2013 COMPREHENSIVE COMBINED ANNUAL SECURITY REPORT AND ANNUAL FIRE SAFETY REPORT

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Emergency Numbers
Calls to the emergency numbers listed below are answered
24 hours a day, seven days a week.

Emergency
911 from a campus phone
317-940-9999 from a cell phone
(police, fire, medical)

Butler University Police Department
525 W. Hampton Dr.
Indianapolis, IN 46208
Tel: 317-940-BUPD (2873), option 1 (non-emergency)
Fax: 317-940-6578

Email: bupd@butler.edu
Website: www.butler.edu/bupd
@ButlerUpolice
@DawgAlert
@BUDawgWatch
A Message from the President

Greetings,

This report is designed to acquaint you with all the facts about safety and security on the Butler University campus. The report follows the University’s established practice of openly reporting incidents and current University policies and procedures to our community. It is our belief that accurate and full reporting of incidents is vital to a safe campus—the more we all know about what is happening, the more effective we all can be in ensuring a safe and protected environment.

Campus safety is an important issue for every member of the University community, and it is especially important on campuses located in or around urban areas. While Butler is fortunate to be located in a peaceful neighborhood in a stable city, no campus is protected from the harsh realities of modern life, and Butler is no exception.

The Department of Public Safety is responsible for compiling the information found in this report. We invite you to read through this report, to examine the statistics, and consider the sound advice of our University Police. We urge each member of our community to continue the fine tradition of cooperation across campus to keep Butler as one of the nation’s safest campuses.

Sincerely,

James M. Danko
President
A Message from the Chief of Staff and Executive Director of Public Safety

Greetings,

The 2013 Annual Security Report contains information on the Department of Public Safety at Butler University, which is comprised of the University Police Department, Emergency Preparedness, and Parking Services.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the annual fire safety report for campus housing are important tools to keep you informed. Please visit our website at www.butler.edu/public-safety/clery-information/annual-security-reports-(asr) to view up-to-date statistics and our daily crime log.

The Department of Public Safety is a division of the Office of the President. Butler University works closely with local, state, and federal officials to enhance its abilities to protect the campus and the surrounding neighborhood.

This report outlines the commitment that our University public safety employees have to ensure a safe campus environment. Please contact me with any questions or concerns.

Cordially,

Benjamin Hunter
Chief of Staff and Executive Director of Public Safety
The Clery Act

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

- Publish an annual report every year by October 1 that contains three years of campus crime and fire safety statistics and certain campus security policy statements.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The statistics must be gathered from campus police or security, local law enforcement, and other University officials who have “significant responsibility for student and campus activities.”
- Provide “timely warning” notices of those crimes that have occurred and pose an ongoing “threat to students and employees.”
- Issue an emergency notification, upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus.
- Disclose in a public crime log, “any crime that occurred on campus or within the patrol jurisdiction of the campus police and is reported to the campus police.”
- Maintain in a public fire log, a record of any fire that occurred in an on-campus student housing facility.

University Department of Public Safety

The Butler University Department of Public Safety is responsible for the security of the campus and the safety of diverse community groups, including a combined enrollment of more than 4,672 undergraduate and graduate students for the 2013–2014 academic year and 1,399 full-time and part-time faculty/staff on campus. The department has a staff of 29 employees.

The department reports to the Chief of Staff and Executive Director of Public Safety and is a division of the Office of the University President. The Chief of Staff/Executive Director of Public Safety reports directly to the president of the University.

Command staff consists of an Assistant Chief for Administration and an Assistant Chief for Operations who oversee the daily functions of the department. The Department of Public Safety has one Environmental Health and Safety Specialist who coordinates emergency preparedness and training.

The Department of Public Safety, which houses the University Police Department, is located on campus at 525 W. Hampton Drive. Officers work 24 hours a day, seven days a week, 365 days a year.

University Law Enforcement Authority

AUTHORITY AND JURISDICTION

University police officers are appointed under Indiana code 21-17-5-5 with law enforcement authority and are available 24 hours a day throughout the year. They are graduates of the Indiana Law Enforcement Academy. The legal jurisdiction of the University Police Department is established by the Board of Trustees and can be viewed by visiting www.butler.edu/media/2516603/bot_jursd_resolution_2011.pdf

The University Police Department, following state mandated guidelines, requires ongoing training in such areas as weapon safety and certification, use of force, criminal law, traffic law, patrol procedures, emergency response, first aid, and other skills. There are no current Memorandum of Understandings in place between the University Police Department and the Indianapolis Metropolitan Police Department. Both agencies have a great working relationship.
The University Police Department has a policy in place to monitor criminal activity in the surrounding area off campus. The University Police Department monitors and records criminal activity in which students engaged at off-campus locations of officially recognized student organizations including those with housing, but does use the local police agencies to monitor criminal activity at those locations. Both the University Police Department and the Indianapolis Metropolitan Police Department use the Indianapolis Public Safety Communications System to dispatch calls for service. The University Police Department does have a separate report management system, but has access to the City of Indianapolis computer aided dispatch terminals for increased efficiencies and assistance.

Security officers assist sworn officers in patrolling the campus on foot and vehicle, locking and unlocking buildings, and conducting security and safety checks of the physical campus on a daily basis, with the exception of weekends.

Students, employees, and visitors are subject to all local, state, and federal laws, in addition to campus policies, procedures, and regulations. University police officers may arrest individuals when probable cause exists that a violation of law has occurred. For violations of University policies, reports may be referred to the Office of the Vice President for Student Affairs for conduct action. Local police agencies may provide assistance to the University for any emergency that might require additional police services.

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(b)(4).

Reporting Criminal Actions and Other Emergencies

We encourage all students, employees, and guests to accurately and promptly report criminal incidents, accidents, and other emergencies to the University Police Department at 525 W. Hampton Drive, 317-940-BUPD (2873) (non-emergency) or 317-940-9999 (emergency), or report to local law enforcement agencies, either by phone at 911 or in person. Crimes should be reported to the University Police Department for inclusion in the annual statistical disclosure of crimes as well as for assessment for a Timely Warning.

Additionally, incidents can be reported to any uniformed public safety officer. The University has several two-way call stations (blue light phones) around campus and its vicinity for use during emergencies. By pressing the red button on the stations, users are immediately connected with the University police communication office. In response to reports of emergencies or criminal actions, the University Police Department vigorously investigates all reports of crimes. This includes confidential (where the reporting parties’ names are known but not released) and anonymous (where the reporting parties’ names are not known) reports. As described above, the Office of the Vice President for Student Affairs may receive reports involving violations of University policies or laws for conduct review and assessment when students are involved. Reports involving violations of University policies or laws when employees are involved will be reviewed by the Executive Director of Human Resources.

Daily crime logs containing the time, date, and general locations of all reported incidents are available to the public by visiting the BUPD office or at www.butler.edu/public-safety/crime-log. Information from crime reports is analyzed to identify emerging crime trends and allocate resources more efficiently.

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(b)(4).
Campus “Pastoral Counselors” and campus “Professional Counselors” are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. They are encouraged if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

A Pastoral Counselor is defined as:
An employee of an institution who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and who is functioning within the scope of that recognition as a pastoral counselor.

A Professional Counselor is defined as:
An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community, and who is functioning within the scope of his or her license or certification.

Other persons who have significant responsibility for campus and student activities and counsel or advise students and employees, are not exempt from reporting, even if the counseling is confidential.

**VOLUNTARY CONFIDENTIAL REPORTING**

A victim of a crime who does not want to pursue action within the criminal justice system or through Butler University, may still consider making a confidential report. The purpose of a confidential report is to comply with a victim's wish to keep the matter confidential, while taking steps to ensure the future safety of those involved and others. With such information, the University can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

Confidential reporting of a crime may be done on the University Police Department website at www.formstack.com/forms/butler-budp_silent_watch_reporting.

The “live-in” staff—the residence life coordinators and the resident assistants—also have established procedures to assist in responding to criminal actions or other emergencies. As soon as possible, all emergencies and criminal actions involving students are brought to the attention of the Dean of Student Life and/or Dean of Student Services, who provides either appropriate follow-up or student conduct action.

*A statement of current policies in regards to policies and procedures to report criminal activity or other emergencies, information on our voluntary confidential reporting system, and list of titles of each person or organization reports can be made to for the purposes of making a timely warning is required by 34 CFR 668.46 (b)(2).*

**ADDITIONAL INDIVIDUALS TO WHOM A CRIME CAN BE REPORTED**

The University has designated several individuals as Campus Security Authorities (CSA). A campus security authority is an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.

*A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(a).*
Timely Warnings

In the event that a crime is reported on campus or in property owned or controlled by Butler University, that per the judgment of the Executive Director of Public Safety, or his/her designee, constitutes an ongoing or continuing threat, a campus timely warning will be issued. The Timely Warning is generally written by the Executive Director of Public Safety. When a serious crime is reported to the University Police Department and poses a threat to the campus community, the University Police Department will issue a Timely Warning. In addition to distributing the warning using the systems below, the warnings will be posted on the University website and can be viewed by visiting www.butler.edu/public-safety/warnings-alerts.

Timely warnings are usually distributed for the following Uniform Crime Reporting (UCR) programs/National Incident Based Reporting System (NIBRS) classifications: major incidents of arson, criminal homicide, and robbery. Incidents of aggravated assault and sex offenses are considered on a case-by-case basis after reviewing the facts and deciding whether there is a continuing danger to the campus community and the amount of information known by the University Police Department. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other Butler community members and a timely warning would not be distributed. In cases involving sexual assault, when they are reported long after the incident occurred, there is no ability to distribute a “timely” warning notice to the community. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the University Police Department. Cases involving property crimes will be assessed on a case-by-case basis and alerts will typically be sent if there is a discernible pattern of crime. The Executive Director of Public Safety or designee reviews all reports to determine if there is an ongoing threat to the community and if the distribution of a Timely Warning is warranted.

Methods for issuing a timely warning and emergency notification can vary. The University Police Department, or its designee, can use one, a series of, or all of the following systems to communicate and notify all Butler University faculty, staff, and students: all-campus email, all-campus voicemail, University website, Informacast, fire alarms/voice, and/or Dawg Alert (text message). The emergency notifications systems are tested monthly.

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(e).

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<td>Assistant Chiefs of Police, Director of University Relations</td>
<td>Executive Director of Public Safety or Assistant Chiefs of Police</td>
<td>Executive Director of Public Safety</td>
<td>Marketing and Communications Staff</td>
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<td>Executive Director of Public Safety</td>
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Register Now for Dawg Alert Messages

For Students: Log in to my.butler.edu > My Info Tab > Dawg Alert

For Employees: Log in to my.butler.edu > Campus Solutions > Self Service > Dawg Alert
Emergency Response

The University’s Incident Manual includes information about Incident Teams; University operating status parameters; incident priorities and performance expectations; shelter-in-place and evacuation guidelines; and local contingency and continuity planning requirements. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility. The University conducts emergency response exercises each year, such as table-top exercises, field exercises, and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

The University police officers and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually University Police Officers and they typically respond and work together to manage the incident. Depending on the nature of the incident, other University departments and other local or federal agencies could also be involved in responding to the incident.

Emergency response and evacuation drills are conducted on an annual basis. The results of the tests can be found at www.butler.edu/public-safety/emergency-preparedness/fire-safety. The tests may be announced or unannounced.

The Department of Public Safety coordinates an evacuation drill each semester for all residential facilities. These drills are conducted twice a semester, thus four times a year. Additionally, each academic building is drilled annually. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for short-term building evacuation. The Department of Public Safety does not tell residents in advance about the designated locations for long-term evacuations because those decisions are affected by the time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, the University Police Department and Residential Life will both be on the scene and will communicate information to the students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of an emergency. At Butler University, evacuation drills are used as a way to educate and train occupants on issues specific to their building. During the drill, occupants practice drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the University an opportunity to test the operation of the fire alarm system components.

Evacuation drills are monitored by the Department of Public Safety and Residential Life to evaluate egress and behavioral patterns. Reports are prepared by the Department of Public Safety which identify deficient equipment so that repairs can be made immediately. Recommendations for improvements are also submitted to the appropriate departments/offices for consideration.

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(g).

SHELTER IN PLACE PROCEDURES—WHAT IT MEANS TO SHELTER IN PLACE

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

If an incident occurs and the building you are in is not damaged or compromised, stay inside seeking an interior room, until you are told it is safe to come out. If your building is damaged, follow the evacuation procedures: close your door, proceed to the nearest exit, and use the stairs instead of the elevator. Once you have evacuated, seek shelter at the nearest building quickly. If police or fire personnel are on scene, follow their directions.

**How You Will Know to Shelter in Place**

A shelter in place notification may come from several sources, including the University Police Department, Residential Life staff members, other University employees, including CERT team members, or other authorities using the University’s emergency notification system, DawgAlert.

**How to Shelter in Place**

No matter where you are, the basic steps of shelter in place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter in place supplies and a telephone to be used in case of an emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
   a. An interior room
   b. Without windows or with the least numbers of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Make a list of the people with you and ask someone to call in the list to the University Police Department so they know where you are sheltering. If only students are present, one of the students should call in the list.
5. Remain calm.

**Emergency Notification**

An emergency notification will be sent for situations that require emergency response, evacuations, or are deemed an immediate threat and dangerous situation to the campus. If there is an ongoing incident to the campus community, periodic updates will be posted to the Butler homepage at www.butler.edu. Once the reported incident is no longer a threat, an update will be provided using the campus Dawg Alert notification system.

Butler University will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on the campus.

The University Police Department reserves the right to investigate an incident for confirmation of an immediate threat before issuing an emergency notification. Butler University 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. The emergency notification will direct the community to do or not to do something. For example, but not limited to: evacuate, shelter in place, or avoid a certain area of campus. The University Police Department will identify the appropriate segment or segments of campus to receive the immediate notification, if the threat is limited to a particular segment of the University. Members of the University Police Department generally write the Emergency Notifications.

Methods for issuing an emergency notification can vary. The University Police Department or University Relations can use one, a series of, or all of the following systems to communicate and notify all Butler University faculty, staff, and students: all-campus email, all-campus voicemail,
Informacast, fire alarms/voice, and/or Dawg Alert (text message). The emergency notifications systems are tested monthly.

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(g).

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Members of the larger community who are interested in information about emergencies on campus may visit the University Police Department website at www.butler.edu/bupd.

Access to Campus Facilities

Most campus buildings and facilities are accessible to faculty, staff, students, and guests during normal operating hours on weekdays and during designated hours on weekends. Normal operating hours vary for individual buildings and University offices. Many buildings have 24-hour availability using card access, however hours may vary during the periods of time the University is not in normal operation (this includes most holidays).

Policies regarding guests and visitors on campus are integrated with other policies relating to student housing, student conduct, and facilities access. Generally, students and other campus community members are held accountable for the conduct of their guests while they are on campus. All guests are subject to the same University rules and regulations governing the conduct of students, faculty, and staff.

Academic, administrative, and housing facilities do not have full-time University police officers or security assigned to them. However, officers patrol all facilities on a regular basis.

Access to Residence Halls

With the exception of the main entrances, all Butler University residence hall exterior doors are locked 24 hours a day. All residence halls’ main entrances are unlocked during the day but are locked at night, with the exception of University Terrace, which is locked 24/7. Resident assistants
check the residence hall doors during routine rounds throughout the night to ensure the doors remain locked. Residential College, Ross, Schwitzer, University Terrace, and the Apartment Village have front desk operations. Rooms in Residential College, Ross, Schwitzer, University Terrace, and the Apartment Village are equipped with a self-locking door and/or dead-bolt system that provide additional security. Card access is available in Ross Hall, Residential College, Schwitzer, University Terrace, and the Apartment Village.

The maintenance of a safe and secure residence hall environment is everyone’s responsibility. To this end, the admittance of unauthorized persons to residence halls is prohibited. Residents should always lock their room doors to ensure personal safety and security of their property. To enhance the safety and security of all hall residents, residents’ property, as well as University property, Butler University Police Department personnel will conduct patrols of the residence halls on a periodic basis.

Maintenance of Campus Facilities

The University maintains a very strong commitment to campus security and safety through monitoring of the following:

**EXTERIOR LIGHTING.** Formal surveys of exterior lighting on campus are conducted on a regular basis. Members of the campus community are encouraged to report any exterior lighting deficiencies to the University Police at 317-940-BUPD (2873).

**EXTERIOR DOORS/LOCKS.** After buildings are secured, exterior doors are routinely checked each night by members of the public safety department. Concerns, defects, or general maintenance issues can be reported to the University Police Department at 317-940-BUPD (2873).

**SHRUBBERY AND TREES.** Landscaping is maintained in a manner that reduces hazardous conditions. Any concerns can be reported to the University Police Department at 317-940-BUPD (2873).

**PARKING LOTS.** The University Police Department actively patrols all campus parking lots on a daily basis.

Safety on Campus: Everyone’s Responsibility

**UNIVERSITY PROGRAMMING—CRIME PREVENTION**

Butler University places a high priority on keeping its campus safe for students, employees, and visitors. Working together, there are many things the University’s community—its students and employees—can do to lessen the chances of crime occurring.

Butler students have the opportunity to learn safe personal living habits through programs sponsored by the Division of Student Affairs and the University Police Department. Topics covered in these programs vary but often focus on how to avoid becoming the victim of crime; how to recognize crimes when they occur; how to overcome fears about reporting crimes; how to keep informed of University policies, as well as federal, state, and local laws; and how to develop social responsibility toward others on campus, as well as in the surrounding community.

Among reported crimes on and around campus, incidents of violent crime are infrequent. In cases such as rape—crimes that often go unreported—special programs have been initiated to encourage students to recognize rape and other forms of sexual violence and overcome their fears of reporting it.

**SECURITY AWARENESS**

The University Police Department offers the following Security Awareness programs to faculty, staff, and students. Please contact the University Police Department at 317-940-BUPD (2873) for additional information on each program. During the 2013 Academic Year, the University offered
numerous programs pertaining to security procedures and awareness. A common theme in those programs is to encourage students and employees to be responsible for their own security and the security of others.

**R.A.D.—RAPE AGGRESSION DEFENSE TRAINING**

The Rape Aggression Defense (R.A.D.) system is a program of realistic, self-defense tactics and techniques. The R.A.D. course is offered to female students for limited credit once in the fall and spring semesters. The comprehensive course begins with awareness, prevention, risk reduction, and avoidance, and progresses to the basics of hands-on, self-defense training. R.A.D. is not a martial arts program. Our courses are taught by certified R.A.D. instructors and course-takers receive a workbook/reference manual. This manual outlines the entire physical defense program for reference and continuous personal growth. More information on R.A.D. can be located by visiting [www.butler.edu/public-safety/rad](http://www.butler.edu/public-safety/rad).

**ADOPT-A-RESIDENCE HALL**

Each Butler University residence hall has an assigned University police officer. Crime prevention programming is offered in each hall once a semester. The assigned officer will hold town-hall-style forums on topics associated with crime that may include: credit card fraud, reporting suspicious activity, prevention of theft, illegal consumption of alcohol, and sexual assault. Students and residence life coordinators can request specific topics and additional presentations by contacting the University Police Department at 317-940-BUPD (2873).

**AVOIDING AN ACTIVE SHOOTER**

Although the threat of being involved in an active shooter situation is less likely than getting hit by lightning, the University Police Department offers an annual training on this topic. Students, faculty, and staff will be exposed to a proven curriculum that instructs the participant with simple messages to increase awareness and your chances of survival. A video, “Shots Fired on Campus, When Lightning Strikes,” is available at [www.butler.edu/bupd](http://www.butler.edu/bupd). Requests for the presentation can be made by contacting the University Police Department at 317-940-BUPD (2873).

**PEER EDUCATION**, regarded as a best practice for behavior change in the collegiate environment, is utilized to address a variety of wellness topics including alcohol and other substances, and sexual assault prevention. Butler has several existing peer education groups including Peers Advocating Wellness for Students (PAWS), Greeks as Educators, Advocates and Resources (GEAR), the Red Cup Culture Facilitation Team, and Butler Strong. A peer education course which is the foundational training for members of GEAR and PAWS is offered annually in the spring.

- PAWS meets weekly and provides prevention programming to students on campus through awareness weeks, educational programs, and information sharing via social media. PAWS is affiliated with the BACCHUS Peer Education Network.
- GEAR meets monthly and serves as a resource for students within the fraternity and sorority communities. GEAR representatives share pertinent wellness information with the membership of their Greek organization via presentations and individual conversations. GEAR members are trained with bystander intervention concepts borrowed from the Step Up Bystander Intervention model.
- The Red Cup Culture Facilitation Team is comprised of 40 students who serve as peer facilitators for the Red Cup Culture Program, a high-risk drinking prevention and sexual assault prevention program offered for new first year students during the first week of classes. Red Cup Facilitators participate in a two-day training retreat and educate new students on high-risk drinking prevention and sexual assault prevention. The Red Cup Culture training occurred on August 25–26, 2013.
- A Butler Strong group was formed in fall 2012 to promote positive masculinity on campus and prevent sexual assault and relationship violence. This group is advised by the Assistant Chief
from the Butler University Police Department, the Counseling and Consultation Services Director, and a faculty member from Gender, Women, and Sexuality Studies.

**RA TRAINING** occurs annually in the fall for all residence life staff and includes alcohol and sexual assault training. The alcohol training is comprised of policy updates, potential sanctions, high-risk drinking prevention, alcohol poisoning response protocol, and promotion of alternative/non-alcoholic programs. The sexual assault training is comprised of campus and legal definitions for sexual misconduct, reporting protocol, an explanation of resources/services for survivors, and sexual assault prevention tactics. Residence Life staff training concludes with a role play activity which includes scenarios related to underage drinking, alcohol poisoning, and sexual assault. Additionally, all newly hired Residence Life staff members participate in an RA class in which they learn about the Butler wellness model and are introduced to information about the prevalence of high-risk drinking and sexual assault in the collegiate environment and related consequences. The RA training occurred on August 21, 2013.

**STUDENT ORIENTATION GUIDE (SOG) TRAINING** occurs annually in the fall and includes alcohol and sexual assault training. The alcohol training is comprised of policy updates, potential sanctions, high-risk drinking prevention tactics, alcohol poisoning response resources, and the promotion of alternative/non-alcoholic events and programs. In 2013, normative data to represent actual consumption rates versus perceived consumption rates for incoming first-year students was shared, and SOGs were encouraged to familiarize new students with the campus alcohol message. The sexual assault training is comprised of a video highlighting a variety of scenarios depicting sexual harassment and sexual assault. The video strongly discourages victim blaming and encourages enthusiastic consent for any sexual interaction. The University reporting protocol and an explanation of support resources and services for survivors is discussed. SOG training occurred on August 23, 2013.

**MYSTUDENTBODY.COM** was added to our offerings in the fall of 2012 and 2013. Incoming students were directed to three online modules on 1) alcohol, 2) drugs, and 3) sexual assault. Students were asked to complete the modules before arriving on campus on August 25, 2013. We had 945 comply with our request, almost an 89 percent completion rate for the class of 2017.

From the initial administration we learned that:

- Almost half of the incoming student class had not used alcohol in the past year (45 percent). Of those incoming students who had consumed alcohol in the prior year, 38 percent had done so in a low-risk way (have not had four drinks for females or five drinks for males in one occasion in the past two weeks), 24 percent had done so in a high-risk way (have had four/five drinks in one occasion in the past two weeks).
- Of those students who identified as drinkers, 8 percent had made questionable sexual choices in the last month after alcohol use, 18 percent had trouble remembering what happened after drinking and, 17 percent drank much more than they had intended.
- The following self-protective behaviors are employed frequently or always by students who identified as drinkers: 74 percent keep track of how many drinks were consumed, 73 percent take action to assist in an alcohol emergency, 80 percent tell a friend when he or she has consumed too much alcohol.

A 90-day post administration survey administered by mystudentbody.com about actual behaviors was completed by 393 students (a 45 percent response rate). We learned:

- Almost half of the incoming student class had not used alcohol in the past year (45 percent, same as pre-test). Of those incoming students who had consumed alcohol in the prior year, 31 percent (down 7 percent from pre-test) had done so in a low-risk way (have not had four drinks for females or five drinks for males in one occasion in the past two weeks), 24 percent (up 17 percent from pre-test) had done so in a high-risk way (have had four/five drinks in one occasion in the past two weeks).

**Dawg Ride** is an on-demand safety transportation service that allows students to safely traverse campus during the evening hours, especially when alone. To request a ride on Dawg Ride, download the TapRide application for your smartphone (iPhone or Android) and log in using your @butler.edu email address and password. If you are unable to use the TapRide app, call 940-BUPD (2873) to request your ride.

www.butler.edu/health-education
• Of those students who identified as drinkers, 13 percent (up 5 percent from pre-test) had made questionable sexual choices in the last month after alcohol use, 20 percent (up 2 percent from pre-test) had trouble remembering what happened after drinking and 25 percent (up 8 percent from pre-test) drank much more than they had intended to.

The following self-protective behaviors are employed frequently or always by students who identified as drinkers: 74 percent (same as pre-test) keep track of how many drinks were consumed, 88 percent (up 15 percent from pre-test) take action to assist in an alcohol emergency, 87 percent (up 7 percent from pre-test) tell a friend when he or she has consumed too much alcohol.

**SEXUAL ASSAULT SUMMITS** were held to engage students, faculty, and staff in conversation about sexual violence. The summits were convened by the Dean of Student Services, the Victim Advocate and Coordinator for Health Education and Outreach Programs, and three members of Demia. The focus of conversations was to share ideas related to prevention, policy, messaging, research, and faculty and staff training. Attendees were invited to join work groups to address each of these areas. Work groups for policy, prevention, and messaging met from May through August 2013. Summit dates: May 17, 2013 and May 31, 2013

**CAMPUS SAFETY AND CITY SMARTS PROGRAM** presents safety information to first-year students. This program is offered annually on the night before the first day of classes. The program features personal safety tips from staff within the Butler University Police Department and Counseling and Consultation Services, and Coordinator for Health Education and Outreach Programs. This program features information on sexual assault prevention, personal safety, and risk reduction strategies related to alcohol consumption. Program date: August 27, 2013

**THE RED CUP CULTURE PROGRAM** (RCC) features a campus-produced video coupled with a peer-facilitated conversation about alcohol responsibility and risk reduction. It is led by trained peer educators. Over the biennium the program was assessed by participants and student affairs staff resulting in significant updating in spring 2013. Also discussed in Red Cup Culture is the concept of enthusiastic consent. A new format was introduced in fall 2010 that repositioned the program in the Welcome Week schedule to occur within the first week of students being on-campus. Prior to fall 2010 it occurred over the first two weeks of being on campus. This program was presented to the national BACCHUS conference held in Indianapolis in November 2010 and met with high praise from other AOD and peer health educators. Dates of administration: August 28–29, 2013 (August 28 for commuters)

**I’M SO OVER IT!** Residence hall program where students posted reasons why they’re “so over” alcohol and its factors. Program held: Spring of 2013

**STUDENT LIFE AT BU** is held during Welcome Week for new students and their orientation guides, and is a mandatory program. This year’s talk included a message about the Indiana Lifeline Law and the importance of bystander intervention from the Vice President of Student Affairs and the incorporation of analogy of enthusiastic consent from Kevin Wanzer, the featured speaker. Program date: August 25, 2013

**CELEBRATING RESPONSIBLY** is held during Homecoming week to prevent high-risk drinking and to encourage healthy bystander behavior. This program was offered for Homecoming competition points and featured Jake Byczkowski, a national speaker from CAMPUSPEAK. Program date: October 8, 2013

**STUDENT AFFAIRS HOMECOMING SAFETY INITIATIVE** included high-risk drinking prevention messaging on water bottles and the presence of Student Affairs staff at highly attended Homecoming festivities encouraging students to drink water and celebrate responsibly. Program date: October 12, 2013
Bystander Intervention Program for Greek Leaders was offered in advance of fraternity and sorority recruitment to promote positive bystander behavior and prevent high-risk drinking and raise awareness of hazing activities and their correlation between revictimization of survivors of sexual violence. Program date: January 7, 2013

Greek New Member Alcohol Awareness Program was offered for the first time in January 2012 and featured Norm and Dawn Finbloom, a local couple who lost their son to a high-risk drinking overdose in August 2012. The program aims to prevent high risk drinking and promote positive bystander behavior. This program featured the Vice President for Student Affairs, the Assistant Chief of Police, the Interfraternity Council President, and a GEAR Representative along with Mr. and Mrs. Finbloom. Attendance at this program was mandatory for all new members of Greek organizations. Program date: January 23, 2013

Alcohol Abuse Prevention and Risk Reduction Programs in Greek Chapters are provided upon request by the Coordinator for Health Education and Outreach Programs or by Mike Denton, a certified alcohol and drug counselor. Specific dates: February 10 and 19, 2013

Sexual Assault Prevention Programs in Greek Chapters are provided upon request by the Victim Advocate. Program dates: March 5, 2013; April 14, 2013; November 10 and 11, 2013

Sexual Assault Prevention Movie Night and Discussion programs are held in each campus residence hall annually in September. A video highlighting a variety of scenarios depicting sexual harassment and sexual assault is shown. The video strongly discourages victim blaming and encourages enthusiastic consent for any sexual interaction. The University reporting protocol and an explanation of support resources and services for survivors is discussed.

Hook-Ups, Hang-Ups, and Relationships Peer Facilitator Training focused on the primary prevention of sexual assault and the role men play. Peer facilitators from the fraternity community were trained to facilitate a conversation following a mandatory program for Greek members. This training was facilitated by Aaron Boe, a national speaker, by exploring sexuality, gender roles, bystander behavior, and enthusiastic consent. Attendance at this program was mandatory for all fraternity members. Program date: September 4, 2013

Hook-Ups, Hang-Ups, and Relationships focused on the primary prevention of sexual assault. This program was facilitated by Aaron Boe, a national speaker, by exploring sexuality, gender roles, bystander behavior, and enthusiastic consent. Attendance at this program was mandatory for all fraternity members. Male student athletes were also invited to attend. Program date: September 11, 2013

Courage and Caring Peer Facilitator Training focused on the primary prevention of sexual assault and role bystanders can play as well as a detailed description of campus and community support services, forensic evidence collection, and criminal consequences. Peer facilitators from the sorority community were trained to facilitate a conversation following a mandatory program for Greek members. This training was facilitated by Counseling and Consultation Services and the Victim Advocate. Program date: September 16, 2013

Courage and Caring consisted of a panel moderated by the Butler Victim Advocate. Panelists included an Indianapolis Police Department Sex Crimes Detective, a Sexual Assault Nurse Examiner, and a local survivor of sexual violence. The program focused on the primary prevention of sexual assault and role bystanders can play as well as a detailed description of campus and community support services, forensic evidence collection, and criminal consequences. Attendance at
this program was mandatory for sorority women. Female student athletes and female residence hall students were also encouraged to attend. Program date: September 23, 2013

**SEXUAL ASSAULT REPORTING AND RESPONSE PANEL** was arranged to provide the campus community with a comprehensive overview of support services and reporting bodies for survivors. Panelists included: Dean of Student Services, Title IX Coordinator, Victim Advocate, the Assistant Chief of Police, and the University Police Detective. Program date: September 30, 2013

**GENERATIONRx PEER EDUCATION PROGRAMS** are offered by students from the College of Pharmacy and Health Sciences to address misuse of prescription drugs. Programs were first offered to peer educators in PAWS and GEAR on September 30, 2013 and October 1, 2013. This program is offered on an ongoing basis by students in the GenerationRx group.

**SPOKEN WORD AND SELF EXPRESSION** was sponsored by Student Government Association and featured Kyla Lacy, a national speaker addressing relationship violence and other topics. Program date: October 24, 2013

**TAKE BACK THE FIGHT** is an annual program organized through Demia (a recognized student organization) and the Gender, Women, and Sexuality Studies program. The program features a candlelight walk followed by dialogue and discussion focused on ending the silence around sexual violence. Program date: October 25, 2013

**GOOD SEX STARTS WITH HEALTH** is a program highlighting the many aspects of sexual health including enthusiastic consent. Program date: November 4, 2013

**WALK AGAINST DOMESTIC VIOLENCE** occurs annually and is co-sponsored by two sororities and one fraternity on campus to raise awareness of relationship violence. Program date: April 21, 2013

**FOUR TESTS OF MANHOOD** was an educational program leading up to the Walk Against Domestic Violence which highlighted positive masculinity and the role men can play in preventing interpersonal violence. This or a similar program is held annually. Program date: April 17, 2013

**DOMESTIC VIOLENCE DISPLAY** is housed in the Health and Recreation Complex and features photos and stories of lives lost to relationship violence. A campus-wide bulletin message is sent to inform the campus of the display and provide some context for the display being on campus. This display is posted annually in conjunction with the Walk Against Domestic Violence. Display dates: April 15–21, 2013

**CLASSROOM PRESENTATIONS AND DISCUSSIONS** on sexual assault prevention are offered each semester to faculty. Program dates: April 4, 2013; November 4, 2013 (two separate presentations), November 7, 2013; November 21, 2013 (two separate presentations)

**PROVIDING ALTERNATIVE SOCIAL ACTIVITIES**

The Late Night Committee, as a standing programming entity, was added to SGA's Program Board in spring 2010 and works to increase late night programming on campus. Additionally, Student Affairs staff members have provided late night weekend programming during the first six weekends of fall semester: Spring and Fall 2013.

**Good Clean Fun Facebook Page and Twitter account** features daily postings about local events that are substance-free. Incoming students are introduced to this resource prior to coming to campus at early registration sessions. This was developed and launched in fall 2008 and is ongoing. As of December 2013, there are 1,120 Facebook fans and 1,024 Twitter followers.
VISUAL MEDIA AND OTHER COMMUNICATIONS

Let Us Be Clear posters reflecting campus expectations were distributed to the entire campus fall 2013.

Our Approach to Alcohol website was developed upon the recommendation of the Alcohol Task Force 2011–2013. This comprehensive site contains the student alcohol policy, campus resources, a link to the Indiana Lifeline Law, and other messages regarding alcohol: www.butler.edu/student-conduct/alcohol-policy/our-approach-to-alcohol.

Community of Care messages were sent out to students via email or through social media prior to potentially high-risk times by the Vice President for Student Affairs (Homecoming, Spring Break, etc. 2013). Specific to sexual misconduct, all students received a dedicated email from Student Affairs drawing their attention to our new Civil Rights Equity Grievance Policy and process (October 4, 2013). Ongoing

Homecoming messages were created to blend the homecoming theme with messages promoting healthy behaviors in relation to alcohol and other substances. Messages are shared via social media, a Pinterest board, and printed posters. Ongoing

#Wellness Matters messages are distributed via Twitter to the Butler HRC followers (2,348 followers as of December 2013). Messaging focuses on the promotion of healthy behaviors and includes links to articles and resources to prevent high-risk drinking and misuse of other substances. The Butler HRC Pinterest account also contains a “Think Before You Drink” and a “Take A Stand Against Sexual Assault” page with resources and information to prevent underage and high-risk drinking and sexual assault. Ongoing

21st birthday cards are mailed from the Vice President for Student Affairs to those with impending signature birthdays providing safety tips and a friendly reminder to make responsible choices.

Literature and brochures from the American College Health Association (ACHA) and the BACCHUS Peer Education Network are available for anonymous pick up in the Health and Recreation Complex. Ongoing

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(b).

CAMPUS SUPPORT SERVICES

Counseling and Consultation Services provides the following services:
• Individual and group therapy and consultation
• A broad range of health and wellness programming upon request
• Refers students to nearby AA and Al-Anon meetings
• Alcohol and drug counselor available by appointment one day a week since fall 2009—student pays for services
• Psychiatrist available by appointment one day a week since fall 2010—student pays for services
• Mandated drug and alcohol assessments
• Referral to local agencies: www.butler.edu/counseling-services

Health Services provides individual consultation and referral: www.butler.edu/health-services.

The Counseling and Consultation Services (CCS) staff is prepared to respond appropriately and effectively to persons seeking help for problems associated with alcohol and other drug abuse. This includes persons who may have a family member or friend who is abusing alcohol or other drugs. CCS contracts with a certified addictions counselor to provide individual assessments of students’ substance abuse concerns, as well as a four-hour alcohol and other drug education program. Along with the Office of Health Education and Outreach, CCS also provides outreach programs across
Butler University campus that addresses the issue of alcohol and substance abuse. Such programs frequently take place in residence halls, Greek houses, and classrooms.

The Health Services staff assists students with issues related to alcohol/substance use and abuse. When cases fall outside the scope of our campus services, we refer students to identified community agencies and providers located in Indianapolis.

HEALTH EDUCATION AND OUTREACH PROGRAMS leads educational campaigns and programs that seek to reduce high-risk drinking. Additionally, the University sponsors peer health education efforts to ensure students have an opportunity to share vital messages regarding high-risk drinking prevention with their peers. Bystander trainings encourage students to intervene in a situation involving overconsumption of alcohol and to call for assistance from the University Police Department when warranted.

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(b).

Regular assessments to include surveys and focus groups provide data related to alcohol and substance use. The results are shared widely with campus partners in an effort to improve messages, services, and prevention efforts.

Alcohol Policy Statement

Use of Alcoholic Beverages
All Butler students are responsible for complying with state and local laws. Attention is called to the Indiana alcoholic beverages law (Indiana Code 7.1-5 found here: iga.in.gov/legislative/laws/2014/ic/titles/7.1).

The following are violations of University policy:
(a) No person under 21 years of age may consume or be in possession of alcoholic beverages.
(b) Persons 21 or over may not make alcoholic beverages available to minors.
(c) It is unacceptable to misrepresent one's age for the purpose of procuring alcoholic beverages.
(d) Residence hall and University apartment students 21 years of age and their guests 21 years of age or older may possess and consume alcoholic beverages on an individual basis in the privacy of their own rooms, with their room doors closed. Individuals younger than 21 years of age may not be in the presence of alcohol within the residence halls/apartments.

Alcohol on University Property and at University-sponsored Events
1. Alcoholic beverages are prohibited on campus or on the sidewalks adjacent to campus property, except as noted in (d) above or with the expressed approval of the department head responsible for the administration of a designated facility/area. Student organizations wishing to sponsor an event on campus with alcohol must receive authorization from the Vice President for Student Affairs.
2. No University funds or monies from student organization accounts may be used to purchase alcoholic beverages without the authorization of the Vice President for Student Affairs.
3. Student organizations may provide alcoholic beverages at University-sponsored events on campus according to the social event guidelines found here: www.butler.edu/alcohol-policy
4. University-recognized Greek chapters may provide alcoholic beverages at events on their premises according to the Greek alcohol and social event guidelines found here: www.butler.edu/alcohol-policy

The primary concern of Butler University in all cases, including those incidents of intoxication and/or alcohol poisoning, is the health and safety of the individuals involved. Students who actively seek medical attention on the behalf of another due to a concern for that person’s intoxicated state and well-being will generally not be charged with a violation of University policy.

(The Alcohol Policy is reviewed annually by the Vice President for Student Affairs.)
Drug Policy Statement

Butler University is dedicated to the pursuit and dissemination of knowledge. The illegal or abusive use of drugs by members of the campus community jeopardizes the safety of the individual and the community, and is contrary to the academic learning process. Butler University is, therefore, committed to having a campus that is free of the illegal or abusive use of drugs. In keeping with this commitment, it is the policy of the University that the illegal or abusive use, possession, and sale of drugs is prohibited on University property and as part of University activities. The University Police Department enforces all state and federal laws pertaining to the illegal possession, use, and sale of drugs.

In order to inform all University students of their responsibilities as set forth in the Drug-Free Schools and Campuses Act Amendments of 1989, the following information is provided in the Rights and Responsibilities section of the Student Handbook: www.butler.edu/student-handbook.

The Butler University rules of conduct prohibit the unauthorized use, possession, or distribution of any controlled substance or illegal drug. Conduct sanctions the University may impose for violations of the University drug and alcohol policies include dismissal, suspension, probation, restitution, suspension from University housing, and forfeiture of financial assistance. Students may be accountable to both civil authorities and the University for acts that constitute violations of law and/or University policy. Conduct action at the University will normally proceed during the pending of criminal proceedings and will not be subject to challenge on the ground that criminal charges involving the same incident have been dismissed or reduced.

Crime Statistics

DEFINITIONS OF CATEGORIES

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault with a gun, knife, or other weapon which could or probably would result in a serious potential injury if the crime were successfully completed.

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

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Disciplinary Referrals: Include those individuals referred to the Office of the Vice President for Student Affairs for liquor law, drug law, and illegal weapon violations. The numbers include incidents that are reported to the University Police Department.

Drug Abuse Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadones); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Forcible Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, 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 youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Rape: The carnal knowledge of a person, 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 temporary or permanent mental or physical incapacity (or because of his/her youth).
Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Intimidation: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening word and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Liquor Law Violation: The violation of laws of ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places, bootlegging, operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition).

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

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned—including joy riding).

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

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, violence, and/or causing the victim fear.

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/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 or physical incapacity.

Sex Offenses—Forcible: Any sexual act directed against another 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.

Sex Offenses—Non-Forcible: Unlawful, non-forcible sexual intercourse.

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

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Weapons Law Violations: The violation of laws of ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(c).

DEFINITIONS OF GEOGRAPHY

On-Campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution’s educational purposes, including residence halls; and any building
or property that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

*Note: Statistics for university housing facilities are recorded and included in both the all-campus category and the on-campus residential only category.

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

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

_A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(c)(4)._

**REPORTED CRIME STATISTICS**

These charts report crime statistics for Butler University calendar years 2011, 2012, and 2013. All universities are required to list a breakdown of reported crimes by geographic location. The categories are:

1. On-campus property (University-owned, contiguous, educational, and student-used, including residence halls).
2. Non-campus property (fraternities, non-contiguous owned, and student-used).
3. Public property (streets, sidewalks, and lots adjacent to campus property).
4. On-campus residential only (University-owned or leased student housing).

In addition, the University is required to state if any of the subcategories of reported crimes fall under the category of hate crimes. In addition to the subcategories, the crimes of theft, simple assault, and intimidation shall be reported if perpetrated as hate crimes. A hate crime is defined as an act that has evidence to show the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, disability, national origin, or gender identity.

In 2013, the University began compiling statistics for three new crime categories. They are:

1. Domestic Violence: Includes asserted violence misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, and anyone else protected under domestic or family violence law.
2. Dating Violence: Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency or interaction.
3. Stalking: A course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others’ safety, or to suffer substantial emotional distress.

The statistics in this annual report were prepared by the University Police Department based on information gathered from individuals in the following University offices and department and local law enforcement authorities:

Division of Student Affairs: Dean of Student Life
Division of Student Affairs: Dean of Student Services
Division of Student Affairs: Director of Residence Life
Intercollegiate Athletics: Director of Athletics
University Police Department: Assistant Chief of Police for Administration
Indianapolis Metropolitan Police Department
Campus Security Authorities
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<th>Offense</th>
<th>Year</th>
<th>On-Campus Residential Only</th>
<th>On-Campus All Other</th>
<th>On-Campus All Total</th>
<th>Non-Campus Property</th>
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Hate Crimes
2013: There was one on-campus vandalism report characterized by racial and ethnic bias.
2012: There was one on-campus intimidation report characterized by ethnicity bias.
2011: There were no reported hate crimes.

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(b)(1).

Missing Students Notification Policy Statement
If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the University Police Department at 317-940-BUPD (2873). The University Police Department will generate a missing person report and initiate an investigation.
Should the University Police Department determine that the student is missing and has been missing for more than 24 hours, the University Police Department will notify the Indianapolis Metropolitan Police Department and the student’s confidential missing person contact no later than 24 hours after the student is determined to be missing. This will be done regardless of if the student has a confidential contact or is above the age of 18. If the missing student is under the age of 18 and is not an emancipated individual, Butler University will notify the student’s parent or legal guardian immediately after the University Police Department has determined that the student has been missing for more than 24 hours.

In addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially another individual to be contacted by Butler University in the event that the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Butler University will notify that individual no later than 24 hours after the student is determined to be missing. The confidential contact information will be registered confidentially, and this information will only be accessible to authorized campus officials and law enforcement and it may not be disclosed outside of a missing person investigation.

Butler University provides programs to prevent domestic violence, dating violence, sexual assault, and stalking. Comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:
- Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels
- Include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees

The University’s approach to allegations of sexual misconduct is described in detail in the 2013–2014 Student Handbook under the Nondiscrimination and Harassment Policy.

Sexual assault initiatives include:
- Campus-wide campaigns to raise awareness around sexual violence, relationship or dating violence, and other correlated issues including date rape drugs, alcohol, and myths and misconceptions
- Programs and workshops regarding issues such as sexual violence prevention and response, dating violence prevention and response, bystander intervention, and healthy sexual choices.

Contact 317-940-8311 to arrange a program for your group.
• Butler University's Victim Advocate is available 24/7 to assist someone who has experienced a sexual assault or dating/relationship violence
• Sexual Assault Awareness Month activities

If you have been a victim of domestic violence, dating violence, stalking, and/or sexual assault:
1. Go to a safe place as soon as you are able to.
2. Preserving evidence is important in that it may assist in proving that the alleged criminal offense occurred or is occurring or may be helpful in obtaining a protection order. Do not shower, douche, brush your teeth, eat, or change clothing in an effort to preserve physical evidence. If you change clothes, put all clothing you were wearing at the time of the assault into a paper bag.
3. Contact Butler's Victim Advocate at 317-910-5572, the University Police Department at 317-940-BUPD (2873), or the Title IX Coordinator at 317-940-9249. The advocate and University Police are available 24 hours a day. The advocate will assist the victim in notifying University Police and/or local police if requested.
4. Seek medical attention as soon as possible to assess for injury, sexually transmitted infections, and pregnancy. If you suspect a substance other than alcohol was used in the assault, it is recommended to report to the hospital as early as possible before the substance leaves your system. Immediate medical attention for victims of sexual assault is available at area hospitals that have a Center of Hope. The hospitals closest to campus that have a Center of Hope are St. Vincent and Methodist; they are open 24 hours a day. With a victim's consent, a specially trained nurse will conduct an exam to collect evidence (fees for the exam and evidence collection are covered by the State of Indiana). At the hospital, you will be given an opportunity to speak with a police officer to report and investigate the incident. You may choose to do this or not. A University police officer can be used for this reporting function. A forensic exam can also be done, without reporting to law enforcement and at no expense to the survivor.

If you report that you have been a victim of sexual assault to Butler University Health Services, the doctor or nurse will advise you to seek appropriate medical care. They are not required to report the incident to law enforcement.

5. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs, or other copies of documents that would be useful to University hearing boards/investigators or police. Although the University strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. The University will assist any victim with notifying local police if they so desire. The Indianapolis Metropolitan Police Department may also be reached directly by calling 317-327-3811 (dispatch), 317-327-6100 (North District), or in person at 3120 E. 30th Street, Indianapolis, IN 46208. Additional information about the Indianapolis Metropolitan Police Department may be found online at www.indy.gov/eGov/City/DPS/IMPD/Pages/home.aspx. Procedures for getting a protective order can be found at www.indy.gov/eGov/county/pros/faq/protect/Pages/home.aspx.

6. Seek counseling. Resources include Butler's Counseling and Consultation Services and community agencies such as Legacy House, Prevail, and the Julian Center. Butler's counseling staff is available to provide confidential support to students. With the exception of Counseling Services and Health Services providers, all other Butler staff members are required to file an anonymous report of sexual assault incidents as required by the Campus Crime Statistics Act.

Local Resources for Survivors of Sexual Assault:

- **Center of Hope at Methodist Hospital** (Recommended due to close proximity to campus)
  - 1701 North Senate Street
  - Indianapolis, IN 46206
  - 317-962-4673

- **Center of Hope at St. Francis Hospital**
  - 8111 S. Emerson Ave.
  - Indianapolis, IN 46237
  - 317-848-7351

- **Center of Hope at St. Vincent Hospital** (Recommended due to close proximity to campus)
  - 2001 W. 86th St.
  - Indianapolis, IN 46260
  - 317-338-3756

- **Julian Center**
  - 2011 N. Meridian St.
  - Indianapolis, IN 46202
  - www.juliancenter.org
  - 317-941-2200
  - 317-251-7575 (24-Hour Crisis Hotline)

- **Legacy House Victim Services**
  - 2505 N. Arlington Ave.
  - Indianapolis, IN 46218
  - www.legacy-house.org
  - 317-554-5272

- **Planned Parenthood of Indiana**
  - 200 S. Meridian St.
  - Indianapolis, IN 46208
  - www.ppin.org
  - 317-925-6747

- **Eskenazi Hospital**
  - 720 Eskenazi Ave.
  - Indianapolis, IN 46202
  - www.eskenazihospital.edu
  - 317-639-6671

- **Center of Hope**
  - 317-630-6180
Title IX
Individuals may also report a sex offense to the institution’s Title IX coordinator. This office is responsible for coordinating the institution’s compliance with Title IX. The Title IX Coordinator is the Executive Director of Human Resources, Jordan Hall Room 108, 317-940-9249. The institution’s sexual harassment policy, including a description of the grievance procedures can be found here: www.butler.edu/media/3364353/civil_rights_equity_grievance_resolution_process.pdf.

Assistance with Visa and immigration can be found at egov.uscis.gov/crisgwi/go?action=offices.detail&office=INP&OfficeLocator.office_type=LO&OfficeLocator.statecode=IN.

24/7 Victim Advocate Program

CAMPUS SUPPORT

The needs of someone who has been sexually assaulted vary from person to person and may change over time. The University offers services and external resources, some of which may be accessed 24 hours a day, so that a student may choose what she or he would find most helpful and healing. The Victim Advocate Program at Butler University provides 24 hour response by a trained victim advocate to students who have experienced sexual assault or interpersonal violence.

The University urges anyone who has been sexually assaulted to seek support from a victim advocate by calling 317-910-5572 as soon as possible to minimize and treat physical harm, assist with processing the unique and complex emotional aftermath, and help preserve evidence and understand options for pressing charges. Even for victims who do not wish to report the event to the police or pursue conduct action, seeking confidential support and medical attention as soon as possible is vital. The institution will change the victim’s academic and living situation after an alleged sex offense, if those changes are requested and reasonably available.

If you suspect or know that a friend has experienced sexual assault, do not be afraid to seek outside help.

If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to La Veda Howell, Title IX Coordinator and Executive Director of Human Resources, Jordan Hall, room 108; ldhowell@butler.edu; 317-940-9249 by calling, writing, or coming into the office to report in person and University Police (if the victim so desires). The University will provide resources, on and/or off campus, to include medical and health, to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic violence, dating violence, and stalking to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding the incident, he or she nevertheless should consider speaking with the University Police Department or other law enforcement to preserve evidence in the event that the victim changes his or her mind at a later date.

If a report of domestic violence, dating violence, sexual assault, or stalking is reported to the University, below are the procedures that the University will follow as well as a statement of the standard of evidence that will be used during any conduct hearing on campus arising from such a report:

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(b)(11).
<table>
<thead>
<tr>
<th>Incident Being Reported</th>
<th>Procedure Institution Will Follow:</th>
<th>Evidentiary Standard to Meet Our Standard</th>
</tr>
</thead>
</table>
| Sexual Assault          | 1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care.  
2. Institution will assess immediate safety needs of complainant.  
3. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.  
4. Institution will provide complainant with referrals to on- and off-campus mental health providers.  
5. Institution will assess need to implement interim or long-term protective measures, such as housing changes, change in class schedule, “No Contact” directive between both parties.  
6. Institution will provide a “No trespass directive to accused party if deemed appropriate.  
7. Institution will provide written instructions on how to apply for a Protective Order.  
8. Institution will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation, and resolution.  
9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged, and the outcome of the hearing.  
10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation. | Preponderance of the evidence |
| Stalking                | 1. Institution will assess immediate safety needs of complainant.  
2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.  
3. Institution will provide written information to complainant for Protective Order.  
4. Institution will provide written information to complainant on how to preserve evidence.  
5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.  
6. Institution will provide a “No trespass” directive to accused party if deemed appropriate. | Preponderance of the evidence |
Incident Being Reported | Procedure Institution Will Follow: | Evidentiary Standard to Meet Our Standard
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Dating Violence | 1. Institution will assess immediate safety needs of complainant.  
2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.  
3. Institution will provide written information to complainant for Protective Order.  
4. Institution will provide written information to complainant on how to preserve evidence.  
5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.  
6. Institution will provide a “No trespass” directive to accused party if deemed appropriate. | Preponderance of the evidence
Domestic Violence | 1. Institution will assess immediate safety needs of complainant.  
2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.  
3. Institution will provide written information to complainant for Protective Order.  
4. Institution will provide written information to complainant on how to preserve evidence.  
5. Institution will assess need to implement interim or long-term protective measures to protect the complainant, if appropriate.  
6. Institution will provide a “No trespass” directive to accused party if deemed appropriate. | Preponderance of the evidence

UNIVERSITY STUDENT CONDUCT PROCESS FOR SEXUAL MISCONDUCT CASES

The University will investigate every allegation of domestic violence, dating violence, stalking, and sexual assault reported to the University Police Department, to a staff member in the Office of the Vice President for Student Affairs, or to the Executive Director of Human Resources Management and Development. Accusations will be addressed through the detailed processes outlined in the Civil Rights Equity Grievance Policy found here: www.butler.edu/media/3364353/civil_rights_equity_grievance_resolution_process.pdf. The question asked in a campus investigation/administrative review process: Is it more likely than not that the accused violated a University policy, rule, or regulation? If so, what is the appropriate response by the institution? Both the accuser and the accused are entitled to have others present during the campus hearing and both the accuser and the accused will be informed of the outcome of the hearing.

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

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the University will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written
In Indiana, a victim of domestic violence, dating violence, sexual assault, or stalking has the following rights:

- A victim has the right to be treated with fairness, dignity, and respect throughout the criminal justice process.
- A victim has the right to be informed—upon request—when a person who is accused of committing or convicted of committing a crime perpetrated directly against the victim, is released from custody or has escaped. This includes release or escape from mental health facilities.
- A victim has the right to have his or her safety considered in determining the release from custody of a person accused of committing a crime against the victim.
- A victim has the right to information—upon request—about the disposition of the criminal case involving the victim or the conviction, sentence, and release of a person accused of committing a crime against the victim.
- A victim has the right to be heard at any proceeding involving sentence or a post-conviction release decision. A victim's right to be heard may be exercised, at the victim's discretion, through an oral or written statement, or submission of a statement through audiotape or videotape.
- A victim has the right to confer with a representative of the prosecuting attorney's office after a crime allegedly committed against the victim has been charged; before the trial of a crime allegedly committed against the victim; and before any disposition of a criminal case involving the victim.
- A victim has the right to pursue an order of restitution and other civil remedies against the person convicted of a crime against the victim.
- A victim has the right to be informed of the victim's constitutional and statutory rights.

Further, the Butler University Police Department complies with Federal law in enforcement of any order of protection issued by one state as if it was issued in Indiana provided the person subject to the order has been given an opportunity to be heard by the issuing state. The University may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. To the extent of the victim's cooperation and consent, University offices will work cooperatively to ensure that the complainant's health, physical safety, work, and academic status are protected, pending the outcome of a formal University investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, or working situations in addition to counseling, health services, visa, and immigration assistance and assistance in notifying appropriate local law enforcement. Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant. (For example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20).) Further, the institution will maintain as confidential any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.
## Resources for victims of domestic violence, dating violence, sexual assault, and stalking (on-campus)

<table>
<thead>
<tr>
<th>Service</th>
<th>Students</th>
<th>Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Counseling</strong></td>
<td>HRC, room 120 Phone: 317-940-9385</td>
<td>Employee Assistance Program <a href="http://www.eapconsultants.com">www.eapconsultants.com</a> 1-800-869-0276</td>
</tr>
<tr>
<td><strong>Health</strong></td>
<td>HRC, room 110 Phone: 317-940-9385</td>
<td>Employee Assistance Program <a href="http://www.eapconsultants.com">www.eapconsultants.com</a> 1-800-869-0276</td>
</tr>
<tr>
<td><strong>Mental Health</strong></td>
<td>HRC, room 120 Phone: 317-940-9385</td>
<td>Employee Assistance Program <a href="http://www.eapconsultants.com">www.eapconsultants.com</a> 1-800-869-0276</td>
</tr>
<tr>
<td><strong>Victim Advocacy</strong></td>
<td>HRC, room 101 317-910-5572</td>
<td>Employee Assistance Program <a href="http://www.eapconsultants.com">www.eapconsultants.com</a> 1-800-869-0276</td>
</tr>
<tr>
<td><strong>Legal Assistance</strong></td>
<td>N/A</td>
<td>Employee Assistance Program <a href="http://www.eapconsultants.com">www.eapconsultants.com</a> 1-800-869-0276</td>
</tr>
<tr>
<td><strong>Visa Assistance</strong></td>
<td>Center for Global Education Jordan Hall, room 212 317-940-8473 J-1 Visas for visiting exchange students and international scholars International Affairs Office Atherton Union, Room 41 704 W. Hampton Dr. Indianapolis, IN 46208 317-940-6509 F-1 Visas</td>
<td>Human Resources Management and Development Jordan Hall, room 144 317-940-9355 H-1 Visas</td>
</tr>
</tbody>
</table>

## Resources for victims of domestic violence, dating violence, sexual assault, and stalking (off-campus)

<table>
<thead>
<tr>
<th>Service</th>
<th>Students</th>
<th>Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Counseling</strong></td>
<td>Aspire Indiana 2506 Willowbrook Pkwy. #300 Indianapolis, IN 46205 317-257-3904</td>
<td>Community Health Network 2040 Shadeland Ave. #200 Indianapolis, IN 46219 317-261-5719</td>
</tr>
<tr>
<td><strong>Health</strong></td>
<td>Eskenazi Health 6940 N. Michigan Rd. Indianapolis, IN 46268 317-266-2901</td>
<td>Health Net Community Health Centers 2855 N. Keystone Ave. #100 Indianapolis, IN 46218 317-957-2300</td>
</tr>
<tr>
<td><strong>Mental Health</strong></td>
<td>Christian Theological Seminary Counseling Center 1050 W. 42nd St. Indianapolis, IN 46208 317-924-5205</td>
<td>Midtown Community Mental Health 720 Eskenazi Ave. Indianapolis, IN 46202 317-880-8491</td>
</tr>
<tr>
<td><strong>Victim Advocacy</strong></td>
<td>50 N. Alabama St. Indianapolis, IN 46204 317-327-3331</td>
<td>Families First 615 North Alabama St. #320 Indianapolis, IN 46204 317-634-6341</td>
</tr>
<tr>
<td><strong>Legal Assistance</strong></td>
<td>Indiana Legal Services 151 North Delaware St., Ste. 1800 Market Square Center Indianapolis, IN 46204 317-632-5764 Intake</td>
<td>Indiana Legal Aid Society 615 North Alabama St., Ste. 122 Indianapolis, IN 46204 317-635-9538</td>
</tr>
<tr>
<td><strong>Visa and Immigration Assistance</strong></td>
<td>Gateway Plaza Building 950 North Meridian St., Room 400 Indianapolis, IN 46204</td>
<td></td>
</tr>
</tbody>
</table>

### Butler University Resources for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking (On-Campus)
- **Students and Employees**
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- **Mental Health**
  - HRC, room 120 Phone: 317-940-9385
- **Victim Advocacy**
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- **Legal Assistance**
  - N/A
- **Visa Assistance**
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  - International Affairs Office Atherton Union, Room 41 704 W. Hampton Dr. Indianapolis, IN 46208 317-940-6509 F-1 Visas

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- **Mental Health**
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- **Victim Advocacy**
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  - Indiana Legal Services 151 North Delaware St., Ste. 1800 Market Square Center Indianapolis, IN 46204 317-632-5764 Intake

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  - **Legal Assistance**
    - Indiana Legal Services 151 North Delaware St., Ste. 1800 Market Square Center Indianapolis, IN 46204 317-632-5764 Intake

## Additional Resources
- **Employee Assistance Program**
  - www.eapconsultants.com 1-800-869-0276
- **Human Resources Management and Development**
  - Jordan Hall, room 144 317-940-9355 H-1 Visas
Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

- www.rainn.org—Rape, Abuse, and Incest National Network
- www.ovw.usdoj.gov/sexassault.htm—Department of Justice
- www2.ed.gov/about/offices/list/ocr/index.html—Department of Education, Office of Civil Rights

How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “Individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.” We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive toward another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if he or she is okay.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on- or off-campus resources listed in this document for support in health, counseling, or with legal assistance.

Sex Crimes Prevention Act

This act amends the Jacob Wetterling Crimes against Children and Sexually Violent Offender Registration Act to require sex offenders already required to register in a state, to provide notice, as required under state law, to each institution of higher education in the state at which that person is employed, carries on a vocation, or is a student.

A statement of current policies in regards to campus law enforcement authority of University Police personnel, the working relationship with local and state authorities, policies that encourage accurate and prompt reporting of all crimes to campus law enforcement or other agencies is required by 34 CFR 668.46(b)(12).

Sanctions

The sanctions below may be imposed by hearing officers, the Student Conduct Board, University Appeals Board, the Director of Residence Life, the Dean of Student Services, the Dean of Student Life, or the Vice President for Student Affairs.

**WARNING LETTER:** An official letter sent to a student who has violated a University rule or policy or to whom a letter should be sent to warn the student regarding failure to comply with University rules or regulations in the future. A copy of this letter shall be placed in the student’s conduct file.

**PROBATION:** The terms of the probation shall be for a specified period and may include restriction of participation in co-curricular activities.

**RESTITUTION:** The student is required to provide reimbursement for (a) damage to, destruction of, or misappropriation of University property or property of any person or the University premises,
(b) for personal or other injuries inflicted. Restitution may be ordered by the appropriate University official or University adjudicatory body in connection with, or in lieu of, other sanctions that are imposed.

**OTHER SANCTIONS:** Other sanctions may include, but are not limited to student account hold and/or notation on transcripts, forfeiture of financial assistance, restrictions on student privileges, monetary fines, extra work hours (e.g., in residence halls), community restoration, reflection paper, research assignment, completion of an educational program, referral for alcohol or drug assessment, letter of apology, or personal apology.

**SUSPENSION:** The student is suspended from continuing at the University for a specified period. The student shall reapply if he or she wishes to return to the University after the suspension expires.

**SUSPENSION FROM THE RESIDENCE HALLS:** The student is indefinitely or for a specified period of time banned from living in or entering a residential facility.

**DISMISSAL:** The student is dismissed permanently from the University. This sanction is noted on the student’s transcript.

### Fire Safety Report

Butler University is committed to providing a safe environment and takes fire prevention and education seriously. University representatives meet annually with the Indianapolis Fire Marshal to conduct fire safety and regulatory inspections. The University conducts annual testing of all fire monitoring and alarm equipment and conducts fire response and evacuation drills. The following chart represents the type of fire monitoring and safety equipment located in each residence hall.

### Butler University Fire Safety Matrix

<table>
<thead>
<tr>
<th>Residential Facility</th>
<th>Fire Alarm Monitoring Done by BUPD</th>
<th>Sprinkler System (Full)</th>
<th>Sprinkler System (Partial)</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plans/Placards</th>
<th>Number of Fire Evacuation Drills Each Academic Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ross Hall</td>
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<td>Schwitzer Hall</td>
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<td>4</td>
</tr>
<tr>
<td>Village</td>
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<td>×</td>
<td>×</td>
<td>4</td>
</tr>
<tr>
<td>CTS Apartment Buildings B/C</td>
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<td>×</td>
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<td>×</td>
<td>×</td>
<td>2</td>
</tr>
</tbody>
</table>

*Partial Sprinkle System is defined as having sprinklers in the basement lounge of the building.

*Full Sprinkler System is defined as having sprinklers in both the common areas and individual rooms.

*CTS Building Apartment B/C – Fire Alarm Monitoring is done by Tyco.
Fire Safety Policies

APPLIANCES

Refrigerators used in residence hall rooms cannot exceed 3.0 cubic feet of internal storage, cannot be larger than the exterior dimensions of 36” H x 20” W x 20” D, and cannot draw more than 2.5 amps of electricity. Items with heating elements such as toasters, popcorn poppers, toaster ovens, and coffee makers may be stored in resident rooms but must be used in kitchenettes or other designated areas. Microwave ovens and space heaters are not permitted in resident rooms. Other electrical appliances or devices not mentioned above may be subject to restriction in residence hall rooms if the type of device, number of devices, or electrical draw exceeds what the University deems acceptable.

CANDLES/INCENSE/OPEN FLAMES

Possession of, and/or burning of candles, incense, or spices such as sage in the residence halls is not permitted. Electric potpourri pots as well as plug-in air fresheners are prohibited.

COOKING IN RESIDENCE HALLS

Cooking is not permitted in student rooms. Appliances such as toasters, popcorn poppers, toaster ovens, and coffee makers may be stored in student rooms; however, use of these items is only permitted in designated kitchen areas within the halls. Resident-owned microwaves ovens are strictly prohibited. Microwave ovens are located in each hall’s kitchenette and/or in some common areas for resident use.

FIRE/LIFE SAFETY HAZARDS

Collection or storage of materials, supplies, or personal property that constitute a fire hazard determined by the University is prohibited. Storage or use of combustible materials, explosives, fireworks, or firearms is prohibited. Use of outside TV or radio antennas, sun lamps, halogen lamps, heat lamps, space heaters, or microwave ovens is strictly prohibited. The following requirements for all resident student rooms have been created in conjunction with the Indianapolis fire marshal to ensure the safety of all residents.

- All extension cords must be surge-protected with an ON/OFF switch, power on indicator light and a breaker reset.
- No two-prong ground adapters should be used. If a room has outlets that do not accept three-prong plugs, the room should be reported so that the outlets can be changed immediately.
- Wall/room door decorations limited to 20 percent of surface.
- Personal floor mats, which represent a trip hazard, are not permitted in hallways.
- Do not attach anything to, or hang any item on, any sprinkler head.
- Do not attach anything near a sprinkler head that may obstruct the spray pattern.
- Do not attach anything to, or alter, any life safety device, such as fire alarm horns, strobe lights, sprinkler heads, smoke detectors, exit lights, pull stations, or any type of emergency signage.
- No items are to be hung from any ceiling.
- The use of acetate, cellophane, tissue paper, or other combustible materials over or in light fixtures is prohibited.
- String, rope, or other types of decorative lighting is prohibited.
- Exit doors, hallways, and stairwells must be clear at all times.
- Plug-in air fresheners are prohibited.
HALOGEN LIGHTS

Any lighting fixture that utilizes a halogen light bulb is not allowed in the residence halls. The halogen bulb generates extreme heat, which increases the potential fire hazard. Halogen bulbs can be found in many different lighting fixtures including torchiere, clip-on lamps, and desk lights. An easy identifier is that they are typically covered by a glass plate.

SMOKING

Smoking is not allowed in or around buildings occupied by University faculty, staff, and students including classrooms, laboratories, private offices, residence halls, University apartments, and common areas, except in those locations designated as smoking areas. Designated smoking areas are:

1. Hinkle Fieldhouse: Outside of Gate #4 on the east side of the building and away from the door
2. Clowes Memorial Hall: West side of the building on the patio between Clowes and Lilly Halls.
3. Robertson Hall: Rear of building on north end (Johnson Room) away from the patio and back doors
4. Gallahue Hall: Rear of building on sidewalk south of the greenhouse
5. Atherton: Rear of building near loading dock away from doors
6. Irwin Library: Southwest of building near mall
7. Schwitzer Hall: East side of building
8. Ross Hall: West side of building
9. Residential College: Northwest corner of building
10. Apartment Village: East side of Building B

The rights of non-smokers to a smoke-free environment always take precedence over the desire of smokers to smoke. Residence life will attempt to make room assignments to honor any requests for smoking/non-smoking roommates. Any residents who are found to be smoking in their rooms will be subject to the campus conduct process and appropriate sanctions.

FIRE SAFETY AND EDUCATION

Fire Safety Education Training is provided by Facilities Management staff on an annual basis. This training consists of reporting, evacuation procedures, and University policy.

FIRE SAFETY AND EVACUATION PROCEDURES FOR STUDENT HOUSING

Tampering with or misuse of fire safety equipment, including fire alarms, fire extinguishers, or smoke detectors, is prohibited by state law and University policy. Smoke detectors and sprinkler heads should not be covered; students are not permitted to hang anything from this equipment. Exiting alarmed doors in non-emergency situations is not permitted. Every student is responsible for immediate evacuation of the building in the event of a fire alarm. In the event of a fire, the University Police Department must be notified immediately. The University Police Department will contact the fire department.

PROCEDURES FOR STUDENTS AND EMPLOYEES TO FOLLOW IN CASE OF A FIRE

• If you become trapped in the public area of a building during a fire, find a room—preferably with a window available—and place an article of clothing (shirt, coat, etc.) outside the window as a marker for rescue crews. If there are no windows, stay near the floor where the air will be less toxic. Shout at regular intervals to alert emergency crews of your location.
• If you are in a room when a fire alarm sounds, feel the door. If it is hot, do not open it. Seal the cracks around the door, and place an article of clothing or a sheet outside the window or try to use the telephone to request help. If you can safely leave your room, take your shoes, clothing,
and room key and go to the nearest exit. Shout and pound on doors as you leave to alert others in the building.

- Know the locations of fire extinguishers, fire exits, and alarm systems in your area and how to use them.
- If a minor fire appears controllable, immediately contact the University Police Department (They will notify the fire department.) and then promptly direct the charge of the fire extinguisher toward the base of the flame.
- If an emergency exists, notify the University Police Department and activate the building alarm. Since the building alarm only rings in some buildings, you must also report the fire by phone to 317-940-BUPD (2873).
- On large fires that do not appear controllable, immediately notify the University Police Department (They will notify the fire department.) and then evacuate all rooms and close all doors to confine the fires and reduce oxygen. Do not lock doors.
- If a member of the community finds evidence that a fire occurred, but has already been extinguished they should notify BUPD so they can investigate the fire.
- When the building fire alarm is sounded to signal that an emergency exists, walk quickly to the nearest marked exit and alert others to do the same.
- Assist the disabled in exiting the building. Do not use the elevators during a fire. Smoke is the greatest danger in a fire, so stay near the floor where the air will be less toxic.
- Once outside, move to a clear area at least 500 feet away from the affected building. Keep streets, fire lanes, hydrants, and walkways clear for emergency vehicles and crews.
- If requested, assist emergency crews as necessary.
- Do not return to an evacuated building unless told to do so by a University official.

PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY

There are no current plans for upgrading existing fire alarm safety equipment.

REPORTED FIRE STATISTICS

This chart represents reports of fires occurring in the Butler University residential housing units. A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning, or in an uncontrolled manner. A fire report log is maintained for public review at the University Police Department dispatch office, 24 hours a day, seven days a week. The log represents all reported fire covering a 60-day period. The log is also available at www.butler.edu/public-safety/fire-log.

2011 Fire Statistics

<table>
<thead>
<tr>
<th>Housing Facility</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Number of Injuries That Required Treatment at a Medical Facility</th>
<th>Number of Deaths Related to a Fire</th>
<th>Value of Property Damage Caused by a Fire</th>
<th>Case Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ross Hall</td>
<td>0</td>
<td>0</td>
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<td>CTS Apartment Building C</td>
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</table>

There were no reports of a fire in any of the residence halls for calendar year 2011.
2012 Fire Statistics

<table>
<thead>
<tr>
<th>Housing Facility</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Number of Injuries That Required Treatment at a Medical Facility</th>
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<tr>
<td>CTS Apartment Building C</td>
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</table>

There were no reports of a fire in any of the residence halls for calendar year 2012.

2013 Fire Statistics

<table>
<thead>
<tr>
<th>Housing Facility</th>
<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Number of Injuries That Required Treatment at a Medical Facility</th>
<th>Number of Deaths Related to a Fire</th>
<th>Value of Property Damage Caused by a Fire</th>
<th>Case Number</th>
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</thead>
<tbody>
<tr>
<td>Ross Hall</td>
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<td>Schwitzer Hall</td>
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<td>5/2/2013</td>
<td>17:53</td>
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<td>13-00280</td>
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</table>
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