

## **2013 CRIME AWARENESS ACT (The Clery Act)**

### **Public Safety Department at St. Olaf College**

The Public Safety Department, located on the lower level of Tomson Hall, is dedicated to the security, safety and protection of the entire college community consisting of approximately 3,000 undergraduate students and 800 faculty, staff, and administrators. Staffed with a director, eight full-time and one part-time public safety officers, Public Safety provides 24-hour incident response and security patrol to the St. Olaf community throughout the year. The safety and security of students, faculty, and staff remain one of St. Olaf College's primary concerns.

All members of the campus community are expected to support the efforts of the Public Safety Department in developing and maintaining a safe and secure living/learning environment. Public Safety strives to provide a safe college environment by following the procedures set forth in this document and encourages all community members to assume some responsibility for their own safety and security. If a student or employee believes that appropriate security procedures are not being followed, or that the College environment is unsafe, please contact the Director of Public Safety at (507) 786-3636 or by email at [behr@stolaf.edu](mailto:behr@stolaf.edu).

### **Public Safety Mission Statement**

The mission of the Public Safety Department is *"To support and advance the educational objectives of St. Olaf College by fostering a safe, secure and stable environment for living, learning and working"*. The success of this mission depends on an interactive partnership between Public Safety and the students, faculty, administration, staff and visitors to the College. The foundation of this partnership is the realization that all students, faculty, administrators and staff must also accept their individual and collective responsibilities with respect to crime prevention and incident reporting to make St. Olaf College an institution that fosters a civil, orderly and safe environment for all.

### **Community Reporting and Institutional Response**

To achieve a safe and secure campus environment, **all** members of the campus community are encouraged to report promptly any suspicious or criminal activity observed directly to Public Safety at x3666. Those community members who "have significant responsibility for student and campus activities, serve as advisors to student groups or coach student athletes" are **required** to report crimes to Public Safety. Upon receipt of a call, the switchboard operator/dispatcher will gather preliminary information from the caller and when appropriate, dispatch a Public Safety officer to the location of the incident. The responding officer will investigate the complaint or concern and complete an incident report when appropriate. All community members are encouraged to promptly report all crimes to Public Safety and the Northfield Police Department. With the cooperation of the St. Olaf community, the Public Safety Department will continue to strive for a campus free from crime.

Depending upon the nature of the incident, Public Safety will initiate the appropriate response according to college policy. If appropriate, the Northfield Police Department will be contacted to assist in resolving the incident. The Northfield Police Department and St. Olaf College Public Safety openly exchange information concerning security and crime related matters and continue to maintain a pro-active stance with respect to the safety and welfare of the St. Olaf College and the Northfield communities. A confidential crime stoppers tip line was launched by the Northfield Police Department and community members are encouraged to use this number to help Public Safety and local law enforcement address criminal activity.

St. Olaf continues to maintain a positive and on-going working relationship with state and local law enforcement agencies to address the impact of criminal behavior. Regular meetings are routinely held on a

formal and informal basis with the Northfield Police to discuss criminal activity, investigations and crime trends on the campus, near the campus and within the City of Northfield. A memorandum of understanding has been signed by St. Olaf College Public Safety and the Northfield Police Department outlining the cooperation, support and response between the two agencies. In addition, the Northfield Police Department is informed of all serious incidents and property crimes occurring on the campus and when appropriate, will investigate crimes in conjunction with St. Olaf College Public Safety personnel.

Although the Public Safety Department is the central reporting point for campus incidents and crimes, statistical data is gathered from several sources on campus and off-campus. These include the Dean of Students Office, the Director of Residence Life, the Athletic Department, Student Conduct Officer, Human Resources Office, the Northfield Police Department and those persons who have significant responsibility for student activities. Although pastoral and professional counselors are not required to report crimes due to their confidential counseling roles, they are encouraged to report statistical data for inclusion in this report. Reported violations of state or federal laws, college policy or suspicious activity are documented in reports maintained and archived by Public Safety.

All members of the St. Olaf community should memorize the following numbers to report criminal behavior and emergencies:

<b>St. Olaf Public Safety</b>	<b>3666</b>
<b>Northfield Police, Fire, and Rescue</b>	<b>9-911</b>
<b>Northfield Confidential Crime Tip Line</b>	<b>663-9494</b>

Emergency telephones are located near the main entrance of each residence hall. Additional outside phones are located at Buntrock Commons, Dittmann Center, Christiansen Hall of Music, Regents Hall, Tomson Hall, the Skoglund parking lot, Lincoln Lot, and parking lots I and J to encourage the prompt reporting of criminal and/or unacceptable behavior. These exterior phones are equipped with a stationary blue light above them so they are easily recognizable across campus. Telephones are also located in the hallways of all academic buildings to facilitate prompt reporting.

### **Authority of Public Safety Officers**

St. Olaf Public Safety officers are charged with enforcing college policies as well as state and local laws where applicable, that occur on college property. The St. Olaf campus is considered private property and as such, access to and the ability to remain on campus property may be denied based on inappropriate behavior. All persons must produce identification upon request by a Public Safety officer while on St. Olaf College property. St. Olaf Public Safety officers are not police officers licensed by the State of Minnesota. They are empowered to make arrests pursuant to Minnesota Code Section 629.37 covering citizen's arrests. However in most instances, the Northfield Police will be summoned to the campus should circumstances warrant the arrest of the offender.

### **Building Security**

All residence halls are secured by a card access system at hours determined by the residence life office. Other than the main doors, all exterior doors to the residence halls are locked 24 hours a day and are considered emergency exits only complete with local audible alarms. Public Safety rechecks residence hall exterior doors after the scheduled locking times in an attempt to ensure that the doors remain secure. Honor houses utilize an exterior and interior key system for the residents as well as a separate security lock that may be activated based on the occupancy status. All academic and administrative buildings are checked and secured daily at predetermined times by Public Safety staff. The College also employs full-time locksmiths to repair and replace locks that require attention to maintain the security of all campus buildings. Public Safety strives to see that all appropriate doors are locked and asks that any student or

employee noticing an unlocked or propped door to report the location immediately to Public Safety at x3666.

### **Community Awareness and Crime Prevention**

Crime prevention at St. Olaf College is based on minimizing or eliminating criminal opportunities and encouraging students and employees to be responsible for their own safety/security and the safety/security of others. Public Safety conducts crime prevention programs upon request to educate the St. Olaf community on measures the community can take to reduce the chances of becoming a victim of crime. These crime prevention programs consist of professionally produced videotapes/DVD's and/or topic specific lecture materials and an open exchange among attendees. Crime prevention programs for students, faculty and staff can be arranged by contacting the Director of Public Safety at x3636.

Crime prevention programs are conducted for all Area Coordinators, Resident Assistants and Junior Counselors prior to the beginning of each academic year. It is our intention to educate the residence hall staff since they may have the first immediate contact with the victims of crime. Crime prevention information including personal safety tips and the proper procedure for reporting incidents to Public Safety are posted on the Public Safety website for all community members. We believe that a well informed campus community will be empowered to take preventive measures that will ultimately reduce their chances of becoming a victim of criminal activity.

### **Emergency Response**

Whenever an incident occurs on campus, Public Safety should be contacted **immediately** @ 3666. Upon arrival, the officers will confirm the reported incident, assess the situation and determine if additional resources are necessary to resolve the situation. Additional resources may include other college employees/departments or external agencies such as the Northfield Police, the Northfield Fire Department or Northfield Emergency Medical Services. If the incident is determined to be a significant emergency that will impact the campus community, the Critical Event Response Team (CERT) would be activated and respond to the campus. The Critical Event Response Team (CERT) is comprised of personnel from public safety, student affairs, residence life, facilities, communications and IT. CERT was created to assist with the response to the incident and if appropriate, initiate the emergency notification system and begin the transition to emergency operations. Emergency response exercises for the CERT team are conducted annually. In addition, data is recorded regarding each table top exercise to include a description of the exercise, the date and time it was conducted and whether the exercise was announced or unannounced. St. Olaf College has adopted an "all hazards approach" to campus emergencies utilizing the Incident Command System (ICS) of incident management. The Public Safety Department and numerous other key college officials have received incident command training through the National Incident Management System (NIMS) to enhance our response to and recovery from critical campus incidents.

### **Emergency Notification**

St. Olaf College will notify the community when a significant emergency or dangerous situation occurs involving an immediate threat to the health or safety of students or employees on the campus. This notification will be initiated utilizing our emergency notification system (Ole Alert) consisting of text messaging to cell phones as well as PDA's and e-mail alerts. The St. Olaf emergency notification system is subscriber based and readily available to all students, faculty and staff through the college website at [www.stolaf.edu](http://www.stolaf.edu) under Emergency Notification. All community members are strongly encouraged to subscribe to the emergency notification system since this is the most comprehensive and far reaching method of communicating emergency notifications. Tests of the emergency notification system are conducted semi-annually and data gathered to measure distribution through our system provider. The College will also utilize other systems such as building intercoms, public address systems, digital signage screens, telephones and e-mail to enhance the distribution of information.

In the event of a significant emergency, an Ole Alert will be issued by St. Olaf College to students and staff without delay, taking into account the safety of the community. The College will determine the content of the notification and initiate the notification immediately unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to or otherwise mitigate the emergency. The notification will be prepared and issued through a collaborative discussion with public safety staff, student affairs deans and communications staff. Information regarding the emergency will also be posted on the St. Olaf website through the office of Marketing and Communications as appropriate to inform the larger community.

### **Timely Warning Notifications**

When serious crimes are reported on campus, as defined by the Crime Awareness and Campus Security Act (the Clery Act), Public Safety will distribute a "timely warning" (a crime alert) to inform the community that an incident has been reported, general information surrounding the incident and how incidents of a similar nature might be prevented in the future. The criteria for the issuance of timely warnings would include "crimes that are considered to represent a serious and/or continuing threat to students and employees". These alerts are sent by electronic mail directly to students, faculty and staff and a hard copy notice is posted in the Public Safety Office. In addition, a "daily crime log" listing crimes reported to Public Safety is maintained in the Public Safety Office and is available for public review during normal business hours.

### **Evacuation Procedures**

All faculty, staff and students should learn the evacuation routes and stairwell locations for all campus building they frequently occupy. Evacuation maps and information are posted inside each residence hall student room on campus. Fire drills are conducted semi-annually in all residential facilities on campus and are monitored by the residence life staff and public safety. The purpose of these drills is to prepare building occupants for an organized evacuation in case of fire or other emergency. During an evacuation, occupants are encouraged to take personal belongings (purse, wallet, Ole card, cell phone, etc.) and follow the evacuation procedures for their building (close your door, proceed to the nearest exit and use the stairs, not the elevators). Once you have evacuated, seek shelter in the nearest campus building. If public safety, law enforcement or fire department personnel are on the scene, follow their directions.

### **Sheltering in Place**

If an incident occurs outdoors, the buildings around you become unstable or if the air outdoors becomes dangerous due to toxic or irritating substances in the air, it is usually safer to stay indoors. Thus, to "shelter in place" means to make a shelter in the building you are in. If you are outdoors, proceed to the closest building quickly or follow instructions from emergency personnel on the scene. Should this type of situation arise, a shelter in place notification will be sent to the community through our emergency notification system. To shelter in place, close all exterior doors, shut and lock all windows, turn off air conditioners and fans, close off ventilation systems if you are able (college staff will turn off building ventilation systems as quickly as possible when necessary) and place a rolled up towel under the door to the room. Monitor your cell phone and e-mail for further instructions and additional updates. A subsequent notification will be sent when it is no longer necessary to shelter in place.

### **Missing Students Who Reside in On-Campus Housing**

If a member of the College community has reason to believe that a student who resides in on-campus housing is missing, he or she should **immediately** contact Public Safety at (3666). Public Safety will respond to the caller and initiate an investigation. After assessing the missing person information, should Public Safety determine the student appears to be missing and has been missing for more than 24 hours, St. Olaf College will notify the Northfield Police Department, provide them with a report and notify the student's emergency contact person (if one is provided) no later than 24 hours after the student is determined to be missing. If the missing student is under 18 years of age and is not an emancipated

individual, St. Olaf College will notify the student's parent or legal guardian immediately after Public Safety has determined that the student is missing. In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by St. Olaf College in the event the student is determined to be missing for more than 24 hours. Only college officials and law enforcement will have access to the confidential contact person information. The above does not preclude St. Olaf College from initiating internal missing person procedures in less than 24 hours if circumstances warrant faster implementation.

### **Fire Safety**

In compliance with the Higher Education Opportunity Act (HEOA), St. Olaf College has posted an Annual Fire Safety Report on the Public Safety website [www.stolaf.edu/stulife/safety/](http://www.stolaf.edu/stulife/safety/) for public review. This document discusses on-campus residential fire statistics, fire safety systems, fire drills, residential fire safety policies and fire safety tips. A Daily Fire Log listing any fires in on-campus housing is also maintained at the Public Safety Office and is available for public review during normal business hours.

### **Campus Sex Crimes Prevention Act**

Information regarding registered Level 3 sex offenders living in the State of Minnesota is maintained by the Minnesota Department of Public Safety, the Minnesota Department of Corrections and the Minnesota Bureau of Criminal Apprehension. Of the three levels defined by the State of Minnesota, Level 3 sex offenders are considered the most serious and the most likely to re-offend. Information on Level 3 sex offenders may be obtained at the following web address: [www.corr.state.mn.us/level3/search.asp](http://www.corr.state.mn.us/level3/search.asp).

### **Addressing Sexual Assault and Sexual Harassment Incidents**

St. Olaf College is committed to a safe and healthy environment and as such will not tolerate sexual assault and sexual harassment in any form. Sexual assault and sexual harassment are not only acts of disrespect, violence, aggression or coercion against an individual, but also are attacks on our College community.

In conjunction with residence life programming, St. Olaf College conducts educational programs on alcohol and other drug use and abuse and the awareness and prevention of sex offenses upon request. SARN also facilitates programs on sexual assault each semester in the residence halls and are a valuable resource to victims of sexual assault. During Week One (orientation for First-Year students at the beginning of the academic year), students attend a program that addresses issues surrounding sexual assault, racism, alcohol use and gender issues. This program is primarily presented by members of the theater honors group who through role playing, depict and resolve issues that confront new students in a very powerful and realistic fashion.

St. Olaf College encourages victims of sex offenses to report the incident to the Dean of Students Office, the Title IX Coordinator/Director of Human Resources, the Sexual Assault Resource Network (SARN), Public Safety and the Northfield Police. The St. Olaf College Sexual Assault and Sexual Harassment Policy can be found in its entirety in the St. Olaf student handbook called *The Book* ([www.stolaf.edu/stulife/thebook](http://www.stolaf.edu/stulife/thebook)). Below are contact numbers for those to whom victims of sex offenses/harassment should report the incident to:

<i>Dean of Students Office</i>	<i>3023</i>
<i>Title IX Coordinator/Director of Human Resources</i>	<i>3068</i>
<i>Public Safety</i>	<i>3666</i>
<i>Northfield Police Department</i>	<i>9-911</i>
<i>Sexual Assault Resource Network</i>	<i>3777</i>

Victims of a sexual offense should report the offense to the Dean of Students Office, the Title IX Coordinator, SARN, Public Safety or the Northfield Police Department so that appropriate care and information can be provided. St. Olaf College will support any sexual assault victim by working with the student in any capacity necessary such as contacting the Northfield Police Department, contacting a support person or group, contacting the student's academic advisor and professors, providing transportation to the hospital and by providing alternative classes or housing at the request of the victim if alternative classes or housing are reasonably available.

Students have the option to notify local law enforcement authorities and will be assisted by campus authorities in notifying such authorities, if the student so chooses. All victims are encouraged to report the incident to the Northfield Police Department and file criminal charges, but the filing of charges is optional. If filing charges is a consideration, sexual assault victims should go to the Northfield Hospital to obtain a medical exam and preserve evidence that may be necessary for criminal prosecution as soon as possible. If charges are not being considered, victims are still encouraged to obtain a medical examination for the treatment of injuries, sexually transmitted diseases and pregnancy. As a result of the traumatic nature of sexual assault, survivors are strongly encouraged to seek support and counseling. Listed below are counseling and support services available free of charge to victims of sexual assault:

<i>SARN</i>	<i>x3777</i>
<i>Counseling Center</i>	<i>x3062</i>
<i>Health Service</i>	<i>x3063</i>
<i>Hope Center</i>	<i>1-800-607-2330</i>
<i>Dean of Students Office</i>	<i>x3023</i>

Sex offenses reported to Public Safety, the Title IX Coordinator or the Dean of Students Office will be investigated promptly and appropriate action taken. If the accused (respondent) is a student and the victim (complainant) reports the incident to the College, an investigation will be initiated by a designee from the Dean of Students Office. If the accused is an employee of the College, the investigation will be conducted by the Title IX Coordinator. The investigation will include, at a minimum, separate interviews with the complainant and respondent. During their own interview, the accuser and the accused are entitled to have others present. A written fact finding report will be prepared by the investigator and presented to the Responsible College Authority. The Responsible College Authority will then determine whether, based on a preponderance of evidence, sexual assault or sexual harassment has occurred which violates this policy, and if so, the disciplinary or other action that is appropriate. Following the final determination by the Responsible College Authority, the accuser and the accused shall be informed of the outcome alleging a sexual offense and the sanctions imposed. In all cases where there is a finding of a violation of the sexual assault and sexual harassment policy, the College will take prompt and appropriate action. Persons found responsible for rape, acquaintance rape, sexual harassment or other sex offenses will be subject to strict disciplinary action by the College, up to and including discharge or expulsion. To obtain more information concerning the options available to victims of sexual violence, contact the Dean of Students, the Counseling Center or SARN.

### **Safe Ride**

St. Olaf College sponsors a Safe Ride Program to provide safe, vehicular transportation for students concerned about their personal safety both on-campus and to areas immediately adjacent to the campus from 7:00 P.M. to 1:00 A.M. each day classes are in session. The Safe Ride drivers are dispatched from the Buntrock Commons and rides may be obtained by calling x3666 during the hours listed above. This service is operated only for personal safety reasons and will not transport groups of people. Also, the drivers will not provide transportation to downtown locations for appointments or leisure activities. The

Safe Ride program is under the direction of the Public Safety Department and staffed entirely by students. During the evening hours when Safe Ride is not operational, rides may be obtained by calling Public Safety at x3666.

### Reporting Areas

All crimes reported to Public Safety that occur on college property are contained in the statistics presented herein. St. Olaf College does not have off-campus student organizations recognized by the institution as student organizations with off-campus housing facilities. For the purposes of statistical crime reporting, reporting areas have been divided into four reporting areas: on campus, residence halls, non-campus and public property. The residence hall category also includes honor houses and language houses in which students reside. The on-campus area is comprised of all central campus property. Non-campus includes outlying property owned by the college but not utilized in direct support of the educational mission such as the SNAP farm. Public property includes St. Olaf Avenue from Lincoln Avenue to the St. Olaf Avenue entrance to campus and other streets bordering property owned by the College such as 1st and 2nd Street West from Lincoln Avenue, Lincoln Avenue, Greenvale Avenue and Highway 19 from Armstrong Road West to the edge of campus.

The Northfield Police Department also provides a listing of any crimes reported on or near the campus annually that are included in this report. Crimes reported in this manner are included in the crime statistics as presented based on the location of the crime.

### Crime Statistics

Statistical data is compiled from January 1 through December 31 of each year and is listed in the calendar year in which it was reported. Crimes are classified according to the Federal Bureau of Investigation Uniform Crime Reporting (UCR) system and the National Incident Based Reporting System (NIBRS). (1) Residential Facilities are a **sub-set** of the "on campus" total.

<b>2010</b>	On	Non	Public	Residential (1)
<b>Criminal Offense</b>	<b>Campus</b>	<b>Campus</b>	<b>Property</b>	<b>Facilities</b>
Criminal Homicide Total	0	0	0	0
Murder and Non negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex Offense (Forcible) Total	4	0	0	4
Forcible Rape	0	0	0	0
Forcible Sodomy	0	0	0	0
Sexual Assault with an object	0	0	0	0
Forcible Fondling	4	0	0	4
Sex Offense (Non Forcible) Total	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary Total	3	0	0	1
Forcible	2	0	0	0
Non forcible	1	0	0	1
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
<b>Arrest Statistics</b>				
Liquor Law Violation	23	0	0	20
Drug Violation	0	0	0	0
Weapons Violation	0	0	0	0
<b>Referred for Disciplinary Action</b>				
Liquor Law Violation	155	0	0	150
Drug Violation	14	0	0	12
Weapons Violation	0	0	0	0

<b>2011</b>	On	Non	Public	Residential (1)
<b>Criminal Offense</b>	<b>Campus</b>	<b>Campus</b>	<b>Property</b>	<b>Facilities</b>
Criminal Homicide Total	0	0	0	0
Murder and Non negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex Offense (Forcible) Total	5	0	0	5
Forcible Rape	2	0	0	2
Forcible Sodomy	0	0	0	0
Sexual Assault with an object	1	0	0	1
Forcible Fondling	2	0	0	2
Sex Offense (Non Forcible) Total	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary Total	7	0	0	4
Forcible	1	0	0	0
Non forcible	6	0	0	4
Motor Vehicle Theft	1	0	0	0
Arson	0	0	0	0

#### **Arrest Statistics**

Liquor Law Violation	37	0	0	22
Drug Violation	2	0	0	1
Weapons Violation	0	0	0	0

#### **Referred for Disciplinary Action**

Liquor Law Violation	161	0	0	150
Drug Violation	27	0	0	25
Weapons Violation	0	0	0	0

<b>2012</b>	On	Non	Public	Residential (1)
<b>Criminal Offense</b>	<b>Campus</b>	<b>Campus</b>	<b>Property</b>	<b>Facilities</b>
Criminal Homicide Total	0	0	0	0
Murder and Non negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex Offense (Forcible) Total	1	0	0	1
Forcible Rape	0	0	0	0
Forcible Sodomy	0	0	0	0
Sexual Assault with an object	0	0	0	0
Forcible Fondling	1	0	0	1
Sex Offense (Non Forcible) Total	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary Total	2	0	0	2
Forcible	0	0	0	0
Non forcible	2	0	0	2
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0

#### **Arrest Statistics**

Liquor Law Violations	26	0	0	22
Drug Violations	3	0	0	1
Weapons Violations	0	0	0	0

#### **Referred for Disciplinary Action**

Liquor Law Violation	132	0	0	91
Drug Violation	24	0	0	21
Weapons Violation	0	0	0	0



## Hate Crime Statistics

There were no Hate Crimes reported during calendar years 2010, 2011 or 2012 from any of the reportable areas. Hate Crimes are defined as crimes that manifest evidence that the victim was intentionally selected because of the perpetrator's bias. These crimes would include the previously listed crimes, any other crime involving bodily injury and also crimes of larceny/theft, simple assault, intimidation or the destruction, damage or vandalism to property that manifest evidence of the perpetrators bias.

## Definitions Used to Classify Criminal Offenses

### Criminal Homicide

- a. Murder and Non negligent Manslaughter** - The willful (non-negligent) killing of one human being by another.
- b. Negligent Manslaughter** - The killing of another person through gross negligence.

### Sex Offenses (Forcible)

- a. Forcible Rape** - The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
- b. Forcible Sodomy** - Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- c. Sexual Assault with an Object** - The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- d. Forcible Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against the person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

### Sex Offenses (Non-Forcible)

- a. Incest** - Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- b. Statutory Rape** - Non-forcible 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 or by the presentation of a weapon.

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

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

**Arson** - Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle, aircraft or personal property of another, etc.

## Alcohol and Drug Policies

By institutional policy, St. Olaf College chooses to be an alcohol and drug free community. We do so out of the conviction that this policy 1) promotes a caring environment; 2) enhances the atmosphere for study, learning, growth, work, and wellness; 3) supports members of the community affected by or concerned with the abuse of alcohol and other drugs; and 4) respects the rights of those who choose not to use alcohol or other drugs. Additional information concerning alcohol and other drug use may be found in *The Book*.

The possession, use, or distribution of alcoholic beverages is prohibited on the St. Olaf campus, on land owned by the college, and in college-owned houses in which students reside. Furthermore, the possession, use, distribution or sale of illegal drugs on all college property is strictly prohibited in accordance with college policy and State and Federal laws. College policies and State laws regarding alcohol and drug use are enforced by Public Safety, the residence life staff, concerned members of the campus community and the Northfield Police Department.

Students who choose to violate the alcohol policy, will face disciplinary action based on the severity of the infraction. A Level I offense is a first-time, less serious violation, a Level II offense is for a repeated or more serious first-time violation and Level III offenses are the most serious violations or repeated violations. Each level carries specific sanctions and is based on the appropriate level. The use, possession, distribution or sale of illegal drugs will be subject to disciplinary action up to and including dismissal from St. Olaf College. In addition to this information, we encourage all students, faculty and staff to review the Drug Free Schools and Communities Act publication which includes the legal sanctions of drug and alcohol violations as well as health risks, counseling, treatment and rehabilitation associated with drug and alcohol use and abuse.

### **Chemical Abuse Programs**

Prevention, Intervention, and Assistance Programs are available to all members of the St. Olaf Community to combat and cope with problems stemming from chemical use and abuse. Students are encouraged to contact the St. Olaf Health Service (x3063) or the Counseling Center (x3062) if they themselves or a friend are affected by chemical use or abuse. The above programs are also available for college employees through the Office of Human Resources (x3068).

## **Emergency Numbers**

<b>Public Safety</b>	<b>3666</b>
<b>Northfield Police, Fire, Ambulance</b>	<b>9-911</b>

## **Non-Emergency Numbers**

<b>Public Safety Dispatch</b>	<b>3666</b>
<b>Public Safety Office (with voice mail)</b>	<b>3770</b>
<b>Northfield Police Department</b>	<b>645-4477</b>
<b>Northfield Crime Tip Line</b>	<b>663-9494</b>
<b>Counseling Center</b>	<b>3062</b>
<b>Dean of Students Office</b>	<b>3023</b>
<b>Human Resources Office</b>	<b>3068</b>
<b>Safe Ride (7pm-1am when classes are in session)</b>	<b>3666</b>
<b>Sexual Assault Resource Network (SARN)</b>	<b>3777</b>