in a sexual or intimate relationship with the offender characterized by the expectation of affectionate involvement independent of financial considerations, regardless of whether the person presently lives or formerly lived in the same residence as the offender. "Dating partner" shall not include a casual relationship or ordinary association between persons in a business or social context. • "Dating violence" includes but is not limited to physical or sexual abuse and any offense against the person as defined in the Criminal Code of Louisiana, except negligent injury and defamation, committed by one dating partner against the other.
Domestic Violence	The institution has determined, based on good-faith research, that Louisiana law does not define the term domestic violence. However, Louisiana law provides does include the crimes of domestic abuse battery and domestic abuse aggravated assault. • Domestic abuse battery (LA Rev. Stat. 14:35.3): A. Domestic abuse battery is the intentional use of force or violence committed by one household member or family member upon the person of another household member or family member. B. For purposes of this Section: ▪ "Family member" means spouses, former spouses, parents, children, stepparents, stepchildren, foster parents, and foster children. ▪ "Household member" means any person of the opposite sex presently or formerly living in the same residence with the offender as a spouse, whether married or not, or any child presently or formerly living in the same residence with the offender, or any child of the offender regardless of where the child resides. • Domestic abuse aggravated assault (LA Rev. Stat. 14:37.7): A. Domestic abuse aggravated assault is an assault with a dangerous weapon committed by one household member or family member upon another household member or family member. B. For purposes of this Section: ▪ "Family member" means spouses, former spouses, parents, children, stepparents, stepchildren, foster parents, and foster children. ▪ "Household member" means any person of the opposite sex presently or formerly living in the same residence with the offender as a spouse, whether married or not, or any child presently or formerly living in the same residence with the offender, or any child of the offender regardless of where the child resides.

Crime Type (Louisiana Revised Statutes)	Definitions
Stalking (LA Rev. Stat. 14:40.2)	Stalking is the intentional and repeated following or harassing of another person that would cause a reasonable person to feel alarmed or to suffer emotional distress. Stalking shall include but not be limited to the intentional and repeated uninvited presence of the perpetrator at another person's home, workplace, school, or any place which would cause a reasonable person to be alarmed, or to suffer emotional distress as a result of verbal, written, or behaviorally implied threats of death, bodily injury, sexual assault, kidnapping, or any other statutory criminal act to himself or any member of his family or any person with whom he is acquainted. For the purposes of this Section, the following words shall have the following meanings: • "Harassing" means the repeated pattern of verbal communications or nonverbal behavior without invitation which includes but is not limited to making telephone calls, transmitting electronic mail, sending messages via a third party, or sending letters or pictures. • "Pattern of conduct" means a series of acts over a period of time, however short, evidencing an intent to inflict a continuity of emotional distress upon the person. Constitutionally protected activity is not included within the meaning of pattern of conduct. Louisiana law also defines the offense of Cyberstalking (LA Rev. Stat. § 14:40.3), as follows: A. For the purposes of this Section, the following words shall have the following meanings: 1) "Electronic communication" means any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature, transmitted in whole or in part by wire, radio, computer, electromagnetic, photoelectric, or photo-optical system. 2) "Electronic mail" means the transmission of information or communication by the use of the Internet, a computer, a facsimile machine, a pager, a cellular telephone, a video recorder, or other electronic means sent to a person identified by a unique address or address number and received by that person. B. Cyberstalking is action of any person to accomplish any of the following: 1) Use in electronic mail or electronic communication of any words or language threatening to inflict bodily harm to any person or to such person's child, sibling, spouse, or dependent, or physical injury to the property of any person, or for the purpose of extorting money or other things of value from any person. 2) Electronically mail or electronically communicate to another repeatedly, whether or not conversation ensues, for the purpose of threatening, terrifying, or harassing any person. 3) Electronically mail or electronically communicate to another and to knowingly make any false statement concerning death, injury, illness, disfigurement, indecent conduct, or criminal conduct of the person electronically mailed or of any member of the person's family or household with the intent to threaten, terrify, or harass. 4) Knowingly permit an electronic communication device under the person's control to be used for the taking of an action in Paragraph (1), (2), or (3) of this Subsection.
Sexual Assault	The institution has determined, based on good-faith research that Louisiana law does not define the term sexual assault.

Crime Type (Louisiana Revised Statutes)	Definitions
Rape, Fondling, Incest, Statutory Rape	For purposes of the Clery Act, the term “sexual assault” includes the offenses of rape, fondling, incest, and statutory rape. These definitions under Louisiana law are as follows: • Rape (LA Rev. Stat. § 14-41): A. Rape is the act of anal, oral, or vaginal sexual intercourse with a male or female person committed without the person's lawful consent. B. Emission is not necessary, and any sexual penetration, when the rape involves vaginal or anal intercourse, however slight, is sufficient to complete the crime. C. For purposes of this Subpart, "oral sexual intercourse" means the intentional engaging in any of the following acts with another person: 1) The touching of the anus or genitals of the victim by the offender using the mouth or tongue of the offender. 2) The touching of the anus or genitals of the offender by the victim using the mouth or tongue of the victim. • First degree rape (LA Rev. Stat. § 14-42): A. First degree rape is a rape committed upon a person sixty-five years of age or older or where the anal, oral, or vaginal sexual intercourse is deemed to be without lawful consent of the victim because it is committed under any one or more of the following circumstances: 1) When the victim resists the act to the utmost, but whose resistance is overcome by force. 2) When the victim is prevented from resisting the act by threats of great and immediate bodily harm, accompanied by apparent power of execution. 3) When the victim is prevented from resisting the act because the offender is armed with a dangerous weapon. 4) When the victim is under the age of thirteen years. Lack of knowledge of the victim's age shall not be a defense. 5) When two or more offenders participated in the act. 6) When the victim is prevented from resisting the act because the victim suffers from a physical or mental infirmity preventing such resistance. B. For purposes of Paragraph (5), "participate" shall mean: 1) Commit the act of rape. 2) Physically assist in the commission of such act. C. For purposes of this Section, the following words have the following meanings: 1) "Physical infirmity" means a person who is a quadriplegic or paraplegic. 2) "Mental infirmity" means a person with an intelligence quotient of seventy or lower. • Second degree rape (LA Rev. Stat. § 14-42.1): A. Second degree rape is rape committed when the anal, oral, or vaginal sexual intercourse is deemed to be without the lawful consent of the victim because it is committed under any one or more of the following circumstances: 1) When the victim is prevented from resisting the act by force or threats of physical violence under circumstances where the victim reasonably believes that such resistance would not prevent the rape. 2) When the victim is incapable of resisting or of understanding the nature of the act by reason of stupor or abnormal condition of the mind produced by a narcotic or anesthetic agent or other controlled

Crime Type (Louisiana Revised Statutes)	Definitions
	dangerous substance administered by the offender and without the knowledge of the victim. • Third degree rape (LA Rev. Stat. § 14-43): A. Third degree rape is a rape committed when the anal, oral, or vaginal sexual intercourse is deemed to be without the lawful consent of a victim because it is committed under any one or more of the following circumstances: 1) When the victim is incapable of resisting or of understanding the nature of the act by reason of a stupor or abnormal condition of mind produced by an intoxicating agent or any cause and the offender knew or should have known of the victim's incapacity. 2) When the victim, through unsoundness of mind, is temporarily or permanently incapable of understanding the nature of the act and the offender knew or should have known of the victim's incapacity. 3) When the victim submits under the belief that the person committing the act is someone known to the victim, other than the offender, and such belief is intentionally induced by any artifice, pretense, or concealment practiced by the offender. 4) When the offender acts without the consent of the victim. • Fondling: The institution has determined, based on good-faith research, that Louisiana law does not define the term fondling. • Incest: The institution has determined, based on good-faith research, that Louisiana law does not define the term incest. • Statutory Rape: The institution has determined, based on good-faith research, that Louisiana law does not define the term statutory rape.
Other Crimes that could be considered Sexual Assault	Other crimes under Louisiana law that may be classified as a "sexual assault" include the following: • Sexual battery (LA Rev. Stat. § 14-43.1): A. Sexual battery is the intentional touching of the anus or genitals of the victim by the offender using any instrumentality or any part of the body of the offender, directly or through clothing, or the touching of the anus or genitals of the offender by the victim using any instrumentality or any part of the body of the victim, directly or through clothing, when any of the following occur: 1) The offender acts without the consent of the victim. 2) The victim has not yet attained fifteen years of age and is at least three years younger than the offender. 3) The offender is seventeen years of age or older and any of the following exist: a) The act is without consent of the victim, and the victim is prevented from resisting the act because either of the following conditions exist: i. The victim has paraplegia, quadriplegia, or is otherwise physically incapable of preventing the act due to a physical disability. ii. The victim is incapable, through unsoundness of mind, of understanding the nature of the act, and the

Crime Type (Louisiana Revised Statutes)	Definitions
	offender knew or should have known of the victim's incapacity. b) The act is without consent of the victim, and the victim is sixty-five years of age or older. • Misdemeanor sexual battery (LA Rev. Stat. § 14-43.1.1.A): Misdemeanor sexual battery is the intentional touching of the breasts or buttocks of the victim by the offender using any instrumentality or any part of the body of the offender, directly or through clothing, or the intentional touching of the breasts or buttocks of the offender by the victim using any instrumentality or any part of the body of the victim, directly or through clothing, when the offender acts without the consent of the victim. • Second degree sexual battery (LA Rev. Stat. § 14-43.2): A. Second degree sexual battery is the intentional engaging in any of the following acts with another person when the offender intentionally inflicts serious bodily injury on the victim: 1) The touching of the anus or genitals of the victim by the offender using any instrumentality or any part of the body of the offender; or 2) The touching of the anus or genitals of the offender by the victim using any instrumentality or any part of the body of the victim. B. For the purposes of this Section, serious bodily injury means bodily injury which involves unconsciousness, extreme physical pain or protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty, or a substantial risk of death. • Oral sexual battery (LA Rev. Stat. § 14-43.3): A. Oral sexual battery is the intentional touching of the anus or genitals of the victim by the offender using the mouth or tongue of the offender, or the touching of the anus or genitals of the offender by the victim using the mouth or tongue of the victim, when any of the following occur: 1) The victim, who is not the spouse of the offender, is under the age of fifteen years and is at least three years younger than the offender. 2) The offender is seventeen years of age or older and any of the following exist: a) The act is without the consent of the victim, and the victim is prevented from resisting the act because either of the following conditions exist: i. The victim has paraplegia, quadriplegia, or is otherwise physically incapable of preventing the act due to a physical disability. ii. The victim is incapable, through unsoundness of mind, of understanding the nature of the act, and the offender knew or should have known of the victim's incapacity. b) The act is without the consent of the victim, and the victim is sixty-five years of age or older. • Crime against nature (LA Rev. Stat. § 14-89.A(2)): The marriage to, or sexual intercourse with, any ascendant or descendant, brother or sister, uncle or niece, aunt or nephew, with knowledge of their relationship. The relationship must be by consanguinity, but it is immaterial whether the parties to the act are related to one

Crime Type (Louisiana Revised Statutes)	Definitions
	another by the whole or half blood. The provisions of this Paragraph shall not apply where one person, not a resident of this state at the time of the celebration of his marriage, contracted a marriage lawful at the place of celebration and thereafter removed to this state. • Felony carnal knowledge of a juvenile (LA Rev. Stat. § 14-80): A. Felony carnal knowledge of a juvenile is committed when: 1) A person who is seventeen years of age or older has sexual intercourse, with consent, with a person who is thirteen years of age or older but less than seventeen years of age, when the victim is not the spouse of the offender and when the difference between the age of the victim and the age of the offender is four years or greater; or 2) A person commits a second or subsequent offense of misdemeanor carnal knowledge of a juvenile, or a person who has been convicted one or more times of violating one or more crimes for which the offender is required to register as a sex offender under R.S. 15:542 commits a first offense of misdemeanor carnal knowledge of a juvenile. B. As used in this Section, "sexual intercourse" means anal, oral, or vaginal sexual intercourse. C. Lack of knowledge of the juvenile's age shall not be a defense. Emission is not necessary, and penetration, however slight, is sufficient to complete the crime. • Misdemeanor carnal knowledge of a juvenile (LA Rev. Stat. § 14-80.1): A. Misdemeanor carnal knowledge of a juvenile is committed when a person who is seventeen years of age or older has sexual intercourse, with consent, with a person who is thirteen years of age or older but less than seventeen years of age, when the victim is not the spouse of the offender, and when the difference between the age of the victim and age of the offender is greater than two years, but less than four years. B. As used in this Section, "sexual intercourse" means anal, oral, or vaginal sexual intercourse. C. Lack of knowledge of the juvenile's age shall not be a defense. Emission is not necessary, and penetration, however slight, is sufficient to complete the crime.
Consent (as it relates to sexual activity)	The institution has determined, based on good-faith research, that Louisiana law does not define the term consent (as it relates to sexual activity).

Appendix B

Resource Guide for Survivors of Sexual Violence

University Resources

- Title IX Coordinator: 225-526-1679 or 5414 Brittany Drive, Baton Rouge, LA 70808
- On campus Counseling: 225-526-1620 or studentaffairs@franu.edu
- Student Financial Aid – Sometimes a victim of a crime may feel the need to take a leave of absence from school. If a student is considering a leave of absence based on the circumstances of a complaint, he/she should understand there may be financial aid implications in taking such leave. This should be discussed with financial aid personnel. The University's financial aid website can be found at: https://www.franu.edu/offices-services/office-of-financial- aid
- Accommodations and protective measures are determined on a case-by- case basis and may include: changing clinical assignments, changing classes, changing on campus working situations, providing security escorts or additional security on campus.

State/Local Resources

HOSPITALS/MEDICAL CENTERS IN THE AREA

- Our Lady of the Lake Regional Medical Center:
  5000 Hennessy Blvd. 225-765-6565
- Baton Rouge General Medical Center-Bluebonnet Campus: 8585
  Picardy Ave. 225-763-4000
- Woman's Hospital: 100 Woman's Way 225-927-1300

OPTIONS FOR MENTAL HEALTH SERVICES IN THE AREA

Counseling is available for survivors of domestic violence and sexual assault through campus Counseling Services within Student Affairs and by referral to off-campus agencies. Contact 225-526-1620 or studentaffairs@franu.edu. For assistance outside of office hours, students are encouraged to call the Baton Rouge Crisis Line at 844-542-2133.

VICTIM ADVOCACY & SUPPORT ORGANIZATIONS IN THE AREA

- Sexual Trauma and Awareness Response (STAR): www.star.ngo 24-hour Hotline: (225) 383-7273 or (855) 435-STAR

    - Baton Rouge based non-profit that provides confidential advocacy, counseling, and legal services to individuals and families affected by sexual trauma at no cost.
    - 24 Hour Hospital advocates available to accompany victims during hospital examination and police procedures.
- LaFASA (Louisiana Foundation Against Sexual Assault)
  http://www.lafasa.org Statewide 24-hour Crisis Hotline 888-995-7273
  Services include:
    - Hotline for survivors that need crisis support, help with managing trauma, and information about local service providers. All calls are FREE and confidential. Offers services in both English and Spanish.
    - Digital Resource Center: If you are not interested in calling a hotline for information, check out LaFASA's Survivor Resource Center! We include the same referral information you can get from the hotline, helpful tips for managing trauma, and links to other resources.
    - Accredited Local Sexual Assault Centers: Contact a local accredited sexual assault center. All member sexual assault centers must pass regular accreditation process. Accreditation ensures you can expect to receive high- quality service from well trained staff and volunteers.
    - Legal Services: If you are in an unserved parish without a local accredited sexual assault center or if your accredited local sexual assault center does not offer legal support, LaFASA may be able to help you navigate criminal justice systems. Contact LaFASA's Legal Advocate to learn more about advocacy services.
    - Survivor Advocacy: If you are in an unserved parish without a local accredited sexual assault center, LaFASA may be able to help you seek justice and find resources to help you heal. Contact LaFASA's Justice Systems Coordinator to learn more about advocacy services.
    - University / Campus SupportIf you have experienced sexual violence on campus or at a university event, LaFASA may be able to help you seek justice and find resources to help you heal. Contact LaFASA's Campus Sexual Assault Program Coordinator to learn more about advocacy services.
- IRIS Domestic Violence Center http://www.stopdv.org
  24-Hour Crisis Line (225) 389-3001 or toll free at 1-800-541-9706
    - Iris Domestic Violence Center serves male and female survivors of dating and domestic violence and their children. All services are free and confidential. Services are offered to residential (in-shelter) as well as nonresidential survivors. Iris DV Center serves the parishes of East Baton Rouge, Ascension, Iberville, West Baton Rouge, Pointe Coupee, West Feliciana, and East Feliciana.

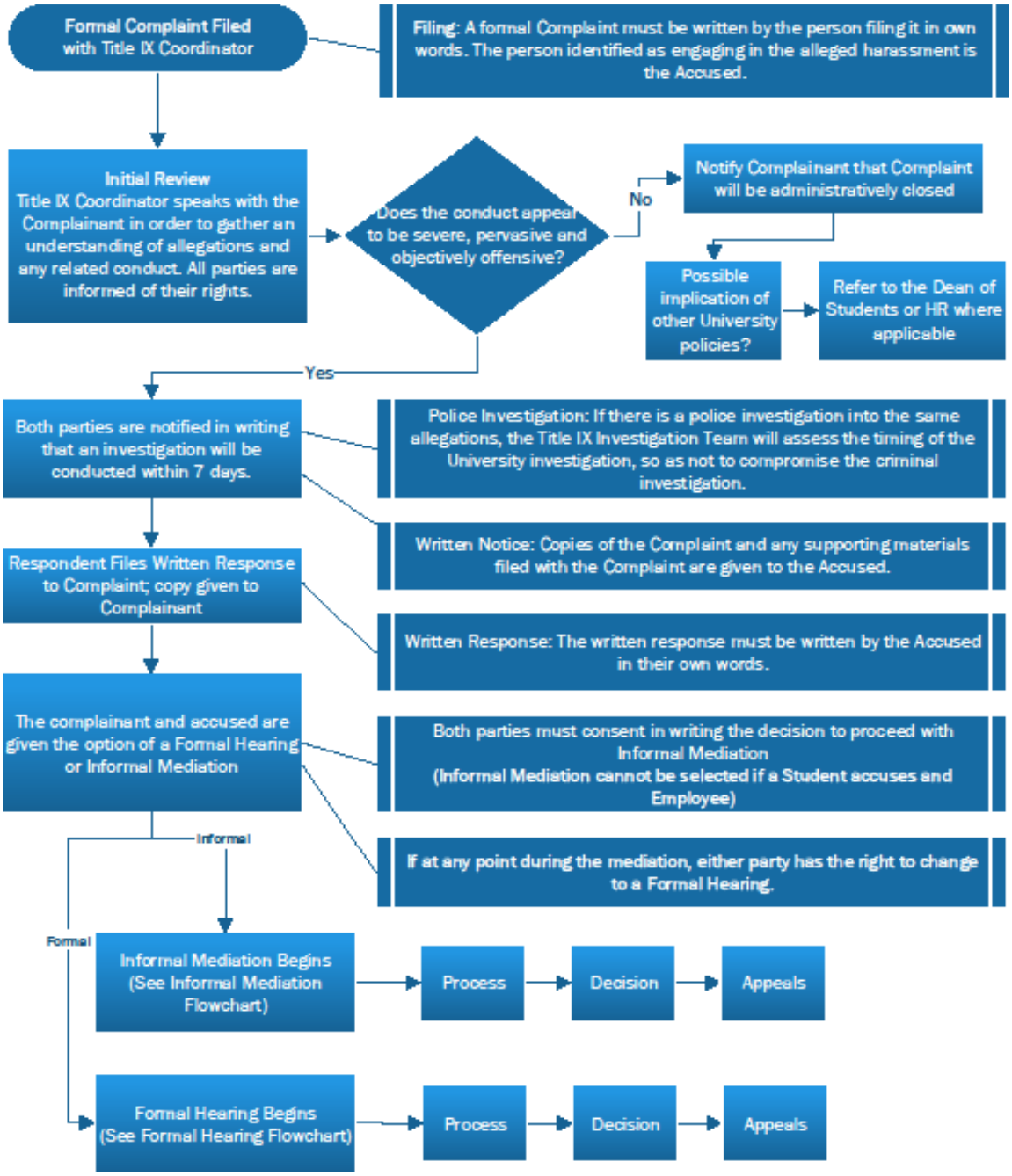
  - Services include: Emergency Shelter, Safety Planning, Danger Assessment, Support Groups, Children's Services, Case Management, Advocacy and Counseling, Legal Representation for Protective Order Applicants, Court Advocacy, Information and Referral, Relocation Assistance
- Louisiana Coalition Against Domestic Violence: http://lcadv.org
- Southeast Louisiana Legal Services: https://slls.org

National Resources

- National Domestic Violence Hotline: 1-800-799-7233
- National Sexual Assault Hotline: 1-800-656-4673
- Rape, Abuse and Incest National Network (RAINN): https://www.rainn.org/
- US Dept. of Justice Office on Violence Against Women: https://www.justice.gov/ovw
- National Coalition Against Domestic Violence: http://www.ncadv.org/
- National Sexual Violence Resource Center: http://www.nsvrc.org/

APPENDIX C

Title IX Process Overview



APPENDIX D

Campus Emergency Response and Incident Command

The University's Campus Emergency Response Team (CERT) will be called upon to coordinate response plans to emergency events that post a threat on the University campus. The team will consist of the University President, Vice Presidents, Deans or designees, a representative from each building, Facilities Manager, and the executive secretary to the President. Each member will have at least two (2) backup persons for representation in emergencies. Each team member will have emergency identification (letter from University President) designating them as essential personnel. Members are assigned to serve on this team on an annual basis.

This group will be called together by the President of the University or her designee when an emergency situation is imminent. Each building contact will be responsible for contacting the faculty, staff, and students in their respective building and conveying the appropriate information about the emergency. Depending on the crisis, a subset of this group, along with the University Extra-Duty Police Officer, and/or Lake Security Personnel, may be called upon in specific crisis situations.

Emergency Closure

A temporary emergency closure of the University may be implemented in response to a situation that threatens the well-being of students, faculty and staff, or the community at large. All decisions shall be made with a priority for human safety. Students, faculty, and staff are not expected to endanger their safety in order to attend class or work.

The University President or the appropriate administrative officer will determine whether the situation requires temporary closure of the University. A decision to temporarily close the University is intended to keep students, faculty, staff and visitors safe by keeping them out of a hazardous area and away from emergency response operations.

If external conditions are such that dismissal would threaten human safety, appropriate arrangements for human shelter will be implemented. The Communication Team will assist with communicating these decisions.

Designated Sheltering

In some emergency situations it may be safer to shelter in place rather than evacuating the building such as with random shooter on campus. If so, a shelter in place notice will be issued.

<u>Designated Shelter Areas</u>

Certain rooms and/or hallways have been designated in each building to serve as shelter areas. These are indicated on the building's exit route maps. You may be directed to the building's "Designated Shelter" as a safer alternative than evacuating the building or remaining in a classroom or office during certain emergency situations, particularly severe weather emergencies and toxic chemical or radioactive material releases.

Procedure:

- Go into the nearest building and seek appropriate shelter or the building's Designated Shelter Area if so directed.
    - In the event of a tornado threat, go to the lowest level and stay away from windows
    - In the event of a chemical release, go to an above-ground level of the building, since some chemicals are heavier than air and may seep into lowest level even if the windows are closed. Turn off the heat, air conditioning or ventilation system, if you have local controls for these systems. Some buildings have ventilation systems that are controlled centrally by their Maintenance Department.

Additional steps to be taken in the event of a chemical, biological or radioactive material release requiring designated sheltering

- Seal doors and windows with duct tape and/or plastic sheeting.
- Cover cracks under doors with damp towels.
- If you are directed to shut off utilities, notify Plant Services at 225-765-8292 to perform that task.
- Close and lock all windows and doors. Ensure that all entry points are locked.
- Place a person at each exit to ensure that no one leaves or enters.
- Do not use elevators.
- In the event of threat of violence, place large furniture against the door to barricade the door. Lie on the floor and stay down.
- Quickly locate supplies you may need, e.g., food, water, radio, etc. Retrieve the disaster supply kit.
- If possible, monitor for additional information via radio or television for further instructions.
- Do not call 911 unless you are reporting a life-threatening situation. Call University Extra-Duty Police at 225-202-7890 or Lake Security at 225-765-8825 so they can prevent anyone else from entering the building.
- When the "all clear" is announced by emergency officials:
    - Open windows and doors.
    - Turn on heating, air conditioning or ventilation system.
    - Go outside and wait until the building has been vented.

Procedure for Confirmed or Suspected Fire

Fire *inside* the building:
Remember the R-A-C-E acronym for the four essential steps to take if you discover a fire:

RESCUE – Assist anyone in immediate danger and help get them to a safe area as fast as possible.

ALARM - Alert others by pulling the nearest fire alarm. Call 911.

1. Notify Lake Security at 225-765-8825 if your building does not have an audible alarm. Give the location of the fire.
2. During regular business hours, notify University Operator by dialing 225-526-1700 and give the location of the fire.

CONTAIN- Confine the fire as much as possible by closing doors and windows behind you as you evacuate.

EXTINGUISH – Only attempt to put out the fire if it is small and contained, you have the proper equipment and it is safe for you to do so!

REMINDERS:

- EVACUATE the building via the nearest exit! Do NOT use the elevators. Stay low if smoke is present.
- ASSEMBLE in a safe area away from the building and away from fire equipment.

Directions for use of fire extinguishers:

PULL the pin.
AIM the extinguisher at the base of the fire while standing back 6-8 feet.
SQUEEZE the handle firmly.
SLOWLY sweep the extinguisher from side to side, spraying at the base of the fire until the fire goes out.

YOU SHOULD KNOW:

- Locations of nearest fire extinguishers and alarm pull boxes.
- The location of the fire, as specific as possible.
- All fire exits in your area.