

# CALIFORNIA STATE UNIVERSITY NORTHRIDGE



## 2023 ANNUAL SECURITY REPORT

JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICIES &  
CAMPUS CRIME STATISTICS ACT (20 U.S.C. § 1092(F))  
Clery Crime Statistics 2020-2022

## Contents

CALIFORNIA STATE UNIVERSITY NORTHRIDGE ANNUAL SECURITY REPORT .....	5
Message from President Erika D. Beck .....	5
Preparing the Annual Security Report .....	6
Clery Crime Statistics 2020 to 2022 .....	7
Unfounded Crimes .....	11
Hate Crimes .....	11
Procedures for Students and Others to Report Criminal Actions or Other Emergencies on Campus .....	11
Voluntary and Confidential Reporting.....	12
Crime of Violence Disclosures .....	12
California Education Code section 67380(a)(6)(A).....	12
Timely Warning Policy.....	13
Additional Considerations.....	14
Contents of a Timely Warning .....	14
Methods of Distribution.....	15
Emergency Notification Policy.....	15
Contents of the Emergency Notification .....	16
Methods of Distribution .....	16
Testing and Evacuation System.....	17
Security of and Access to Campus Facilities, and Security Considerations for the Maintenance of Campus Facilities .....	20
Systemwide Law Enforcement Policy, Law Enforcement Authority.....	21
Security Awareness and Crime Prevention Programs .....	24
Monitoring and Recording Crime Activity at Non-campus Locations of Student Organizations..	26
Possession, Use, Sale and Enforcement of Federal and State Alcohol and Drug laws.....	26
Sexual Violence Prevention.....	30
Training for Employees .....	31
Prevention and Awareness Programming.....	31
Information About Campus Reporting, Adjudication, and Discipline Procedures.....	32
Risk Reduction .....	34
Bystander Intervention .....	37
Written Notification.....	38
Supportive Measures.....	39
Reporting Options.....	44
The importance of preserving evidence .....	44

Reporting to law enforcement and making a criminal report.....	45
Protective Orders.....	45
Civil reporting options & protective orders .....	45
Court-Ordered Restraining Orders.....	45
Emergency Protective Order (EPO).....	46
Temporary Domestic Violence Restraining Order (TRO).....	46
Criminal Protective Order (CPO) .....	46
Civil Harassment Restraining Order .....	46
The CSU, Restraining Orders and Protective Orders .....	46
Disciplinary Procedures .....	46
Applicable Procedures .....	51
The Track System .....	52
Standard of Evidence .....	53
Dismissal/Referral.....	53
Informal resolution.....	54
Investigation and Hearing for Track 1 .....	55
Investigation and Hearing (if applicable) for Tracks 2 and 3.....	60
Sanctions.....	63
Appeals.....	64
Registered Sex Offenders.....	65
Missing Student Notification Procedures for On-campus Student Housing Facilities.....	65
Fire Safety Report.....	66
Appendix A: Jurisdictional Definitions.....	67
Rape (CA Penal Code Chapter 1 Section 261).....	67
Sodomy (CA Penal Code Chapter 1 Section 286).....	68
Oral Copulation (CA Penal Code Chapter 1 Section 287) .....	70
Bigamy, Incest, and the Crime against Nature (CA Penal Code Chapter 1 Section 285 and Section 289) .....	73
Fondling (CA Penal Code Chapter 9. Section 243.4, Assault and Battery).....	75
Statutory Rape (CA Penal Code, Chapter 1, Section 261.5).....	77
Incest (CA Penal Code, Chapter 1, Section 285) .....	77
Abuse: (CA Family Code, 6203 (definitions) and 6211).....	77
Domestic Violence/Dating Violence (CA Penal Code, Chapter 2, Section 273.5 and Section 243)78	
CA Penal Code 243(e).....	78
Stalking: CA Penal Code, Chapter 2, Section 646.9.....	78

Stalking: CA Penal Code, Chapter 2, Section 653m ..... 78  
Consent to Sexual Activity (CA Penal Code, Chapter 1, section 261.6 and section 261.7) ..... 79

# CALIFORNIA STATE UNIVERSITY NORTHRIDGE ANNUAL SECURITY REPORT

## Message from President Erika D. Beck



Welcome to the 2023 Annual Security Report (ASR) for California State University, Northridge (CSUN) for the years 2020–22. This report is prepared pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

CSUN is committed to the safety and security of all members of our campus community. In partnership with campus public safety personnel, a well-informed and alert community is critical. Campus safety is a shared responsibility and I thank each of you for collectively working to maintain a safe and secure environment for everyone, particularly our students who live on campus, attend classes and engage in activities that are all part of a rich and vibrant college experience. Let's continue our work in looking out for one another, reducing opportunities for crime and immediately reporting suspicious or criminal activity to Police Services.

The enclosed report has been compiled by CSUN's Clery Compliance Team in compliance with the following federal laws:

- the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act;
- the 2008 Revision to the Higher Education Opportunity Act;
- California Education Code section 67380, which informs members of the community of institutional policies concerning campus security (including University Police law enforcement authority, crime reporting policies, alcohol and drug use, crime prevention, sexual assault and other matters of related importance);
- the Violence Against Women Reauthorization Act of 2013 (VAWA), which amends the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act, commonly known as the Clery Act, under the Campus Sexual Violence Elimination Act provision (i.e., Campus SaVE Act).

This report contains statistics from the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by CSUN or any of its recognized student organizations; and on public property within or immediately adjacent to and accessible from the CSUN campus. Crime statistics are gathered from crimes reported to the university police department personnel, campus security authorities, and law enforcement agencies who provide public safety services to non-campus properties. Methods in which reports are received include the university police on-line reporting system, WE TIP anonymous reporting

hotline, in-person police reports and electronic or hardcopy forwarding of reported information. This report is available to the CSUN community both online at <http://www.csun.edu/sites/default/files/clery-report.pdf> and in person. Interested parties can request a hard copy of the report via: (a) in person at the CSUN Department of Police Services office at the corner of Darby Ave. and Prairie St.; (b) by phone—dial 818-677-5343 to reach Records Unit; or (c) by email to [erika.breazile@csun.edu](mailto:erika.breazile@csun.edu).

## Preparing the Annual Security Report

The Clery Director within the Office of the Vice President Administration and Finance with the cross-departmental Clery Compliance Team (CCT) prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act Policy. Individuals within the CCT include a Student Conduct Administrator, the Title IX Coordinator, the Chief of Police, the Chief Human Resources Officer, the Director of Housing and/or Residential Life, the Greek Life Director, the Athletic Director, the Dean of Students or Vice President of Student Affairs, the Public Information Officer, the Director for International Programs, and Campus Counsel. The CCT will assist the Clery Director in the collection of information and required crime statistics, assist in developing, writing, reviewing and ensuring the accuracy of the ASR and campus policies required to be included in the ASR, assist in the proper identification of relevant Clery Geography, assist in programming, developing, and providing training and outreach efforts on the Campus for compliance, and assist in overall compliance with the Clery Act and state student safety laws.

In addition, the Clery Director has working relationships with other campus departments and Campus Security Authorities (CSA) for the collection of additional reports and statistics for the ASR. CSAs must promptly report allegations of Clery crimes that occur within the Campus' Clery Geography that are reported to them. A report may be a written or verbal disclosure made by any person to the CSA, including information shared with the CSA by witnesses or other third parties. CSA reports must include the following, if known: the crime that was reported and the information provided, the exact location where the reported crime occurred, the date and time the reported crime occurred, any witness and perpetrator information. Victim information, unless the victim requests confidentiality (employees may be required to share this information with other offices if they have responsibilities under other laws and policies including, but not limited to, Mandatory Reporting of Child Abuse and Neglect, and Interim CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation). In the event the victim does request confidentiality, enough information must be obtained and provided by the CSA about the criminal incident to prevent over-reporting or "double-counting" of the incident.

Crime statistics are collected by our Department of Police Services (DPS) – CSUN campus that conduct outreach and establish collaborative relationships with local and state law enforcement agencies to encourage statistical Clery reporting by those agencies serving the public property areas we identified as non-campus properties where DPS does not patrol or provide primary law enforcement response. Per the regulations of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, a letter requesting the previous year's crime statistics is sent to each law enforcement agency that patrols any on campus, non-campus, and public properties in that agency patrol jurisdiction. The letter requests all statistical crime reports pertaining to the required crimes for disclosure in this publication according to specific locations within that agency's jurisdiction for the current reporting period. Once the statistical data is received back from these agencies, it is reviewed and all applicable crime reports are counted and included in the Clery Crime Statistics chart.

## Clery Crime Statistics 2020 to 2022

### Murder/NonNegligent Manslaughter

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	0	0	0
2021	0	0	0	0
2022	0	0	0	0

### Manslaughter by Negligence

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	0	0	0
2021	0	0	0	0
2022	0	0	0	0

### Rape

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	4	5	0	0
2021	1	2	0	0
2022	5	5	1	0

### Fondling

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	1	4	1	0
2021	0	2	0	0
2022	1	1	0	0

### Incest

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	0	0	0
2021	0	0	0	0
2022	0	0	0	0

### Statutory Rape

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	0	0	0
2021	0	1	0	1
2022	0	0	0	0

Robbery

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	0	1	0
2021	0	2	0	0
2022	0	2	0	0

Aggravated Assault

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	1	0	0
2021	1	2	0	1
2022	0	3	0	0

Burglary

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	4	7	0	0
2021	0	8	0	0
2022	0	3	0	0

Motor Vehicle Theft

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	3	1	3
2021	0	4	1	2
2022	0	9	0	0

Arson

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	1	0	0
2021	0	6 <sup>1</sup>	0	0
2022	0	1	0	0

<sup>1</sup> Increase in Arson incidents reported (from 1 in 2020 to 6 in 2021): Of the six arson crime statistics reported on campus in 2021, four were attributed to one suspect whom was arrested by CSUNPD officers in November of 2021.



Domestic Violence

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	5 <sup>2</sup>	10 <sup>3</sup>	1 <sup>4</sup>	0
2021	3	5	0	2
2022	2	4	0	0

Dating Violence

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0 <sup>5</sup>	0 <sup>6</sup>	0 <sup>7</sup>	0
2021	0	0	0	0
2022	0	0	0	0

Stalking

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	0	0	0
2021	0	0	0	0
2022	0	1	0	0

Arrests for Weapons Law Violations

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	2	0	0
2021	0	5	0	0
2022	0	2	0	0

---

<sup>2</sup> Changed and moved all incidents in all categories reported in Dating Violence in 2020 to Domestic Violence in 2020: Per the current federal regulations and reporting requirements of the Jeanne Clery Disclosure of Campus Security Polices & Campus Crime Statistics Act (20 U.S.C. § 1092(F)), state law is used when evaluating whether a protected relationship exists between parties in a dating/domestic situation. Current State Domestic Violence law includes persons in a social relationship of a romantic or intimate nature. Therefore, all dating violence statistics will be included with the domestic violence statistics.

<sup>3</sup> See footnote #2.

<sup>4</sup> See footnote #2.

<sup>5</sup> See footnote #2.

<sup>6</sup> See footnote #2.

<sup>7</sup> See footnote #2.

Arrests for Drug Law Violations

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	5	0	0
2021	0	5	0	5
2022	0	12	0	0

Arrests for Liquor Law Violations

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	1	0	0
2021	0	1	2	0
2022	0	0	0	0

Referrals to Disciplinary Action for Weapons Law Violations

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	0	0	0	0
2021	0	0	0	0
2022	0	0	0	0

Referrals to Disciplinary Action for Drug Law Violations

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	22	23	0	0
2021	7	7 <sup>8</sup>	0	0
2022	4	4	0	0

Referrals to Disciplinary Action for Liquor Law Violations

Year	Campus Residential	Campus Total	Noncampus	Public Property
2020	2	2	0	0
2021	0	0	0	0
2022	8	8	0	0

<sup>8</sup> Due to the COVID-19 pandemic and the California stay-at-homes orders, the CSUN campus switched to a primarily remote learning environment for the majority of the 2020 academic year. A lower number of students in residence halls and staff on campus contributed to a significant drop in the number of reported crimes referrals for disciplinary action for drug law violations.

## Unfounded Crimes

2020 – There were no unfounded crimes.

2021 – There were no unfounded crimes.

2022 – There were two unfounded crimes.

## Hate Crimes

2020 – There were no reported hate crimes.

2021 - There were no reported hate crimes.

2022 – There was (1) one crime of use of tear gas and violation of civil rights by force or threat of force – intimidation was reported on the CSUN campus and indicated bias based on ethnicity.

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. Hate crimes includes any offense in the following group: murder and nonnegligent manslaughter, sexual assault including rape, fondling, incest and statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property.

Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin.

Hate crime reporting is considered for all Clery geography including on campus, residential facilities, noncampus buildings or property, and public property.

## Procedures for Students and Others to Report Criminal Actions or Other Emergencies on Campus

Criminal actions and other emergencies occurring on campus should be reported immediately to the Department of Police Services by calling (818) 677-2111 or dialing 911 from campus or cellular phone. Other reporting methods include “blue light” emergency telephones, yellow TTY enabled emergency call boxes, visiting the Department of Police Services facility located at the corner of Prairie and Darby; or by contacting a police officer on patrol. A confidential "We Tip" line is also available at (818) 677-TIPS (8477). Crimes should be reported to the CSUN Department of Police Services for the purpose of making timely warning reports to the community and for disclosure in the annual crime statistics as stated in the [Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act Policy](#).

The Department will respond by taking the following action(s) as necessary:

- Dispatch a police officer(s) and/or the Los Angeles City Fire Department to the scene of the reported incident.
- Investigate the incident.
- Take appropriate action(s) to identify, apprehend, and prosecute the person(s) responsible.
- Notify or request the assistance of other law enforcement and/or other agencies and university resources when necessary.
- Take action(s) and/or make appropriate notifications.

## **Crime Log:**

The department maintains a publicly available “Daily Crime Log” (<https://www.csun.edu/police/daily-crime-log>) which is available on the Department of Police Services website at: <https://www.csun.edu/police/>.

## **Voluntary and Confidential Reporting**

CSUN communicates to all of its first-time freshmen students that they are required to attend New Student Orientation. During this orientation, first-time freshmen receive a New Student Handbook that provides an explanation of CSUN’s policy prohibiting sex discrimination, including sexual harassment and sexual misconduct. The Student Handbook also includes contact information for the Campus Title IX Coordinator and other resources, examples of acts that may constitute sexual misconduct and links to on and off campus resources, some of which are confidential resources. In addition to providing in-person training, the Office of Equity and Compliance distributes to students CSUN’s Title IX Notice of Non-Discrimination, Rights and Options brochures, and “Student Resources and Reporting Options for Sexual Misconduct and Relationship Abuse” pamphlets, which provide information on CSUN’s policy, the CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation (“Nondiscrimination Policy”), and procedures regarding sexual harassment, sexual misconduct, domestic violence, dating violence, and stalking; myths and facts about sexual violence, risk reduction tips, and confidential and non-confidential resources – both on and off campus.

As described in the “Rights and Options for Victims of Sexual Misconduct, Dating and Domestic Violence, and Stalking” brochure, when CSUN’s University police is contacted they will escort the victim to a safe place and transport them to a hospital or a sexual assault response center for a medical examination, if needed. University police can also provide access to a confidential Sexual Assault Victim’s advocate. If the victim prefers not to notify the police, then they are strongly encouraged to seek assistance from the Campus Title IX Coordinator who can provide information about their options, rights and remedies, and/or the Campus Sexual Assault Victim’s Advocate. The Campus Title IX Coordinator is available to assist in notifying the police, if the victim wishes. The CSUN Campus Care Advocate can also assist in notifying the police and/or the campus Title IX Coordinator.

## **Crime of Violence Disclosures**

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

## **California Education Code section 67380(a)(6)(A)**

Pursuant to California Education Code section 67380(a)(6)(A), Campus Security Authorities (CSAs) who receive reports from employees or students of a Part I violent crime, sexual assault or hate crime that occurred in an on or noncampus location as defined by the Clery Act, may not disclose to UPD or local law enforcement agencies the names of the victims or the alleged assailant, unless the victim consents to disclosing their name after being informed of their right to have their personally identifying information withheld. The name of the alleged assailant may be disclosed, however, if all of the following conditions are met:

- The alleged assailant represents a serious or ongoing threat to the safety of students, employees, or the institution; and
- The immediate assistance of the local law enforcement agency is necessary to contact or detain the alleged assailant.

## Timely Warning Policy

This policy describes the procedures that will be used to provide members of the community with information to aid in preventing them from becoming victims of crimes posing a serious or ongoing threat to the Campus communities. It is intended to provide faculty, staff, and students with timely information about Clery reportable crimes occurring within the defined Clery Geography of their Campuses, and to comply with the Timely Warning requirements of the Jeanne Clery Act.

As required by the Clery Act, CSU Campuses will keep their Campus communities informed by providing a timely warning when appropriate.

- Upon receipt of a Campus Security Authority (CSA) report of a Clery crime on Clery Geography, a Timely Warning analysis shall be completed and documented by the Clery Director. The Clery Director shall have authority to delegate this responsibility as appropriate. It is not necessary to document the completed Timely Warning analysis for referrals to disciplinary action.
- If it is determined that the report includes a Clery crime on Clery Geography, the Clery Director and Chief of Police (or management designee) will confer to analyze the known pertinent facts to determine whether they constitute a serious or ongoing threat to the Campus community. The unavailability of the Clery Director shall not unduly delay the issuance of a Timely Warning.
- If a CSA report includes 1) a Clery crime 2) on Clery Geography and 3) a discernible serious or ongoing threat, a timely warning as described below shall be issued expeditiously.
- In the absence of any of these three elements, no timely warning will be issued.
- The Chief of Police (or the management designee) shall have ultimate authority and responsibility for determining whether to issue a Timely Warning.

Each reported incident must be analyzed on a case-by-case basis. All known factors shall be considered in the case-by-case analysis to determine whether a timely warning should be issued. No single factor should govern the decision regarding the issuance of a timely warning. Campuses are prohibited from circumventing a case-by-case analysis by issuing a blanket rule that timely warnings will be issued for all reports of any given Clery reportable crime. Requests from an outside law enforcement agency to refrain from issuing a timely warning is insufficient grounds on its own for not issuing or delaying the issuing of a timely warning, unless the Chief of Police concurs that by issuing a timely warning, an identified risk can be articulated that would compromise the law enforcement efforts of the outside agency investigating the crime to gather evidence and/or apprehend suspect(s).

The case-by-case analysis will involve reviewing relevant factors including, but not limited to, the following, if known:

- The timing of the report: shortly after the occurrence of the crime vs. days or weeks after the occurrence of the crime, i.e., a "cold report"
- Physical injury to the victim

- Use of weapons
- Forced entry used and/or tools used in commission of the crime
- A suspect arrested or incapacitated by injury
- A suspect that is identified or otherwise can be located by law enforcement
- A suspect that is out of the area
- A victim who fears for their safety from the suspect
- A clear modus operandi and/or pre-planning indicated
- Multiple suspect(s) involved
- A pattern of similar crimes established
- The possible risk of compromising law enforcement efforts, such as to gather evidence and/or apprehend suspect(s), if a warning was issued

### **Additional Considerations**

The Clery Director (or management designee) shall notify the Campus president, as soon as practicable, that a timely warning will be or has been issued.

The Chief of Police (or management designee) is responsible for collaborating with surrounding law enforcement agencies to encourage them to share information with University Police Department (UPD) about crimes reported to local law enforcement that occur in Clery Geography.

Nothing in this policy precludes Campuses from maintaining a Campus policy about informing, re-publicizing and/or sharing with the Campus community crimes or other informational notices, (e.g., traffic advisories, events, prevention information) the Campus deems may be of interest to the Campus community. Such a policy is separate and distinct from the Timely Warning Policy. Such notices must differ in appearance or be distributed in a manner that assures that members of the community understand such notices are different from a timely warning notification required by the Clery Act; members of the Campus community should not be misled to believe such notices are timely warnings.

### **Contents of a Timely Warning**

When a timely warning is issued it shall be entitled "Timely Warning Crime Bulletin" and contain the following:

- A statement that reads, "This Timely Warning Bulletin is being issued in compliance with the Jeanne Clery Act and the purpose is to provide preventative information to the Campus community to aid members from becoming the victim of a similar crime."
- Identify the Clery reportable crime that occurred (i.e., rape, burglary, motor vehicle theft, arson, etc.)
- The date, time, and location the crime occurred
- The date the Timely Warning Bulletin is issued
- Description of the suspect when deemed appropriate, and if there is sufficient detail. Only include a description of the suspect when the descriptors provided by the reporting party could reasonably lead to conclusive identification of the perpetrator(s)
- At least three preventative tips or points of information specifically related to the circumstances of the crime which occurred that could help others from becoming the victim of a similar crime

- The phone number of UPD and a statement encouraging community members to report all information about crimes to UPD
- If appropriate, the phone number of support services

The Timely Warning shall not include, under any circumstances, the name of the victim, or information so specific (i.e., specific address or dorm room number or floor) that would or likely could identify the victim of the crimes of Sexual Violence, Rape, Dating Violence, Domestic Violence, or Stalking. Timely Warning Bulletins should use gender-inclusive and culturally appropriate language and avoid victim blaming and bias language.

## **Methods of Distribution**

Timely warnings will be distributed as quickly as possible in a manner that will likely reach the entire Campus community. Distribution methods vary from Campus to Campus and include, but are not limited to, any of the following:

- All employee and student email distribution
- University website
- Public area video display monitors
- Hard copies posted on Campus building entrance doors
- Press Release

This list is not intended to be exhaustive or intended to prioritize the method of distribution. The Chief of Police will confer with the Clery Director (or management designee), if available, to determine the most appropriate method(s) to distribute a Timely Warning. In the absence of the Clery Director (or management designee), the Chief of Police will determine the appropriate method of distribution. Campuses are required to maintain a list of the methods of distribution for timely warnings and include said list in the Campus's Annual Security Report.

## **Emergency Notification Policy**

This policy describes the procedures that will be used to 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 and/or employees occurring on the Campus, as required by the Clery Act.

Any member of the Campus community with information believed to constitute a significant emergency or a dangerous situation that poses an imminent or immediate threat shall report the information to University Police Department (UPD) and/or by calling "911." Examples include, but are not limited to, the following types of incidents:

- Severe weather warning (e.g., flash flooding, tsunami, hurricane, etc.)
- Environmental emergency within an on-campus facility (e.g., hazardous chemical spill, fire, earthquake, building collapse)
- Criminal activity with an imminent threat to Campus community (e.g., active shooter, murder, fleeing suspect with a weapon)
- Public Health Emergency (e.g., measles outbreak, swine flu outbreak, etc.)

Once UPD has received the report, the Chief of Police (or management designee) will, without delay and taking into account the safety of the community, confer with any appropriate public official (e.g., fire chief, health department) and any Campus officials responsible for managing the on-campus

emergency, if available, to confirm both: 1) a legitimate emergency or dangerous situation exists impacting on-Campus geography; and 2) the emergency or dangerous situation poses an immediate or imminent threat to members of the on-campus community. This confirmation process may include, but is not limited to, visual observation, officer investigation, the assistance of key Campus administrators, local or Campus first responders, and/or official government reporting through agencies such as the National Weather Service.

If both of the above factors are not met, no emergency notification is required. If it is determined that both of the above factors are met, then an emergency notification as described below shall be issued. The Chief of Police (or management designee) will confer with the Clery Director, if available, to prepare the content of the notification and determine which members of the Campus community are threatened and need to be notified. The content of the message will be developed based on a careful but swift analysis of the most critical facts.

Once the notification is prepared, the Chief of Police and/or the Clery Director (or their management designees) will, without delay and taking into account the safety of the community, transmit the emergency notification unless doing so would delay the ability to mitigate and/or contain the emergency, including the ability to provide immediate, life saving measures. If an emergency notification is issued, a timely warning is not required for the same incident.

### Contents of the Emergency Notification

The emergency notification shall contain the following information:

- A statement as to what the emergency or dangerous situation is, in specific terms (e.g., chemical spill, active shooter, building fire)
- A statement providing direction as to what actions the receiver of the message should take to ensure their own safety
- A statement as to where or when additional information may be obtained

The Chief of Police and/or Clery Director (or management designees) will provide updates to the emergency notification with pertinent updates or direction to persons for their safety when new information becomes available. Updates will be provided in regular intervals until the emergency has been mitigated or no longer poses an imminent threat, e.g., fire is out, and building has reopened.

### Methods of Distribution

Emergency Notifications will be distributed as quickly as possible in a manner that will likely reach the segment(s) of the on-campus community threatened by the emergency. Segmentation will be considered by the Chief of Police (or management designee) by evaluating which persons are likely to be at risk based on the circumstances at the time and notifying those persons. Segmentation should not be considered if making this determination would delay issuing the emergency notification. The Chief will determine if notification to the larger community is appropriate. Distribution methods, including distribution to the larger community, vary from Campus to Campus and depending on the nature of the emergency, may include:

- A Campus mass notification system, including but not limited to phone, Campus email, or text messaging. Systems should provide currently enrolled students, faculty and staff the ability to adjust their subscription preferences to select multiple contact methods from text messages, emails and phone calls, or if desired, to 'opt out' of the service and not receive any notifications



- Audio/visual message boards
- Audible alarms/sirens
- Campus public address systems
- In person or door-to-door notifications in a building or residence halls
- Local media
- Social media
- Other means appropriate under the circumstances, which campuses shall disclose in their ASRs as applicable.

### **Testing and Evacuation System**

Testing of the Emergency Notification System and evacuation will be done at least once annually. The Tests may be announced or unannounced. Tests must be scheduled, contain drills, exercises and appropriate follow-through activities, and be designed for assessment and evaluations of emergency plans and capabilities. However, the campus emergency response and evacuation procedures will be publicized in conjunction with at least one test per calendar year. Each Test will be documented to include a description of the exercise, the date of the Test, the start and end times of the Test, and whether the Test was announced or unannounced. The California State University Emergency Management policy describes these Tests and defines responsibility for their completion. A copy of the documentation will be provided to the Clery Director.

### **CSUN Emergency Notification**

CSUN has enhanced the communication plan to maintain a safe environment and provide faster real-time communication and alert all those who make up the campus community in the event of a significant emergency or crisis. We use a layered communication approach with several technologies. Each communication method augments the others.

Emergency communications systems enhance immediate notifications for the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, staff, or faculty occurring on the campus. In the event that issuing a notification would compromise efforts to contain the emergency, the community can depend on situational awareness of a threat and appropriate actions to take.

#### **Emergency Communication Methods include:**

CSUN's Emergency Management will transition from Blackboard Connect - Mass Notification System to RAVE Mass Notification in 2023. The Rave system provides CSUN Police Services the ability to send all students, staff, faculty and other campus affiliates time-sensitive information about unforeseen events and emergencies using voice, email and text messaging. The system can be used to broadcast pertinent information and provide details on an appropriate response. In an effort to enhance notification capabilities, RAVE was contracted for its ability to provide notification through a flexible system overcoming caveats Peoplesoft's platform encountered. As our new primary mass notification system, students, staff, faculty, and others affiliated to the University can ensure they receive vital messages by ensuring emergency contact information remains current in the myNorthridge portal at <https://www.csun.edu/>. Additionally, Rave's alert capabilities improves message deployment speed, with the ability to deploy text messages to 50,000 contacts in under 5 minutes. Students, staff, and faculty can also add additional phone numbers or email addresses for spouses, parents, roommates, family, etc. to receive notifications sent over these channels. The "Opt-out" feature expects to increase the number of students, staff, faculty and other appropriate CSUN community members to remain on the system's text message notification system log

increasing the percentage of users of the system. Opting out lessens the likelihood of students declining notification services and remain connected to CSUN's text message notification system. Students, staff, faculty and appropriate campus affiliates cannot opt out of messages sent to their CSUN email address or phone messaging.

**CSUN Social Media Sites** - [Facebook](#), [Instagram](#) and [Twitter](#) as well as [The Department of Police Services Facebook](#) page will be updated with emergency information as appropriate.

**Campus Carillon** - Is an outdoor public broadcast system. It is intended to alert persons who are outdoors and is not designed to be heard inside buildings. Real-time messages and emergency instructions can be broadcasted.

**CSUN Home Page** - During a critical incident or emergency, information will be prominently displayed on the home page.

**Informacast Phone Messaging System** - The campus VOIP telephones allow CSUN administration or emergency response personnel to simultaneously send an audio and text message through the speaker and display screen of office phones.

**Alertus Desktop Takeover System** - Provides the University the ability to broadcast a desktop takeover pop-up message on all computers connected to the CSUN server. This includes the Matador Information Network Displays (MIND screens).

**Emergency Signage** - May be placed along the campus perimeter and within the campus to alert you to campus evacuation, closure, partial closure or testing of emergency communications. The signs include the LED message boards, the electronic marquee on Zelzah Avenue and laminated signs on sandwich boards strategically placed around the campus.

**Radio Stations** - Both KABC 790AM and KNX 1070AM participate in the Emergency Alert System, which will allow them to send and receive regional emergency information quickly and automatically during a disaster. CSUN Administration and emergency response personnel can also use our campus radio station KCSN 88.5FM to broadcast campus specific information.

**Two-Way Radios** - Are utilized for routine business (for example, Police, Physical Plant Management, etc.) and will also receive alerts and warnings via their radios.

**Hand-Held Megaphones** - Specially trained CSUN staff and faculty acting in the capacity of volunteer Building Marshal or CSUN CERT (Community Emergency Response Team) members have access to hand-held megaphones to assist in communicating information during an emergency or critical incident.

**Vehicle Public Address Systems** - In cases where an isolated or targeted message may be required, university vehicles equipped with public address speakers (i.e. CSUN police and parking vehicles) may be also be used to augment other methods of communication.

**Blue Light Phones** - To report an emergency, faculty, staff and students can utilize the blue light phones located on the campus (including parking structures). When activated, the phone connects directly to a CSUN police dispatcher. There are 94 Blue Light phones strategically placed on campus. There are also [Yellow Emergency Call Boxes](#) that are TTY compatible for the hearing impaired.

**Campus Status Information** - You may call toll free numbers during a campus emergency or critical incident for information on the status of the campus, i.e., if the campus is closed, if classes have

been cancelled, or other announcements.

Faculty/Staff Campus Status: 866-535-2786  
Students and Community: 866-515-2786

#### **Emergency/Non-Emergency Contact Numbers**

24-hour Emergency (CSUN Police, Fire or Medical): **911**  
24-hour Non-Emergency: 818-677-2111

#### **Useful Telephone Numbers at CSUN**

Vehicle Jump starts or Key Lock-Out Assistance: 818-677-2111  
Emergency Preparedness: 818-677-5973  
Threat Assessment Unit: 818-677-3961  
Office of the Chief of Police: 818-677-2201  
Matador Patrol (Personal Safety Escorts): 818-677-5048  
Environmental Health and Safety: 818-677-2401  
Klotz Student Health Center: 818-677-3666  
Physical Plant Management: 818-677-2222

The University complies with the National Incident Management System (NIMS), the Standardized Emergency Management System (SEMS), and California State University Emergency Management Policy.

The University's Emergency Operations Plan (EOP) provides guidelines for the management of immediate actions and operations required to respond to emergencies or disasters affecting the campus community in the Clery-defined campus geography. The University's emergency response and management is directed by the University's Director of the Emergency Operations Center/Chief of Police or his/her alternate.

#### **DRILLS**

- **Annual drills and exercises** are scheduled by the Department of Police Services' Emergency Manager. This includes building evacuation drills and Emergency Operations Center (EOC) exercises to test the University's Emergency Operations Plan.
- **Scheduled building evacuation drills** are conducted each year per an established 18-month master schedule. These drills are coordinated by the Department of Police Services' Emergency Manager in conjunction with Principal Building Marshals, Physical Plant Management, and Department of Police Services Patrol Operations and Dispatch. Announced and unannounced building evacuation drills are designed to exercise and assess emergency response plans and capabilities for evacuation purposes.
- **After-Action Reports** are created for all drill and exercises coordinated by the Emergency Manager to identify areas for improvement.

#### **EMERGENCY OPERATIONS CENTER (EOC)**

California State University, Northridge has an Emergency Operations Center (EOC) comprised of staff from various departments representing critical functions of the University to include those with resources necessary to support emergency response. The EOC is activated when deemed

appropriate by the President of the University or the Director of the EOC, or as outlined in the Emergency Operations Plan. EOC staff training and exercises are documented through attendance rosters, planning meeting agendas, and exercise documentation.

In conjunction with the Chief of Police, the Emergency Manager will conduct an administrative review of the EOP on an annual basis or as needed. Testing of components of the University's EOP are conducted annually either through tabletop, functional, or full-scale exercises. At the completion of each EOC exercise, full documentation of test results and lessons learned are in the form of an After-Action Report and/or a Corrective Action Plan.

Emergency Preparedness trainings and workshops are conducted for departments, students, faculty, staff, and campus community members throughout the year. Training topics include building evacuation, general emergency preparedness, earthquake and fire safety procedures, personal emergency plan development, and awareness of campus emergency preparedness, notification methods, and resources.

As an illustration of the emergency preparedness and response activities made available in 2022, on October 20, 2022, the CSUN community participated in the Great ShakeOut Earthquake Drill to test campus readiness in the event of an earthquake. This international event afforded CSUN an opportunity to also test two of the campus' emergency notification systems – Alertus and InformaCast. At 10:20 am, approximately one hour prior to the Great ShakeOut drill, the Alertus desktop takeover system was tested and informed those connected to CSUN's network of the upcoming drill through a pre-scheduled written announcement via display on their monitors. InformaCast was used to advise the campus community of the start of the Great ShakeOut drill and to Drop, Cover, and Hold On. The broadcast was scheduled to play a pre-recorded message advising of the test at 10:20 am PST via the campus' VOIP telephone system. The test included both voice notification and a visual message display to recipients over the campus' Cisco phone system, which experienced some anomalies where some phones only received a partial message. The purpose of testing systems in non-emergencies was supported by this exercise.

2022 Emergency preparedness and response activities include a comprehensive and cascading tabletop exercise with the University's Department of Police Services and Emergency Operations Center Staff, building evacuation drills to include Student Housing, testing of emergency notification systems, and virtual and in-person public outreach and training.

Training, drill, and exercise documentation is maintained by the Emergency Manager and is available for review upon request.

## **Security of and Access to Campus Facilities, and Security Considerations for the Maintenance of Campus Facilities**

### **Statement of Policy for Addressing Security and Access**

The CSUN Department of Police Services provides 24-hour patrol of university property including academic and administrative buildings, parking lots, and residence halls. All state laws and applicable federal codes are enforced on the campus. Security and safety conditions on campus are continually evaluated by members of the Department of Police Services, Environmental Health and Safety, and Physical Plant Management.

Officers patrol the campus on a regular basis and are responsible for reporting and investigating crimes, issuing traffic citations, responding to medical emergencies, traffic accidents, reports of fire, as

well as other incidents that require police assistance.

Most campus educational facilities are open to the public during business hours (8:00am to 10:00pm). Certain facilities, including buildings, offices, and other areas of the campus may be restricted as to hours or access requirements. These restrictions are posted at each location. Access to campus residence buildings operated by Residential Life is restricted to residents, their guests, and university officials. Access to University Park Apartments is controlled by electronic card-keys.

### **Maintenance of Campus Facilities**

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. The CSUN Department of Police Services regularly patrols the campus and reports malfunctioning lights and other unsafe physical conditions to Physical Plant Management for correction.

Under the direction of Environmental Health and Safety, members of the campus community, including representation from the Department of Police Services, conduct an annual night safety walk. The purpose of this walk is to find safety concerns that appear on the campus at night. Documentation is made of the findings and repairs/corrections are initiated and tracked through to completion.

The campus community is encouraged to report any safety concerns, exterior lighting, or emergency telephone malfunctions to Physical Plant Management at 818-677-2222 or to the Department of Police Services at 818-677-2111. In University housing areas, the housing maintenance department should be notified at 818-677-2234.

### **Statement Regarding Firearms and Weapons**

Any person who brings or possesses a firearm on the grounds of the university, without the prior written permission of the Department of Police Services Chief of Police, or as otherwise provided by law, is in violation of state law (California Penal Code, Section 626.9) and university regulations (Policy No. 800-01), and is punishable by imprisonment, university disciplinary action, or both. Additional California weapon laws affecting the possession of firearms, dirks, daggers, knives, batons, clubs, BB guns, etc. on California State University property are delineated within California Penal Code sections 626 through 626.11, 25400, 25850, and 26350. The Student Housing Rules and Regulations prohibiting all weapons, firearms, and ammunition are located at <https://www.csun.edu/housing/student-housing-rules-and-regulations> .

### **Systemwide Law Enforcement Policy, Law Enforcement Authority**

Persons employed and compensated as members of a California State University police department, when so appointed and duly sworn, are peace officers. However, such peace officers shall not exercise their powers or authority<sup>9</sup> except (a) at the headquarters or upon any campus of the California State University and in an area within one mile of the exterior boundaries of each campus or the headquarters, and in or about other grounds or properties owned, operated, controlled, or administered by the California State University, or by trustees or the state on behalf of the California State University, and (b) as provided in Section 830.2 of the Penal Code.

---

<sup>9</sup> Including the authority to make arrests

The arrest authority outside the jurisdiction of the CSU Police Department includes (Penal Code § 830.2(c); Penal Code § 836):

- a. When the officer has probable cause to believe the person committed a felony.
- b. When the officer has probable cause to believe the person has committed a misdemeanor in the presence of the officer and the officer reasonably believes there is immediate danger to person or property or of escape.
- c. When the officer has probable cause to believe the person has committed a misdemeanor for which an arrest is authorized even if not committed in the presence of the officer such as certain domestic violence offenses and there is immediate danger to person or property or of escape or the arrest is mandated by statute.
- d. When authorized by a cross jurisdictional agreement with the jurisdiction in which the arrest is made.
- e. In compliance with an arrest warrant.

On duty arrests will not generally be made outside the jurisdiction of this department except in cases of hot or fresh pursuit, while following up on crimes committed within the State, or while assisting another agency.

On duty officers who discover criminal activity outside the jurisdiction of the State should when circumstances permit, consider contacting the agency having primary jurisdiction before attempting an arrest.

California State University encourages accurate and prompt reporting of crime. All members of the Campus community are encouraged to promptly contact the UPD and/or other appropriate police agencies when they have been the victim of, or have witnessed criminal actions, including when the victim of crime elects to or is unable to make such a report.

### **CSUN – Law Enforcement**

Under the California State University, the California State University Police Services and Public Safety Program is the delegation of authority and responsibility to the campus president to implement campus police services and public safety program policies that are consistent with the California State University Police and Public Safety Policy guidelines. CSUN Department of Police Services' Officers are vested with full law enforcement powers of arrest and meet or exceed training mandated by the California Commission on Peace Officers Standards and Training, as well as training designed to meet the needs of the university community. As state peace officers, their police authority extends throughout the state, including concurrent jurisdiction with the Los Angeles Police Department on the adjacent streets in the surrounding community. California Penal Code 830.2 (c) states the following persons are peace officers whose authority extends to any place in the state: A member of the California State University Police Departments appointed pursuant to Section 89560 of the Education Code, provided that the primary duty of the peace officer shall be the enforcement of the law within the area specified in Section 89560 of the Education Code. Department of Police Services' police officers enforce California State University policies, California state laws as well as Federal laws.

It is the policy of the CSUN Department of Police Services to comply with applicable federal, state and local laws. In keeping with this requirement, a memorandum of agreement (MOA) has been crafted with the Los Angeles Police Department to meet the requirements of the Kristen Smart Campus Safety Act of 1998. This law mandates that university police departments enter into written agreements with local law enforcement agencies in order to clarify operational responsibilities for investigation of Part 1 violent crimes occurring on campus. The Act was amended in 2015 to include violent crime

reporting procedures within the university as well as the forwarding of said reports to the local law enforcement agency with which the campus has an operational agreement or MOU (i.e., LAPD – Devonshire Division). The CSUN Department of Police Services also has a letter of agreement with the Los Angeles Sheriff’s Office (LASO), Los Angeles School Police (LASPD), and California Highway Patrol (CHP) to provide a formal mechanism for the Department of Police Services to request assistance to augment university police resources. This assistance would normally be requested for such situations as demonstrations, marches, rallies, parties, dances or other situations as determined by the Chief of Police.

The Department prepares and submits a monthly crime statistic report through the California Incident-Based Reporting System to the California Department of Justice and the Federal Bureau of Investigation. The Department also enters reported stolen vehicles and property with serial numbers into the National Crime Information Center computer, allowing for recovery throughout the United States.

As an active member of the criminal justice system, the Department of Police Services interacts and cooperates with other state and local law enforcement agencies. Cases are filed with both the Los Angeles City Attorney and the Los Angeles County District Attorney. Information may also be given to the Office of the Vice President for Student Affairs for internal judicial process involving students.

The University requests that all crimes or suspected crimes be reported accurately and promptly to the Department of Police Services and/or the appropriate law enforcement agency where the crime occurred, to include when the victim elects to or is unable to make a report. Crimes occurring on University properties leased by Medtronic Inc. should be reported to the Los Angeles Police Department. Crimes occurring on University properties leased by Northridge Academy High School should be reported to the Los Angeles Unified School District Police or the Los Angeles Police Department. Should there be a question as to whom a crime should be reported to, contact the CSUN Department of Police Services for assistance.

One police investigator is assigned full-time to follow up on crime and incident reports. They are responsible for follow-up investigations, apprehending suspects, recovering property, preparing cases for filing, and making crime prevention recommendations or referring people to the Department of Police Services Crime Prevention Unit to reduce the chance of criminal activity.

There are very limited circumstances in which investigators of the Department of Police Services may remove reports of crime that have been determined as “unfounded.” “Report Unfounded” shall only be indicated within the department’s records management system when:

- The crime or incident alleged in the original report did not occur, or did not occur in the Department’s jurisdiction.
- The same crime or incident has been reported more than once. (The most accurate and thorough crime report shall be retained. Any additional report should be unfounded).
- “Specific intent” is a necessary element of the original crime, and the district attorney, city attorney or Investigations Unit commander determines that investigative efforts have failed to prove that specific intent exists. **NOTE:** Even if the incident, absent the element of specific intent, is still a crime, the original report shall be reclassified to that crime.

All reported Clery crimes determined as “unfounded” and subsequently withheld from the reported crime statistics are disclosed within the Crime Statistics section of this Annual Security Report.

## Security Awareness and Crime Prevention Programs

Members of the CSUN community must take responsibility for their own personal safety, the safety of others, and their property (when possible), as they do when away from the University. Members of the community are strongly encouraged and constantly reminded by the Department of Police Services throughout the year to:

- Promptly report all crimes and suspicious persons or activity to University Police.
- Always be aware of your personal safety and your surroundings.
- Never leave your property unattended and lock bicycles and doors and windows to your car, office, and residence.
- Always double check your doors and windows to ensure they are completely closed and locked before you go to sleep or leave your room or residence.
- Keep all valuables with you or leave them at home.
- Walk on well-traveled pathways and in well-lit and populated areas. Walk with friends or groups when possible.
- Call the Department of Police Services for a safety escort if you feel afraid or need to walk in isolated areas or at times when areas are unpopulated or closed.
- Get to know people in and around your place of residence. Do not invite or let unknown people into your residential building, nor go with them to an unfamiliar place. If you know someone by their first name only or met them on the internet, consider them a stranger.
- Engrave owner identification numbers onto electronics and items of value, keep a list of serial numbers and description of property, and provide it to the Police in the event your property is stolen.
- Use the internet wisely and never send money or provide personal identifying information, credit card information, or bank information to someone you do not know or to a company or person you did not initiate contact with on your own (such as airlines, department stores, Amazon, etc.).
- Use good bicycle theft prevention measures. Use a combo or flat key U-lock. Most cable locks can be and are easily cut. Lock both the front and rear wheels when possible and make sure to put your lock(s) through a closed part of the bike frame. Wheels can easily be taken off. Register your bike with the Department of Police Services and use the campus bicycle compounds. Although all bikes are prone to theft, the newer and more expensive a bike is, the more of a target it will be.

CSUN, through the Department of Police Services, offers other programs to enhance the security awareness and safety of its campus community. Such programs include, but are not limited to:

- **Analytic Closed Caption Television (CCTV)** – the University uses a state-of-the-art video surveillance system on campus which incorporates video analytics, allowing the University to further enhance its security/safety efforts while “future proofing” their investment.
- **Amber Light Patrol** – Parking enforcement officers patrol parking lots and structures with their amber lights on to be visible to those who need assistance with vehicle lock-outs and jumpstarts. *Wallet cards are available at the Department of Police Services.*



- **Personal Safety Escort Program** – Personal Safety escorts are provided to locations on campus during hours of darkness. For a night safety escort, please call 818-677-2111. *There were 157 safety escorts provided in 2022.*
- **Security Surveys** – Departments can request a security survey be conducted and the Department of Police Services will evaluate the concerns and make recommendations.
- **Intrusion and Duress Alarm Assessments** – Departments can request a site survey/assessment be conducted and the Department of Police Services will evaluate the concerns and needs of a security alarm system, making recommendations where needed.
- **STOP Anti-Theft Program** - Security plates adhered to computers and other electronics items and is available for the both personal and state owned. The serial and production information is uploaded to the STOP website, in case the item is lost or stolen. *The department facilitated the application of 152 STOP plates.*
- **Matador Bicycle Compound and Bicycle Registration** – The Bicycle compounds are fully enclosed and more secure locations to park bicycles on campus. Cyclists are given access to the bicycle compounds located in the B3, B5 and G3 parking structure and in Student Housing. Additionally, cyclists can register their bicycles with the department. *Thirty-nine bicycles were registered with the department and thirty-three for the bicycle compound in 2022.* For more information and to enroll in the program, call 818-677-2111 or visit the Department of Police Services at the corner of Darby Avenue & Prairie Street.

See the below Crime Prevention Programs section for information on both specific security and public safety programming provided to the campus community in 2022.

CSUN provided community wide or audience specific outreach and program efforts that included in person presentations and tabling events from University police officers, Klotz Student Health Center professional and student staff, residential life professional and student staff, as well as Greek and other student life representatives. Campus educational programming in 2022 was comprehensive and intentional; integrating programming initiatives, strategies, and campaigns intended to inform the campus community about safety procedures and ways to prevent crime.

Details on the variety of crime and controlled substance prevention topics are available from the Department of Police Services in separate publications at the Department of Police Services or the department's website <http://www.csun.edu/police/> and the university student health center's website <https://www.csun.edu/shc>. Presentation requests for current programs, or a request for one not shown in the above list to meet a specific need, may be made by calling the Department of Police Services at 818-677-2201.

The DPS crime prevention unit maintains a highly visible presence within the community providing quality services, crime prevention programs, resources and educational opportunities that promote personal safety and the protection of property. Among the crime prevention programs listed below are the security awareness programs listed in the previous section for the CSUN community.

### Crime Prevention and Safety Workshops, Classes, Tabling Events during the 2022 year

Program Type	Conducted By	To Whom	Number of Programs Held	Description
<b>General Crime Prevention &amp; Personal Safety Events</b>	Department of Police Services	Students/ Faculty/Staff	Six sessions during the year due to Covid-19 restrictions.	These workshops cover information on basic crime prevention and personal safety tips.
<b>Community Relations Events (tabling)</b>	Department of Police Services	Students/ Faculty/Staff	Six resources tabling events in the year	DPS staff go to different events on campus passing out information regarding the wide variety of safety programs and resources available through the department's crime prevention unit.

### Monitoring and Recording Crime Activity at Non-campus Locations of Student Organizations

The Los Angeles Police Department, located at 10250 Etiwanda Ave., Northridge, CA 91325 (Devonshire Division 818-832-0633/818-832-0665 TDD/TTY) is the primary responding law enforcement agency to all officially recognized non-campus fraternities, sororities, and other student organizations controlling residences and/or property(s) located within the city of Los Angeles. The Department of Police Services requests crime reports and statistics about crimes occurring at these locations from the Los Angeles Police Department. The Department of Police Services may also respond to crimes in progress at these locations, depending upon the nature of the crime and the proximity to the campus. Crime reports and statistics for these locations are maintained by the Los Angeles Police Department; however, they are included in this report as required by law.

### Possession, Use, Sale and Enforcement of Federal and State Alcohol and Drug laws

Consistent with its mission of enabling students to reach their educational goals, California State University, Northridge is committed to maintaining a safe and healthy environment for the university community. Alcohol and other drugs should not interfere with the university's educational mission. All CSUN students, faculty, and staff are subject to local, state, and federal laws regarding the unlawful possession, distribution, or use of alcohol and illegal drugs. Violators are subject to university discipline, criminal prosecution and/or removal from University housing. The unlawful manufacture, distribution, dispensing, possession or use of illegal drugs on the University campus or at any University-sponsored event off-campus is also prohibited. A complete description of these regulations is contained in the University Alcohol and Illicit Drugs Policy (#900-06) which can be viewed at <https://catalog.csun.edu/policies/university-policy-on-alcohol-and-illicit-drugs/> or obtained in hard copy at the offices of student affairs, Valera Hall 310. This policy, which delineates CSUN policy concerning alcohol and drugs, provides procedural guidelines,

communicates the consequences of failing to adhere to established policies, and provides guidance as to available resources, is a significant component of the university's overall compliance with the Drug-Free Schools and Campuses Regulations, which implement The Drug-Free Schools and Communities Act Of 1989 (DFSCA) including 1) Standards of conduct 2) Applicable legal sanctions 3) Associated health risks 4) Available treatment and support programs and 5) Discipline and sanctions. [Note: the policy is currently under revision.]

A campus contact for students interested in prevention programs and resources is Marianne Link, MPH, MCHES, Assistant Director, Health Promotion And Administration ([marianne.link@csun.edu](mailto:marianne.link@csun.edu)), located at the Klotz Student Health Center on campus. Students can seek treatment with Dr. Steve Silver, Psychologist and Substance Use Specialist at University Counseling Services. Dr. Silver also has off-campus referral resources for students, if a higher level of treatment is determined to be more beneficial.

Employees can contact the Employee Assistance Program (EAP), Life Matters, via their website for information: <https://www.csun.edu/enrichment/employee-assistance-program>. This is a free employee benefit that can refer individuals to external resources for themselves and their family members.

CSUN has a Drug-Free Workplace policy, which addresses marijuana and Proposition 64, which can be found at: [https://www.csun.edu/sites/default/files/540-50\\_0.pdf](https://www.csun.edu/sites/default/files/540-50_0.pdf). The passage of Proposition 64 by California voters, which legalized the recreational use of marijuana by persons over the age of 21, does not alter the drug-free workplace policy. Marijuana use, in any form, and marijuana production, possession, cultivation, purchase, sale, transportation, or distribution on CSUN property and/or in connection with CSUN activities remains prohibited – both by CSU policy and under State and Federal Law. Nothing in Proposition 64 changes the obligations of CSUN to maintain a drug-free community, prevent illegal drug use and misuse of legal drugs, and discipline employees and students who violate this policy.

The University respects the right of individuals within the University community to determine whether to engage in the lawful consumption of alcohol under circumstances authorized by the University policy. Members of the campus community, particularly students, who elect not to use alcoholic beverages, or not to include alcohol as a part of sponsored events and activities, will be fully supported in that choice.

The CSUN Department of Police Services strictly enforces state laws, as well as the University Zero-Tolerance Policy, for underage drinking and the use and sale of illegal drugs. No one may use illegal substances, or abuse legal substances, including alcohol. Students engaging in the sale of illegal drugs may be arrested and face University disciplinary action, up to and including expulsion. Additionally, students found in violation of University alcohol, drug, and weapons policies may also be subject to similar consequences including arrest and University disciplinary action. Parents or guardians may be notified by the Office of Student Conduct and Ethical Development about any University disciplinary violation involving alcohol or a controlled substance that has been committed by a student who is under the age of 21.

Employees in violation of the University alcohol and drug policies may be subject to arrest, corrective action, or dismissal. Employees may also be requested to participate fully in an approved counseling or rehabilitation program. Applicable legal sanctions under federal, state, and local statutes for the unlawful possession or distribution of illicit drugs and alcohol may include probation, diversion, or imprisonment. A police officer can confiscate the driver license from any

person suspected of driving under the influence of alcohol and drugs, who refuses to take a blood alcohol test.

The University Corporation (TUC), CSUN's non-profit auxiliary corporation, contracted all of campus dining to Chartwells Higher Education Group (CHE). CHE is licensed by the California Department of Alcoholic Beverage and Control to purchase, serve, and sell alcohol both on and off campus. Consistent with this policy, the Executive Director of TUC or designee shall determine the permitted uses of the licenses held by CHE and shall approve all policies and procedures concerning the use of alcohol at TUC operated facilities and catered events, including the University Student Union. The Vice President for Student Affairs has jurisdiction over Residential Life and Conference Services and the University Student Union and, consistent with this policy, shall approve all alcohol- related policies established by these departments. The use of alcoholic beverages must comply with California State Law and is strictly limited to persons 21 years of age or older. The possession, transportation, and consumption of alcoholic beverages by individuals younger than 21 years of age are strictly prohibited. Alcoholic beverages may only be consumed by persons over the age of 21. CSUN provides useful and informative prevention education programs throughout the year. CSUN Department of Police Services enforces violations proactively through education and community contacts. Officers and residential life staff regularly make residents aware of the policies regarding drug/alcohol use and misuse as well as personal safety and crime prevention information. Drug and alcohol prevention presentations and information are provided throughout the year at orientations, upon request for departments and areas, and in conjunction with sponsored campus activities.

**CSUN's Klotz Student Health Center Drug and Alcohol Educational Programming  
during the 2022 year**

<b>Event Name</b>	<b>Date</b>	<b>Type/Contact</b>	<b># Student</b>
Training in Intervention Procedures (TIPs) - AS Big Show Staff	3/3	Training	7
Safe Partying Tips	3/16	Instagram	228
Standard Drink Sizes	3/16	Instagram	215
National Drug & Alcohol Facts Week - Fentanyl	3/22	Instagram	191
National Drug & Alcohol Facts Week - NCHA 1	3/23	Instagram	253
National Drug & Alcohol Facts Week - NCHA 2	3/24	Instagram	182
National Drug & Alcohol Facts Week - NCHA 3	3/24	Instagram	183
National Drug & Alcohol Facts Week - NCHA 4	3/25	Instagram	156
Drinking & Drugging PSY 310 Class	3/30	Workshop	85

Event Name	Date	Type/Contact	# Student
Drinking & Drugging HSCI 331 Class	4/13	Workshop	40
Project Date: SAAFE Week, Standard Drink Activity	4/19	Outreach Tabling	50
Training in Intervention Procedures (TIPs) - Resident Advisors	8/8/2022	Training	71
Training in Intervention Procedures (TIPs) - Matadors4Wellness Peer Educators	8/23/2022	Training	7
Alcohol Safety	9/20/2022	Instagram	612
Phi Mu Sorority ATOD Presentation	10/24/2022	Workshop	21
Safer Partying Tips, Halloween Weekend	10/27/2022	Instagram	406
CSUN Shine Conference AOD	10/27/2022	Workshop	24
ATOD Outreach	10/31/2022	Outreach	48
ATOD Presentation PSY 361 Class	10/31/2022	Workshop	80
Great American Smoke-out (GASO)	11/17/2022	Outreach	52
ATOD Presentation PSY Class	12/7/2022	Workshop	220
U100 Classes – Klotz Orientation includes Aware Awake Alive	2022	Presentation	Approx. 1,000
National Impaired Driving Prevention Month	12/20/2022	Instagram	377
eCHECKUP To Go - Alcohol	2022	Online, self-paced	528
eCHECKUP To Go - Cannabis	2022	Online, self-paced	366

For the spring calendar year in 2023, CSUN's Klotz Student Health Center continues to provide virtual campus-wide education and training on alcohol awareness, RADD, and Aware Awake Alive, in collaboration with campus partners, such as the Department of Police Services. The following educational events were provided:

### Klotz Student Health Center Drug and Alcohol Educational Programming during the 2023 year

Event Name	Date	Type/Contact	# Student
Developed naloxone training for SB367 implementation	1/1/2023	Online and in-person trainings	TBD
Off-Campus Collaboration - Fresno State, ATOD Committee & Program	3/6/2023	Meeting	1
NARCAN Question/Answer	3/9/2023	Instagram	1,309
Alpha Phi Sorority Meeting - Alcohol Presentation	4/10/2023	Workshop	80
ATOD Presentation HSCI 331 Class	4/12/2023	Workshop	20

### Sexual Violence Prevention

The California State University (CSU) promotes a safe living, learning, and working environment through systemwide policies and through a variety of campus educational programs provided to students, faculty, and staff. The CSU prohibits dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, and stalking, and provides programs to prevent, educate, and promote awareness of these topics, in accordance with the CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation (“Nondiscrimination Policy”). These prohibited behaviors are also crimes as defined by 34 C.F.R. §668.46, and California criminal definitions.

The CSU provides comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to stop dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, and stalking before they occur through the promotion of behaviors that foster healthy relationships, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

The CSU’s prevention programs and initiatives are sustained over time and focus on increasing awareness and understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, and stalking, using a range of strategies with audiences throughout the CSU community. This includes both community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, reduce perpetration, promote safety and a culture of respect.

Campus programs must include primary prevention and awareness training: (1) for all new Students<sup>10</sup>; and new Employees; (2) refresher programs at least annually for all Students; (3) twice a year for all Students who serve as advisors in residence halls; (4) annually for all Student members of fraternities and sororities; (5) annually for all Student athletes and coaches; and (6) annually for all Employees consistent with their role in responding to and reporting incidents. Ongoing

---

<sup>10</sup> This includes incoming transfer, graduate, online, and extended education Students. The programs should occur no later than the first few weeks of the semester.

prevention and awareness campaigns for all Students and Employees will also be conducted. The CSU system will provide online training for all Employees and each campus will provide online training for all Students. All training must be consistent with the applicable CSU policy and state and federal regulations.

Each campus must assess which student organizations participate in activities that may place Students at risk and ensure that they receive annual supplemental training focused on situations the group's members may encounter.

To ensure that all Students receive the necessary information and training enumerated above on dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, and stalking, campuses should impose consequences such as registration holds on those Students who do not participate in and complete such mandatory training.

### Training for Employees

Training will be mandatory for all employees within six months of their initial hiring, and on an annual basis thereafter. Such training will include, but not be limited to: what constitutes discrimination, harassment, retaliation, sexual misconduct/sexual assault, dating and domestic violence, sexual exploitation and stalking under applicable law; the rights and responsibilities of each Employee relating to discrimination, harassment, retaliation, sexual misconduct/sexual assault, dating and domestic violence, sexual exploitation and stalking including the duty to report and exceptions; the protection against retaliation for Employees who report discrimination, harassment, retaliation, sexual misconduct, dating and domestic violence, sexual exploitation and stalking; the procedures provided under the CSU Nondiscrimination Policy for filing, investigating and resolving a complaint; and the option and method for filing complaints with external government agencies such as the Department of Fair Employment and Housing (DFEH) and the Equal Employment Opportunity Commission (EEOC).

Under Cal. Govt. Code § 12950.1, each campus shall provide supervisory Employees at least two hours of interactive sexual harassment training within six months of the Employee's assignment to a supervisory position and every two years thereafter. Each campus shall maintain documentation of the delivery and completion of these trainings. For detailed guidance regarding the definition of "supervisor" and the implementation of this training, campuses shall consult Coded Memoranda HR 2005-35 and other applicable policies.

### Prevention and Awareness Programming

California State University campuses provide primary prevention programs to all incoming students and new employees. California State University campuses provide ongoing prevention programs to all students and employees during their time at the institution. To comply with CSU Policy and 34 C.F.R. §668.46., campus-specific programs to prevent dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, and stalking will include:

1. A statement that the CSU prohibits dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, and stalking as defined under CSU policy and 34 C.F.R. §668.46.
2. The definitions of "dating violence," "domestic violence," "sexual assault," and "stalking" in the applicable jurisdiction, California (California Penal Code) and the definitions under CSU policy (to also include the CSU policy definition of "sexual exploitation").

3. The definition of "consent," in reference to sexual activity, in the applicable jurisdiction, California (California Penal Code), and the definition of "affirmative consent" under CSU policy.
4. Common facts and myths about the causes of sexual misconduct/sexual assault.
5. A description of safe and positive options for bystander intervention, as exemplified below.
6. Information on risk reduction, exemplified below.
7. Information regarding campus, criminal, and civil consequences of engaging in acts of sexual misconduct/sexual assault, sexual exploitation, dating and domestic violence, and stalking.
8. Information about reporting, adjudication, and disciplinary procedures as required by 34 C.F.R. §668.46 and as described in the procedures under the CSU Nondiscrimination Policy.

### Information About Campus Reporting, Adjudication, and Discipline Procedures

Campus training programs will reference the procedures outlined in the CSU Nondiscrimination Policy that victims/survivors may follow if an incident of dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, or stalking has occurred. Training programs will also reference information about preserving evidence, reporting to the appropriate authorities, confidentiality options, available protective and supportive measures.

Campuses apply the relevant CSU policy and procedures when responding to all reports of dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, or stalking. Campuses shall establish processes to provide a print and/or digital copy of the "Rights and Options for Victims" as outlined in the CSU Nondiscrimination Policy to any community member who reports experiencing such harm, regardless of whether the incident occurred on or off campus.

Campus training programs regarding the procedures for reporting and addressing reports of dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, and stalking will include the following:

- A statement explaining that the campus' primary concern is the safety of members of the campus community; that the use of alcohol or drugs never makes the victim/survivor at fault for sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking; that Students who experience or witness sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking should not be deterred from reporting incidents out of a concern that they might be disciplined for related violations of drug, alcohol, or other CSU policies; and that Students who experience or witness sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking shall not be subject to discipline for related violations of conduct policies at or near the time of the misconduct unless the violation is egregious (including actions that place the health or safety of any other person at risk or involves plagiarism, cheating, or academic dishonesty.)
- A statement that "CSU policy prohibits retaliation against a person who: reports sex discrimination, sexual harassment, sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking; assists someone with a report of such conduct; or participates in any manner in a related investigation or resolution.
  - Retaliation means that a substantial motivating reason for an Adverse Action taken against a person was because the person has or is believed to have:



- Exercised their rights under this policy,
- Reported or opposed conduct which was reasonably and in good faith believed to be in violation of this policy,
- Assisted or participated in an investigation/proceeding under this policy, regardless of whether the Complaint was substantiated,
- Assisted someone in reporting or opposing a violation of this policy or assisted someone in reporting or opposing Retaliation under this policy.
- Adverse Action means an action engaged in by the Respondent that has a substantial and material adverse effect on the Complainant's ability to participate in a university program, activity, or employment. Minor or trivial actions or conduct not reasonably likely to do more than anger or upset a Complainant does not constitute an Adverse Action.
- Retaliation may occur whether or not there is a power or authority differential between the individuals involved.
- What someone should do if they have experienced or witnessed sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking.
- Individuals to whom incidents may be reported along with information regarding what degree of confidentiality may be maintained by those individuals.
- The availability of, and contact information for, campus and community resources for victims/survivors of sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking.
- A description of campus and systemwide policies and disciplinary procedures available for addressing alleged violations and the consequences of violating these policies, including the fact that such proceedings shall:
  - Provide a prompt, fair, and impartial investigation and resolution; and,
  - Be conducted by officials who receive annual training on issues related to sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking and how to conduct an investigation and hearing process that protects the safety of victims/survivors and promotes accountability.
- The fact that the Complainant and the Respondent will be afforded the same opportunities to have others present during a disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the Advisor of their choice.
- The fact that both the Complainant and the Respondent shall be simultaneously informed in writing of:
  - The outcome of any disciplinary proceedings that arises from an allegation of a sex discrimination, sexual harassment, sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking.
  - The CSU's procedures for the Complainant or Respondent to appeal the results of the disciplinary proceeding.
  - Any change to the disciplinary results that occurs prior to the time such results become final.
  - When disciplinary results become final.
- Possible sanctions or remedies the campus may impose following the final determination of a campus disciplinary procedure regarding sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking.

- How the campus will protect the confidentiality of Complainants, including how publicly available recordkeeping (e.g., campus Clery reports) will be accomplished without the inclusion of identifying information about the Complainant to the extent permissible by law.
- That all students and employees must receive written notification about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims/survivors, both on campus and in the community.<sup>11</sup>
- That all students and employees who report being a victim/survivor of sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking must receive written notification of available assistance in, and how to request changing academic, living, transportation, and working situations, if requested and if such accommodations are reasonably available, regardless of whether the victim/survivor chooses to report the incident to campus police or local law enforcement.
- Procedures victims/survivors are recommended to follow if sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking has occurred, as well as the fact that the following written information must be provided to victims:
  - The importance of preserving evidence following an incident of sexual misconduct/sexual assault, sexual exploitation, dating or domestic violence, or stalking, which may also be used to obtain a temporary restraining or other protective order.
  - The name and contact information of the campus Employee(s) to whom the alleged incident should be reported.
  - Reporting to law enforcement and campus authorities, including the option to: (a) notify law enforcement authorities, including on-campus and local police; (b) be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses; and, (c) decline to notify such authorities.
  - Where applicable, the rights of victims/survivors and the campus' responsibilities regarding orders of protection, no contact directives, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

## Risk Reduction

The CSU provides community members with information and strategies for risk reduction designed to decrease perpetration, promote bystander intervention and healthy relationships, empower marginalized voices, and support victims/survivors. Information and strategies for risk reduction help promote safety and help individuals and communities address conditions that facilitate violence.

### *Sexual Misconduct/Sexual Assault*

The CSU is committed to maintaining a safe campus for all members of the CSU community. Risk reduction strategies are focused on creating a culture of respect, reducing the risk for perpetration and for victimization. It is important to emphasize that only those who engage in sexual

---

<sup>11</sup> California State University Northridge complies with this requirement by providing this information to the campus community in writing each year through CSULearn assignment.

misconduct/sexual assault, dating violence, domestic violence, sexual exploitation, and stalking are responsible for those actions. With this in mind, the following tips provide some possible strategies to help promote a caring community and mitigate personal risk.

- Communication is key to healthy relationships and healthy sexual interactions. Obtain Affirmative Consent from your partner for all sexual activity.
  - Affirmative Consent means an informed, affirmative, conscious, voluntary, and mutual agreement to engage in sexual activity.
  - Engaging in any sexual activity without first obtaining Affirmative Consent to the specific activity is Sexual Misconduct, whether or not the conduct violates any civil or criminal law.
  - Affirmative Consent can be withdrawn or revoked at any time.
  - Affirmative Consent to sexual activity in the past does not mean consent in future – there must be voluntary consent for all sexual activity.
  - Lack of protest, resistance, or mere silence does not equal Affirmative Consent.
  - Sexual activity between a minor (a person younger than 18 years old) and a person who is at least 18 and two years older than the minor always constitutes Sexual Misconduct, even if there is Affirmative Consent to all sexual activity.
- Do not engage in sexual activity with someone who is incapacitated.
  - A person who is incapacitated by alcohol or drugs cannot give Affirmative Consent.
  - A person who is unconscious or asleep cannot give Affirmative Consent.
  - A person’s own intoxication or incapacitation does not diminish their responsibility to obtain Affirmative Consent from any person with whom they engage in sexual activity.
- Signs that someone does not respect the importance of consent:
  - They pressure or guilt you into doing things you may not want to do.
  - They suggest you “owe” them something (including sexual acts) because you’re dating or because they have done or claim to have done something for you.
  - They react negatively with sadness, anger, or resentment if you don’t consent to something or don’t do so immediately

[Source: [Love Is Respect](#)]

### *Dating/Domestic Violence*

Common signs of abusive behavior in a relationship

According to the National Domestic Violence Hotline, one feature shared by most abusive relationships is that an abusive partner tries to establish or gain power and control through many different methods, at different moments. Even one or two of the following behaviors is a red flag that a partner may be abusive.

- Showing extreme jealousy of friends or time spent away from a partner.
- Preventing or discouraging one’s partner from spending time with friends, family members, or peers.
- Insulting, demeaning, or shaming a partner, especially in front of other people.
- Preventing one’s partner from making their own decisions about working or attending school.

- Controlling finances in the household without discussion, including taking a partner's money or refusing to provide money for necessary expenses.
- Pressuring one's partner to have sex or perform sexual acts they are not comfortable with.
- Pressuring a partner to use drugs or alcohol.
- Threatening to harm or take away a partner's children or pets.
- Intimidating one's partner with weapons
- Destroying a partner's belongings or home

If you notice warning signs in your relationship or that of someone you care about, remember there are support resources available on your campus, including individuals with whom you can speak confidentially and who can assist you with making a safety plan. A good starting place for a list of resources is your campus Title IX webpage. You can also contact the National Domestic Violence Hotline at 1.800.799.SAFE (7233), which is free and confidential.

[Source: National Domestic Violence Hotline]

- Abusive behaviors can be difficult to recognize in a relationship, even if you are the one engaging in them. In addition to some of the common signs of abusive behavior outlined above, ask yourself if your partner:
  - o Seems nervous around you,
  - o Seems afraid of you,
  - o Flinches, cringes, or retreats when you are emotional,
  - o Seems scared, or unable to contradict you or speak up around you, and/or
  - o Restricts their own interactions with friends, family, coworkers, or others in order to avoid upsetting you

If you recognize the behaviors above in yourself, or in how your partner reacts, these could be signs that you are hurting them. This can be a difficult realization to come to but it's vital that you do so if you want to change and stop harming your partner. By acknowledging that your actions are harmful and taking responsibility for them, you can continue to progress on the path toward correcting them.

You could consider contacting the psychological counseling center on your campus to speak with a counselor confidentially, or you could contact the National Domestic Violence Hotline at 1.800.799.SAFE (7233), which is free and confidential.

[Source: [National Domestic Violence Hotline](#)]

Abusive behaviors can be difficult to recognize in a relationship, even if you are the one engaging in them. In addition to some of the common signs of abusive behavior outlined above, ask yourself if your partner:

- Seems nervous around you,
- Seems afraid of you,
- Flinches, cringes, or retreats when you are emotional,
- Seems scared, or unable to contradict you or speak up around you, and/or
- Restricts their own interactions with friends, family, coworkers, or others in order to avoid upsetting you

If you recognize the behaviors above in yourself, or in how your partner reacts, these could be signs that you are hurting them. This can be a difficult realization to come to but it's vital that you do so if you want to change and stop harming your partner. By acknowledging that your actions are harmful and taking responsibility for them, you can continue to progress on the path toward correcting them.

You could consider contacting the psychological counseling center on your campus to speak with a counselor confidentially, or you could contact the National Domestic Violence Hotline at 1.800.799.SAFE (7233), which is free and confidential.

[Source: National Domestic Violence Hotline]

### *Stalking*

#### Respecting boundaries

If someone tells you that they do not want you to contact them or do something like visit their home or send them gifts, or if they have stopped interacting with you, respect their choice. Everyone has the right to set boundaries.

#### Recognizing stalking behaviors

A person who engages in stalking may:

- Repeatedly call or send other unwanted communication such as text messages, emails, social media messages, letters, etc.
- Follow the person and seem to "show up" wherever they are.
- Send unwanted gifts.
- Damage home, car, or other property.
- Monitor phone calls or computer use.
- Drive or linger near the home, school, or work of the person they are stalking.
- Use other people to try and communicate with the person they are stalking, like children, family, or friends.

[Source: [Victim Connect Resource Center](#)]

Below are some tips from the Stalking Prevention Awareness and Resource Center (SPARC) regarding steps one can take if they are experiencing stalking

- Trust your instincts – if you/someone feels they are in immediate danger or fear a threat of harm, call 911
- Keep a record or log of each contact with the stalker
- Save evidence when possible, such as emails, text messages, postings on social media, etc.

Know that there are support resources available on each CSU campus, including individuals with whom individuals can speak confidentially and who can assist in making a safety plan and/or seeking a protective order. A good starting place for a list of resources is your campus Title IX webpage.

#### Bystander Intervention

The California State University and the campuses provide training on safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual misconduct/sexual assault, sexual exploitation, or

stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. Information about bystander intervention is included in a variety of prevention, outreach, and awareness programs across the CSU.

This training encourages employees and students to:

- Notice the Event
- Interpret the Event as a Problem
- Assume Personal Responsibility
- Learn How to Help
- And Step Up by utilizing the “4 Ds” – Direct, Distract, Delegate, and Delay
  - Direct – Directly addressing the situation.
  - Distract – Making a simple (or elaborate) distraction to diffuse the situation.
  - Delegate – Finding someone else to address the concern.
  - Delay – Checking in with the person after to see if you can do anything to support them.

#### CSU Policy Definitions

Definitions of conduct that is prohibited under CSU policy are found in Article VII of the CSU Nondiscrimination Policy. These definitions are applicable in relation to the University’s administrative processes and may differ from the criminal law definitions (California) found in Appendix A.

#### Written Notification

The title IX Coordinator will provide Complainants alleging Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence or Stalking, with the information in Attachment D to the CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation - Rights and Options for Victims of Sexual Misconduct/Sexual Assault, Sexual Exploitation, Dating and Domestic Violence, And Stalking. This same information is provided in writing to all students and employees within the CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation, and as part of annually assigned training.

This written notice (annually to all students and employees, and specifically to complaints as outlined above) includes the information below, including:

- Supportive measures
- Rights and options available throughout the reporting process and/or the duration of any formal or informal complaint resolution process, including campus and criminal reporting options, available advocates, preserving evidence, medical Care and treatment, and protective orders.
- Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available

You have the right to be offered and receive reasonably available support services and supportive measures, available both on and off campus. You do not have to file a formal complaint or a criminal

complaint in order to receive support services and/or supportive measures. Supportive services and supportive measures include, but are not limited to, counseling, victim/survivor advocates, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The Title IX Coordinator, University Police Department and victim/survivor advocate on your campus can provide some of these services directly and/or provide you with information about and a referral to these and additional resources on and off campus for support. campus and local area.

### Supportive Measures

Supportive Measures are individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or Respondent regardless of whether a Formal Complaint is filed. Supportive Measures are designed to restore or preserve equal access to CSU education programs or activities, or the workplace without unreasonably burdening the other Party, including to protect the safety of all Parties or the educational or work environment. Supportive Measures may include counseling, extensions of deadlines or other course or work-related adjustments, modifications of work or class schedules, campus escorts, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The Title IX Coordinator/DHR Coordinator is responsible for coordinating the effective implementation of Supportive Measures. Supportive Measures will remain confidential except when it is not possible to maintain confidentiality in order to provide the Supportive Measures.

The following is a list of on-campus and off-campus resources that offer a variety of services in the areas of victim advocacy, counseling, health, mental health, legal assistance, visa and immigration assistance, student financial aid and other areas. Campus advocates can help provide information about and referral to any of these resources if requested. These resources are available to victims/survivors whether or not they choose to make a criminal or administrative report.

#### Confidential Resources On-Campus

<i>Resource Name</i>	<i>Type of Services</i>	<i>Contact Information</i>
Campus Care Advocates	Confidential Mental Health/Support Services for Victims of Sexual Violence – Staff, Students, and Faculty	Phone: 818-677-7492 Website: <a href="https://www.csun.edu/eisner-education/strength-united/care-advocate">https://www.csun.edu/eisner-education/strength-united/care-advocate</a>
University Counseling Services	Counseling and Mental Health Support Services for Active Students	Phone: (818) 677-2366 Website: <a href="https://www.csun.edu/counseling">https://www.csun.edu/counseling</a>
Klotz Student Health Center	Klotz Student Health Center Provides many clinical services and health needs at little to no cost for active CSUN students.	Phone: 818-677-3666 Website: <a href="https://www.csun.edu/shc">https://www.csun.edu/shc</a>
Student legal services on campus	Partnership with Southwestern Law School – Community Lawyering Clinic	Phone: (213) 738-6608 Website: <a href="https://www.swlaw.edu/curriculum">https://www.swlaw.edu/curriculum</a>

	Student Employees can also access the Employee Assistance Program, detailed below.	/courses/community-lawyering-clinic
Employee assistance program	Employee Assistance Program	Phone: 1-800-367-7474 Website: <a href="http://www.mylifematters.com">www.mylifematters.com</a>

### Non-Confidential Resources On-Campus

<i>Resource Name</i>	<i>Type of Services</i>	<i>Contact Information</i>
The Office of Equity and Compliance	Reporting entity for all matters related to Title IX and Discrimination, Harassment, and Retaliation for all members of the CSUN community	Name: Barrett Morris, Assistant Vice President Phone: 818-677-2077 Email: <a href="mailto:equityanddiversity@csun.edu">equityanddiversity@csun.edu</a> Website: <a href="https://www.csun.edu/eqd">https://www.csun.edu/eqd</a>
Student Affairs	Reporting entity for student misconduct, academic dishonesty, and student support needs for all members of the CSUN Community	Name: Dr. Zeina Otaky-Ramirez, Assistant Dean of Students and Director of Student Conduct and Ethical Development Phone: (818) 677-5597 Email: <a href="mailto:zeina.ramirez@csun.edu">zeina.ramirez@csun.edu</a> Website: <a href="https://www.csun.edu/studentaffairs/">https://www.csun.edu/studentaffairs/</a>
Financial Aid and Scholarship Department	Supporting Student Financial Aid Needs	Phone: 1-818-677-4085 Email: <a href="mailto:financial.aid@csun.edu">financial.aid@csun.edu</a> Website: <a href="https://www.csun.edu/financialaid">https://www.csun.edu/financialaid</a>
CSUN International and Exchange Student Center	Supporting International Students Studying at CSUN and CSUN students seeking international travel opportunities	Name: International and Exchange Student Center, Director Dr. Marta Lopez Phone: (818) 677-4142 Email: <a href="mailto:marta.lopez@csun.edu">marta.lopez@csun.edu</a> Website: <a href="https://www.csun.edu/international">https://www.csun.edu/international</a>
The Dream Center	The DREAM Center of the University Student Union at CSUN is a welcoming resource center that provides resources and services to undocumented students, mixed status families, staff, faculty, allies and future undocumented students while fostering a more inclusive	Name: The Dream Center Phone: (818) 677-7069 Email: <a href="mailto:dreamcenter@csun.edu">dreamcenter@csun.edu</a> Website: <a href="https://www.csun.edu/dreamcenter">https://www.csun.edu/dreamcenter</a>



	campus community.	
Other Campus Resources and Websites	<ul style="list-style-type: none"> <li>• The Disability Resource and Education Services (DRES) Office (for students seeking accommodations in the classroom and accessing campus facilities): <a href="https://www.csun.edu/dres/saas-information">https://www.csun.edu/dres/saas-information</a></li> <li>• The Pride Center (for LGBTQIA+ Students, Faculty, and Staff): <a href="https://www.csun.edu/pride">https://www.csun.edu/pride</a></li> <li>• Office for Veteran Affairs: <a href="https://www.csun.edu/vrc">https://www.csun.edu/vrc</a></li> <li>• CSUN Heart (Student Basic Needs Program): <a href="https://www.csun.edu/heart">https://www.csun.edu/heart</a></li> <li>• CSUN Deaf and Hard of Hearing Services: <a href="https://www.csun.edu/ncod">https://www.csun.edu/ncod</a></li> <li>• Students with Children Center: <a href="https://www.csun.edu/as/chil-drens-center">https://www.csun.edu/as/chil-drens-center</a></li> </ul>	

### Law Enforcement Resources

<i>Resource Name</i>	<i>Type of Services</i>	<i>Contact Information</i>
CSUN Department of Police Services	The Department of Police Services is a full-service, accredited law enforcement agency that provides police and emergency services to the university community and is open 24 hours a day/seven days a week. The department is located at the corner of Darby and Prairie Streets, just west of the B3 parking structure	Emergency Line: 911 Non-Emergency Line (24 hours): 818-677-2111 We Tip Hotline: 818-677-TIPS (8477) Website: <a href="https://www.csun.edu/police">https://www.csun.edu/police</a>
Los Angeles Police Department – Devonshire Community Police Station	Los Angeles Police Department Division Serving the Northridge area	Located at: 10250 Etiwanda Avenue Northridge, CA 91325  818-832-0633 Voice

		818-832-0665 TDD/TTY  Website: <a href="https://www.lapdonline.org/lapd-contact/valley-bureau/devonshire-community-police-station/">https://www.lapdonline.org/lapd-contact/valley-bureau/devonshire-community-police-station/</a>
Los Angeles County Sherriff's Department – Station at Northridge	Los Angeles County Sherriff's Department serving the Los Angeles County	Phone: 213-229-1700 Website: <a href="https://lasd.org/">https://lasd.org/</a>

**Community, National, Global Resources**

<i>Resource Name</i>	<i>Type of Services/Provider Information</i>	<i>Services Provided</i>
Local Rape/Sexual Assault Resources	<ul style="list-style-type: none"> <li>• <b>Strength United</b> (formerly Valley Trauma Center) San Fernando Valley: (818) 886-0453 (V/TTY) Santa Clarita: (661) 253-0258 Hotline &amp; Services: <a href="http://www.strengthunited.org">www.strengthunited.org</a></li> <li>• <b>Santa Monica Rape Treatment Center</b> (310) 319-4000</li> </ul>	Resources locally for the CSUN community to report and process rape, sexual assault, and sexual trauma
Local Domestic Violence Shelters	<ul style="list-style-type: none"> <li>• <b>Valley Oasis Family Violence Shelter</b> (Lancaster): (661) 945-6736</li> <li>• <b>Haven Hills</b> (Canoga Park): (818) 887-7481</li> <li>• <b>Tamar House Family Violence Project</b> (Van Nuys): (818) 908-5007</li> <li>• <b>Good Shepherd Shelter</b> (Central/West Los Angeles): (323) 737-6111</li> <li>• <b>Peace Over Violence - Rape &amp; Battery Hotline</b>  (626) 793-3385 (310) 392-8381 (213) 626-3393</li> </ul>	Local domestic violence shelters for women, children, and families seeking temporary refuge and support.

Local Resources for Stalking	<ul style="list-style-type: none"> <li>• CSUN DPS: 818-677-2111</li> <li>• CSUN Campus Care Advocates: 818-677-7492</li> </ul>	Local resources to report Stalking
Los Cost/No Cost Legal Resources	<ul style="list-style-type: none"> <li>• Partnership with Southwestern Law School – <b>Community Lawyering Clinic</b> (213) 738-6608</li> <li>• <b>American Civil Liberties Union (ACLU) of SoCal</b>: 213-966-5932</li> <li>• <b>Los Angeles Center for Law and Justice</b>: Los Angeles Center for Law and Justice – Securing Justice for Survivors (laclj.org)</li> <li>• <b>Legal Aid Foundation of Los Angeles</b> (“LAFLA”) 800-399-3500 <a href="https://lafla.org/">https://lafla.org/</a></li> </ul>	Local legal resources at low cost/no cost rates for all members of the CSUN community
Los Angeles Human Trafficking Task Force	<ul style="list-style-type: none"> <li>• More information about sexual exploitation of minors: <a href="https://lacounty.gov/residents/public-safety/human-trafficking/">https://lacounty.gov/residents/public-safety/human-trafficking/</a></li> <li>• LA County Human Trafficking and Sexual Exploitation Response Resources: <a href="https://da.lacounty.gov/operations/human-trafficking">https://da.lacounty.gov/operations/human-trafficking</a></li> </ul>	Informational websites and contact points to report the Commercial Sexual Exploitation of Children and to report concerns of Human Trafficking (Labor and Sex)
Office of Civil Rights Department of Education	Email: <a href="mailto:OCR@ed.gov">OCR@ed.gov</a> Phone: 202-453-6012	Federal Investigatory Entity to Contact to file Complaints of Civil Rights violations in Higher Education
RAINN (Rape, Abuse, and Incest National Network)	National network supporting victims/survivors of sexual assault and abuse. 24/7 free and confidential hotline and chat services.	1-800-656-4673 <a href="https://www.rainn.org/">https://www.rainn.org/</a>
U.S. Department of State – Office of Overseas Citizens Services	Assist victims/survivors who are overseas with local and/or US-based resources for victims of crime, including local legal representation.	From the US or Canada: 1-(888)-407-4747  From overseas: +1-(202)-501-4444  <a href="https://travel.state.gov/content/passports/en/emergencies.html">https://travel.state.gov/content/passports/en/emergencies.html</a>

Regardless of whether a victim/survivor decides to maintain confidentiality, these individuals will still assist victims/survivors in receiving other necessary protection and support, such as victim advocacy, medical, mental health services, and/or legal services. However, these individuals may have limited ability to assist a victim/survivor with university academic support or accommodations, or changes to university-based living or working schedules, as such accommodations likely require the involvement of other University officials.

Barrett Morris, Assistant Vice President of Equity and Compliance, serves as the primary contact for Title IX-related training, training on sexual misconduct, including accommodations and can be reached at (818) 677- 2077 / email: equityanddiversity@csun.edu.

## Reporting Options

### Reporting to University Administration

Complaints of discrimination, harassment, sexual misconduct and sexual assault, dating and domestic violence, sexual exploitation, and stalking may be addressed through the University administrative process<sup>12</sup>. A complainant or reporting party can report an incident to the University by contacting the Title IX Coordinator on their campus. A complainant has the right to have a support person present with them while making a complaint.

The University will protect the privacy of everyone involved in a report to the greatest degree possible under applicable law and University policy. Personally identifiable information about the involved parties will be shared only on a need-to-know basis, e.g., to those who are investigating/adjudicating the report or those involved in providing support services. By only sharing personally identifiable information with individuals on a need-to-know basis, the University will maintain as confidential any supportive measures and remedies provided to the parties, to the extent that maintaining such confidentiality would not impair the ability of the University to provide supportive measures and remedies.

The CSU does not publish the name of victims/survivors or other identifiable information regarding victims/survivors in the Daily Crime Log or in the crime statistics that are disclosed in the *Annual Security and Fire Safety Report*. Furthermore, if a Timely Warning is issued on the basis of a report of sexual assault, dating violence, domestic violence, sexual exploitation, or stalking, the name of and other personally identifiable information about the victim/survivor will be withheld.

### The importance of preserving evidence

Victims/survivors are encouraged to preserve all physical evidence, including but not limited to: clothing worn during the assault, bed sheets, and/or photos of any injuries. This evidence may be helpful in proving that a crime occurred, in the event the victim/survivor chooses to report now or in the future. It may also be helpful in obtaining a court-ordered protective or restraining order. If a victim/survivor does not have any evidence preserved, they still have an option to report the crime and request a medical evidentiary examination.

Victims/survivors of sexual misconduct, sexual assault, sexual exploitation, stalking, dating violence and domestic violence are also encouraged to preserve evidence by saving text messages, instant messages, social networking pages, other communications, pictures, logs or other copies of

---

<sup>12</sup> See page 48 – CSUN Disciplinary Procedures

documents that may be useful to University investigators or police should the victim/survivor decide to report now or in the future.

### Reporting to law enforcement and making a criminal report

Some forms of misconduct prohibited under the Nondiscrimination Policy may also be prohibited by law. You have a right to be informed of law enforcement options and information regarding the availability of a criminal or civil prosecution for victims of crime.

It is a victim's/survivor's choice to report a crime. You have the right to report or decline to report an incident to law enforcement. You have the right to not be forced, coerced, or pressured into reporting to law enforcement.

A victim/survivor may report an incident to law enforcement at any time. In the event of an emergency where immediate assistance is required, a victim/survivor should dial 9-1-1 to be connected with the nearest police department. If there is no emergency, victims/survivors can file a police report at any time in the jurisdiction where the assault occurred. A confidential victim advocate can assist the victim/survivor in filing the report if requested.

Victims/survivors of crimes such as sexual assault, sexual exploitation, stalking, dating violence, domestic violence, abuse, threats of abuse and/or serious harassment all have a right to petition the court in the appropriate jurisdiction for a protective order (also referred to as a restraining order).

Your Campus Advocate, University Police Department and Title IX Coordinator are all able to provide you with more information about pursuing criminal prosecution, civil prosecution and/or protective orders.

A victim/survivor of specific offenses [enumerated in California Government Code section 7923.615 (b)(1)] has the right to request to be listed as a confidential victim in a law enforcement agency's report. Being listed as a confidential victim in a law enforcement agency's report prevents the law enforcement agency from disclosing the confidential victim's name and address as a matter of public record. However, the confidential victim's information can be released to the prosecutor, parole officers of the Department of Corrections and Rehabilitation, hearing officers of the parole authority, probation officers of county probation departments, or other persons or public agencies where authorized or required by law. Please see California Penal Code section 293 for more information.

### Protective Orders

#### Civil reporting options & protective orders

A victim/survivor may choose to file a civil lawsuit against the alleged offender, whether or not criminal charges have been filed. A civil lawsuit provides an opportunity to recover actual money damages, which may include compensation for medical expenses, lost wages, pain, suffering and emotional distress. An Advocate can assist a victim/survivor with identifying the necessary steps and processes for filing a lawsuit if requested.

#### Court-Ordered Restraining Orders

A victim/survivor may choose to obtain a restraining order (such as a domestic violence restraining order or a civil harassment restraining order). Restraining orders must be obtained from a court in the jurisdiction where the incident occurred. Restraining orders can help protect a victim/survivor who has experienced or is reasonably in fear of physical violence, sexual violence, domestic violence, dating violence and stalking.

### Emergency Protective Order (EPO)

An Emergency Protective Order (EPO) is a type of restraining order that only law enforcement can ask for by calling a judge. Typically, this is done by an officer responding to the scene of a domestic violence incident. Judges are available to issue EPOs 24 hours a day. The EPO takes effect immediately and can last up to seven calendar days. The judge can order the alleged abuser to leave the domicile and stay away from the victim and their children for up to a week. This provides the victim with time to go to court to request a temporary restraining order.

### Temporary Domestic Violence Restraining Order (TRO)

A TRO is a type of protective order. In order to obtain one, the victim/survivor must fill out paperwork explaining the facts and why a protective order is needed. If a judge agrees that protection is needed, the judge will issue a temporary restraining order. Temporary restraining orders usually last until the court hearing date, typically 20 to 25 days after the petition is filed.

### Criminal Protective Order (CPO)

When there is a claim that a domestic violence incident occurred, a criminal charge (or charges) may be filed by a prosecutor (such as the City Attorney or District Attorney) against the person who allegedly committed the criminal act. The prosecutor commonly asks a judge to issue a Criminal Protective Order while the criminal case proceeds. A CPO typically requires the defendant (the person who allegedly committed the criminal act) to stay away from and not to hurt, threaten, or communicate with the victim/accuser. If the defendant is convicted of or pleads guilty to the criminal charge(s), the CPO may last for up to ten years after the case is over.

### Civil Harassment Restraining Order

This type of court order is available to individuals who have been harassed by any of the following: a neighbor, roommate (as long as no dating/romantic relationship existed or exists), friend, family member more than two degrees removed (e.g., an aunt/uncle, niece/nephew, cousin, or more distant relative), stranger, or another person not closely related to the victim of the harassment.

An individual who has been civilly harassed by a current or former spouse/partner, or someone with whom a dating/romantic relationship existed, or a close relative (parent, child, brother, sister, grandmother, grandfather, in-law) may qualify for a domestic violence restraining order but would not qualify for a civil harassment restraining order.

### The CSU, Restraining Orders and Protective Orders

The CSU complies with California law in recognizing restraining orders and protective orders. If you obtain a restraining order a copy should be provided to your campus Police Department. In order to comply with the restraining order, Title IX Coordinators, DHR Administrators, Advocates and/or the University Police Department on your campus may assist with setting up escorts, establishing special parking arrangements, changing classroom or employment locations, or additional measures as needed. Victim/Survivor Advocates on your campus can offer assistance with obtaining a restraining order.

### Disciplinary Procedures

Disciplinary procedures for sexual misconduct/sexual assault, sexual exploitation, dating and domestic violence, and stalking will provide a prompt, fair, and impartial process and resolution, outlined in the following excerpts from the [CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation \("the Policy"\)](#). As required by law, the excerpts in this Annual Security Report capture

the steps, decisionmakers, and anticipated timelines for both formal and informal resolution processes, as applicable. For details beyond the steps, decisionmakers, and anticipated timelines, please see the policy.

The campus Title IX Coordinator is the designated administrator to receive reports of Sex Discrimination, Sexual Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and associated Retaliation.

## **CSUN**

Barrett Morris, Assistant Vice President of Equity and Compliance, serves as the primary contact for Title IX-related training, including training on sexual misconduct, and can be reached at (818) 677-2077 / email: [equityanddiversity@csun.edu](mailto:equityanddiversity@csun.edu).

California State University, Northridge has designated the Assistant Vice President of Equity and Compliance as its campus Title IX Coordinator to monitor and oversee issues of sexual misconduct and gender-based discrimination and harassment. The Title IX Coordinator is available to explain and discuss:

- The right to file a criminal complaint;
- The University's administrative complaint and investigation process;
- How confidentiality is handled; available resources, both on and off campus; and other related matters.

*For emergencies, call the police immediately by dialing 9-1-1.*

### **The Office of Equity and Compliance**

18111 Nordhoff Street, Northridge, CA 91330-8208

Valera Hall, Room 285

Phone: (818) 677-2077

Hours: 8:00 a.m. to 5:00 p.m., Monday through Friday

<http://www.csun.edu/eqd>

### **CSUN Assistant Vice President, Equity and Compliance**

Barrett Morris

[barrett.morris@csun.edu](mailto:barrett.morris@csun.edu)

Phone: (818) 677-2077

### **CSUN Director, Equity and Compliance**

Alex Lohman

[alex.lohman@csun.edu](mailto:alex.lohman@csun.edu)

Phone: (818) 677-2077

### **Campus Care Advocates:**

Alexis Mendez

18111 Nordhoff Street, Northridge, CA 91330-8208

Klotz Student Health Center, Room 201

Phone: (818) 677-7492

E-Mail: [alexis.mendez@strengthunited.org](mailto:alexis.mendez@strengthunited.org)

& [hannah.slicton-Williams@strengthunited.org](mailto:hannah.slicton-Williams@strengthunited.org)

Hours: 8:00 a.m. to 5:00 p.m., Monday through Friday

### **CSUN Department of Police Services**

9222 Darby Avenue, Northridge, CA 91330 - Located on the corner of Darby Ave. & Prairie St.

Monday – Friday: 8:00 a.m. to 5:00 p.m.

Phone: (818) 677-2201

24 Hour Police Dispatch: (818) 677-2111

<https://www.csun.edu/police>

### **Los Angeles Police Department**

Devonshire Community Police Station, Sex Crimes Unit

10250 Etiwanda Avenue, Northridge, CA 91325

Phone: (818) 832-0979

### **U.S. Department of Education, Office of Civil Rights:**

(800) 421-3481 or [ocr@ed.gov](mailto:ocr@ed.gov)

If you wish to fill out a complaint form online with the OCR, you may do so at:

<http://www2.ed.gov/about/offices/list/ocr/complaintintro.html>

### **CSUN – Disciplinary Procedures**

In addition to providing in-person training, the Office of Equity and Compliance distributes to students CSUN's Title IX Notice of Non-Discrimination, Rights and Options brochures, and "Student Resources and Reporting Options for Sexual Misconduct and Relationship Abuse" pamphlets, which provide information on CSUN's Nondiscrimination Policy (available at: <https://calstate.policystat.com/policy/12891658/latest/>) and procedures regarding sexual harassment, sexual misconduct, domestic violence, dating violence, and stalking; myths and facts about sexual violence, risk reduction tips, and confidential and non-confidential resources – both on and off campus. The New Student Handbook also contains information on the University's response to incidents of sexual misconduct and includes resources for students.

CSUN uses the same procedures for responding to complaints about the conduct of students, faculty and staff. After a complaint is received by the Office of Equity & Compliance, the Title IX Coordinator or Title IX Investigator meets with the Complainant, the person filing the complaint, as soon as possible, but no later than 10 working days after the complaint was received from a reporting party. The purpose of the intake meeting is to explain the investigation procedure and timeline, the Complainant's rights during the process, discuss interim measures, if appropriate, and provide information on filing a criminal complaint. The Title IX Coordinator or Title IX Investigator will also meet with the Respondent, the person accused of allegedly violating the policy, and provide similar information on the procedure and Respondent's rights.

The Title IX Coordinator or an investigator will investigate the allegations. During the investigation, the Complainant and Respondent will have equal opportunities to present relevant witnesses and evidence. Before reaching a final conclusion on a policy violation, the investigator advises the Parties (verbally or in writing) of any evidence upon which the findings will be based and gives the Parties an opportunity to respond to the evidence. The policy provides that an investigation shall be completed no later than 100 working days after the intake interview unless an extension is needed to conduct a thorough investigation. An extension shall be granted with good cause, and notice of such an extension is provided to both parties, in writing. After the Parties review the evidence, and the investigator considers any relevant evidence provided by the Parties, the investigator will prepare an investigation report. The investigation report includes a summary of the allegations, a description



of the investigation process, and the evidence considered.

Based on the factual allegations raised by the Complainant, the matter will either be resolved through a formal hearing process, or by a determination of the evidence by the Office of Equity and Compliance. Each process is described below:

***Mandated Hearings:***

For complaints of sexual harassment, sexual misconduct, domestic violence, dating violence, and stalking that fall under Title IX, and for complainants of sexual misconduct, domestic violence, dating violence, and stalking involving students, the investigation report will be sent to a Hearing Officer for a live hearing. The parties will be informed of the date of the hearing no less than 20 working days prior to the hearing. The Parties will have an opportunity to object to the Hearing Officer due to bias or conflict of interest within 5 working days of being informed of the identity of the Hearing Officer.

During the hearing, both Parties will have an equal opportunity to offer witnesses, provide evidence, and ask questions to the other party. Within 10 working days of the hearing, the Hearing Officer will prepare a report, which will be immediately delivered to the Parties, containing a summary of the allegations, a description of the investigation process, the evidence considered, and findings, employing the preponderance of the evidence standard, on whether the policy was violated.

If there is a finding of a violation of policy, Parties and the Office of Equity and Compliance, will then have 5 working days to draft impact statements and make recommendations as to the appropriate sanction, considering both mitigating and aggravating factors. Within 5 working days of receiving the impact statements and sanctioning recommendations, the Hearing Officer will issue a sanctioning recommendation to the campus President or President's designee, which explains in writing the reason for the sanction and considers both aggravating and mitigating factors.

Within 10 business days, the campus President or the President's designee will then issue a final sanction. The outcome notice containing the sanction will also advise the Parties of their right to file an appeal. Any Party who is not satisfied with the outcome of the investigation may file an appeal with the Office of the Chancellor no later than 10 working days after the date of the notice of investigation outcome. Under the policy, the Chancellor's Office shall respond to the appealing party no later than 30 working days after receipt of the written appeal, which may be extended an additional 30 working days by the Chancellor's Office if necessary. The appeal response is final and concludes the complaint and appeal process.

Alternatively, should the Hearing Officer not find a violation of CSU policies, the Parties are advised of any collateral appellate rights regarding that decision.

***Non-hearing Matters:***

For other complaints, the investigation report contains findings, employing the preponderance of the evidence standard, on whether the policy was violated. The investigator submits the investigation report to the Title IX Coordinator for review.

Within 10 working days of the issuance of a finding of a violation of policy or no violation, through the investigation report, the Title IX Coordinator will notify the Complainant and Respondent of the investigation outcome in writing. If there is a finding of responsibility, sanctions for students are determined by Student Conduct, for faculty by Academic /Faculty Affairs and staff by Human Resources.

The outcome notice will also advise the Parties of their right to file an appeal. Any Party who is not satisfied with the outcome of the investigation may file an appeal with the Office of the Chancellor no later than 10 working days after the date of the notice of investigation outcome. Under the policy, the Chancellor's Office shall respond to the appealing party no later than 30 working days after receipt of the written appeal, which may be extended an additional 30 working days by the Chancellor's Office if necessary. The appeal response is final and concludes the complaint and appeal process.

Alternatively, should the Office of Equity and Compliance not find a violation of CSU policies, the Parties are advised of any collateral appellate rights regarding that decision.

Our primary prevention programs include definitions of Domestic Violence, Dating Violence, Sexual Assault, Stalking, and Consent as defined by the state of California. Please see the Appendix for these definitions.

---

Complaints against a Chancellor's Office employee, or a campus Title IX Coordinator/Discrimination, Harassment, and Retaliation Administrator ("DHR Administrator") will be made to the Chancellor's Office at [eo-wbappeals@calstate.edu](mailto:eo-wbappeals@calstate.edu).<sup>13</sup>

The campus will respond in a timely and appropriate manner to all Complaints and will take appropriate action to prevent continuation of and correct Policy violations.

After receiving a report, the Title IX Coordinator will assess the report and provide outreach to the possible Complainant named in the report. This outreach will include the following:

- a. A statement that the campus has received a report of Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, or Retaliation.
- b. A description of the role of the Title IX Coordinator/DHR Administrator.
- c. Information regarding counseling and other support resources.
- d. A statement regarding the importance of preserving evidence.
- e. A statement that the Complainant may, but is not required to, report to law enforcement any allegations that could constitute criminal behavior.
- f. A request for the Complainant to meet with the Title IX Coordinator/DHR Administrator, or other designated employee, to discuss the Complainant's options and next steps.
- g. A statement that the Complainant can be accompanied by an Advisor of their choice during any meeting relating to the report and any subsequent Complaint process.
- h. Information regarding potential Supportive Measures, where applicable.
- i. A brief summary of the investigation procedures.

---

<sup>13</sup> Complaints against a President should be made to the Chancellor's Office, but only if it is alleged that the president directly engaged in conduct that violates the Policy. Any other Complaints against a president (for example, that the president had no substantial involvement other than to rely on or approve a recommendation made by another administrator) will be made to and addressed by the campus.

- j. An explanation of how the campus responds to reports of Nondiscrimination Policy violations and a description of potential disciplinary consequences.
- k. A statement that retaliation for making a Complaint or participating in a Complaint process is prohibited by the Nondiscrimination Policy.

Along with the information provided in the outreach communication, the Title IX Coordinator will provide Complainants alleging Sexual Misconduct, Sexual Exploitation Dating Violence, Domestic Violence or Stalking, with the information in Attachment D - Rights and Options for Victims of Sexual Misconduct/Sexual Assault, Sexual Exploitation, Dating And Domestic Violence, And Stalking The Title IX Coordinator will describe and offer Supportive Measures to Complainants during the initial assessment (even if the Complaint is ultimately not investigated).

The Title IX Coordinator will make reasonable efforts to ensure that anyone involved in conducting investigations, finding facts, and making disciplinary decisions in a matter will be impartial, neutral, and free from actual Conflicts of Interest.

All persons involved in implementing these procedures (e.g., the campus Title IX Coordinator and any Deputy Title IX Coordinator(s), Investigators, Human Resource Directors and Hearing Officers presiding over hearings) shall have relevant annual training on issues related to Sex Discrimination, Sexual Harassment, Sexual Misconduct, Sexual Exploitation, Dating and Domestic Violence, and Stalking. Such annual training shall include the CSU complaint processes, as well as the handling, investigation, and analysis of complaints of Sex Discrimination, Sexual Harassment, Sexual Misconduct, Sexual Exploitation, Dating and Domestic Violence, and Stalking. The annual training shall also address applicable confidentiality issues, especially with respect to the Title IX Coordinator's duty to weigh any victim's request for confidentiality against the duty to provide a safe and nondiscriminatory environment for all members of the campus community. For matters involving Sexual Misconduct, Sexual Exploitation, Dating and Domestic Violence, and Stalking, the training shall also include how to conduct an investigation and hearing process that protects the safety of the person(s) involved and promotes accountability.

The Complainant and Respondent may choose to be accompanied by an Advisor of their choice during meetings or any stage of the Complaint process. The Parties also have the right to consult with an attorney, at their own expense, or a union representative at any stage of the process if they wish to do so. An attorney or union representative may serve as a Party's chosen Advisor. The unavailability of a specific Advisor will not unduly interfere with prompt scheduling.

### **Applicable Procedures**

The campus will investigate or otherwise respond to reports of alleged misconduct committed by a student in accordance with the Procedures for Complaints of Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation Made Against a Student ("Student Respondent Procedures") if the alleged misconduct violates the Policy and:

- occurred on campus; or
- involved or impacted a campus program or activity (including campus employment); or
- affected a student's or Employee's ability to participate in a program, activity, or employment; AND
- The alleged misconduct was committed by a person who at the time of the alleged misconduct was a student.

The campus will investigate or otherwise respond to reports of alleged misconduct committed by an Employee or Third-Party in accordance with the Procedures for Complaints of Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation Made Against an Employee or Third-Party ("Employee or Third-Party Respondent Procedures") if the alleged misconduct violates the Policy and:

- occurred on campus; or
- involved or impacted a campus program or activity (including campus employment); or
- affected a student's or Employee's ability to participate in a program, activity, or employment; AND
- The alleged misconduct was committed against a person who at the time of the alleged misconduct was a student, or the alleged misconduct was committed by or against an Employee.

Depending on the circumstances, the campus response may or may not include a formal investigation. When a Complainant requests that no investigation occur, the Title IX Coordinator will balance the request against the campus' duty to provide a safe and nondiscriminatory environment for all members of the campus community.

### The Track System

There are three possible sets of procedures ("tracks") for formal resolution of Complaints against a Student <sup>14</sup>(Track 1, Track 2, Track 3) as required by federal and state law. There are two sets of procedures ("Tracks") for formal resolution of Complaints against an Employee or a Third-Party (Track 1 or Track 3) as required by federal and state law. The remaining track, track 2: State Mandated Hearing Process, is not applicable to Complaints against Employees or Third-Parties, as it applies only to certain Complaints against Students. Which procedure applies to any given Complaint will depend on a variety of factors described below. Questions about which procedures apply to any specific case should be directed to the campus Title IX Coordinator and/or the Discrimination, Harassment, and Retaliation Administrator ("DHR Administrator").

Prior to a Notice of Investigation being sent to the Complainant and the Respondent, the Title IX Coordinator/DHR Administrator will determine which Track applies.

- Track 1 applies when the alleged conduct:
  - Meets the definition of Sexual Harassment as defined in Article VII.C of the Policy; and
  - Occurred in the United States; and
  - Occurred in an education program or activity at the university, as defined in Track 1
- Track 2 applies when:
  - The Complaint is against a student; and
  - The Complaint is one of Sexual Misconduct, Dating Violence, or Domestic Violence; and

---

<sup>14</sup> A Complaint against a Student-Employee where the alleged conduct arose out of the Respondent's status as an Employee and not their status as a student, should be made using the Procedures for Complaints of Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation Made Against an Employee or Third-Party.

- The credibility of one (or both) of the Complainant and the Respondent ("the Parties"), or any witness is central to the determination as to whether the student violated the policy; and
- The student is facing a severe disciplinary sanction (expulsion or suspension) if found to be in violation of university Policy.
- Track 3 applies to all other Complaints under these procedures that allege a Policy violation.

Under Track 1 or 2, the campus will conduct an investigation, and the Complaint will proceed to a hearing unless otherwise resolved. An Investigator will first interview the Complainant, the Respondent, and any witnesses, and gather any documentary evidence. The hearing will occur once an investigation has finished. During the hearing, a hearing officer listens to the witnesses, including the Complainant and the Respondent, and analyzes the evidence, before deciding whether or not the Respondent violated the Policy.

Under Track 3, an Investigator interviews the Complainant, the Respondent, and any witnesses, gathers any documentary evidence, analyzes the evidence, and decides whether or not the Respondent violated the Policy. There is no hearing in Track 3 cases.

### Standard of Evidence

The Preponderance of the Evidence based on the facts available at the time of the decision is the standard for demonstrating facts and reaching conclusions in an investigation and hearing that uses the Procedures. Preponderance of the Evidence means the greater weight of the evidence; i.e., that the evidence on one side outweighs, preponderates over, or is more than, the evidence on the other side.

### Dismissal/Referral

When the Title IX Coordinator receives a Formal Complaint under Track 1, or where new information or events arise under this Track, the Title IX Coordinator will assess whether the Formal Complaint meets the requirements of the Federal Regulations to move forward under the process under Track 1. A determination that allegations in a Formal Complaint do not meet the requirements of the Federal Regulations will result in a mandatory dismissal of the allegations in the Formal Complaint that do not meet the requirements and, in some cases, a referral of the allegations to another process as the campus may have an obligation to address the matter under other laws and policies. The Title IX Coordinator will determine whether allegations in a Formal Complaint must be dismissed for purposes of the Federal Regulations. If a Formal Complaint is dismissed it may still be referred, if appropriate, to be addressed under the processes in Track 2 or Track 3, CSU Executive Order 1098, or other applicable policies.

At any time after a Complaint has been accepted for investigation, it is within the discretion of the Title IX Coordinator/DHR Administrator to dismiss a Complaint, or any part of a Complaint, if the Complainant notifies the Title IX Coordinator/DHR Administrator in writing that they would like to withdraw the Complaint or any part of it, or if the specific circumstances prevent the campus from gathering evidence necessary to reach a determination as to the Complaint or part of the Complaint.<sup>15</sup>

Written notice of dismissal (mandatory or discretionary) and reason(s) for the dismissal will be sent simultaneously to the Parties when a Title IX Coordinator dismisses any Complaint. The notice will

---

<sup>15</sup> Formal complaints under track 1 may be discretionarily dismissed for the additional reason that the Respondent is no longer a student or Employee

inform the Parties of their right to appeal the dismissal, whether the matter will be referred to another process, and the process for submitting an appeal.

Either Party may appeal from a dismissal of a Complaint or any part of the Complaint. The appeal must be filed within 10 Working Days from the date of the notice of dismissal.

Appeals against a dismissal under Track 1 will be filed with the Chancellor's Office (CO) and will be addressed to:

Systemwide Title IX Unit  
Systemwide Human Resources  
Office of the Chancellor  
[TIX-Dismissal-Appeals@calstate.edu](mailto:TIX-Dismissal-Appeals@calstate.edu)

Appeals against a dismissal under Track 2 or Track 3 will be submitted to the Chancellor's Office and will be addressed to:

Equal Opportunity and Whistleblower Compliance Unit  
Systemwide Human Resources  
Office of the Chancellor  
401 Golden Shore  
Long Beach, California 90802  
[eo-wbappeals@calstate.edu](mailto:eo-wbappeals@calstate.edu)

If a Party is unable to file an appeal or a response to an appeal electronically, they should contact the campus Title IX Office for assistance. When an appeal is submitted, the other Party as well as the campus Title IX Coordinator will be notified in writing. In response to the appeal, the other Party will be given 5 Working Days from their receipt of notice of the appeal to submit a written statement in support of or challenging the dismissal. Within 10 Working Days of the CO's receipt of the appeal, the Parties will simultaneously receive (via email) a written decision with explanation.

#### Informal resolution

The CSU recognizes some Parties may desire resolution of their matter through an Informal Resolution process ("Informal Resolution"), instead of through the formal resolution process (described below). Accordingly, Parties may mutually agree, with the agreement of the Title IX Coordinator, to resolve a Complaint through an Informal Resolution process, instead of undergoing the formal resolution process<sup>16</sup>. The Informal Resolution process is entirely voluntary and will not occur unless both Parties agree in writing to participate in an Informal Resolution process.

---

<sup>16</sup> Track 1, a Formal Complaint must be filed before the informal resolution process may take place and that under Track 1, informal resolution cannot be used to resolve allegations that an employee sexually harassed a student

The Title IX Coordinator/DHR Administrator will oversee the Informal Resolution process, conduct an initial and on-going assessment as to whether the Informal Resolution process should continue, and make the final determination on all Informal Resolutions facilitated by the Title IX Coordinator or designee regarding whether the terms agreed to by the Parties are appropriate in light of all of the circumstances of the Complaint. In some circumstances, depending on the nature and/or severity of the allegations, an Informal Resolution may not be appropriate, and the Title IX Coordinator/DHR Administrator will not approve an Informal Resolution. Prior to approving an Informal Resolution, the Title IX Coordinator/DHR Administrator will consult with the appropriate administrator in human resources or faculty affairs<sup>17</sup>

Prior to engaging in an informal resolution process, the campus will obtain the Parties' voluntary, written consent. Parties who choose to participate in the voluntary Informal Resolution process will be sent a notice of agreement to engage in Informal Resolution. The notice will include the following:

- An explanation that at any time prior to agreeing to a resolution, any Party has the right to withdraw from the Informal Resolution process and resume the investigation process.
- The Parties' right to consult with an Advisor.
- Any resolution must be in writing and signed by both Parties and the Title IX Coordinator/DHR Administrator.
- Once the Informal Resolution process is finalized, neither Party is permitted to file another Complaint arising from the same allegations.

The Informal Resolution process may take place at any time before a determination of responsibility is made, but no later than 60 Working Days after both Parties provide voluntary, written consent to participate in the Informal Resolution process

Any agreed-upon Remedies and disciplinary sanctions agreed to in an Informal Resolution have the same effect as Remedies given and sanctions imposed following an investigation (and/or hearing), consistent with any applicable collective bargaining agreements.

The terms of any Informal Resolution must be put in writing and signed by the Parties, and the Title IX Coordinator. The resolution will be final and not appealable by either Party.

## Investigation and Hearing for Track 1

### *Supportive Measures*

After receiving a report of Sexual Harassment, the Title IX Coordinator will contact the Complainant promptly to discuss the availability of Supportive Measures. The Title IX Coordinator will conduct an intake meeting with any Complainant who responds to outreach communication, or otherwise makes a report of a potential Policy violation to discuss the Complainant's options, explain the process, and provide information about Supportive Measures. During the discussion, the Title IX Coordinator will consider the Complainant's wishes with respect to Supportive Measures, inform the Complainant of the availability of Supportive Measures with or without the filing of a Formal Complaint<sup>18</sup>, and explain the process for filing a Formal Complaint.

---

<sup>17</sup> For matters involving students, this consultation will be with the student conduct administrator

<sup>18</sup> Formal Complaint means a document or electronic submission filed by a Complainant that contains the Complainant's physical or digital signature<sup>15</sup> or a document signed by the Title IX Coordinator alleging Sexual Harassment against a Respondent and requesting an investigation of

### *Notice of Allegations*

When the Title IX Coordinator receives a Formal Complaint, the Title IX Coordinator will Simultaneously provide both Parties a written notice of allegations. If new allegations are raised during the investigation that were not included in the notice of allegations, a revised notice of allegations will be issued Simultaneously to the Parties. If the notice of allegations also serves as notice of a Respondent's expected attendance at an interview, it will include details of the date, time, location, participants, and purpose of that interview. The notice of allegations must be provided to a Respondent at least 5 Working Days prior to the interview. If a Respondent requests to meet sooner than 5 Working Days after receipt of the notice of allegations, they should verbally confirm at the start of the meeting that they are aware that they were provided notice of at least 5 Working Days and this confirmation should be documented by the Title IX Coordinator or Investigator.

### *Investigation of a Formal Complaint*

The Title IX Coordinator will either promptly investigate the Formal Complaint or assign this task to another Investigator. If assigned to another Investigator, the Title IX Coordinator will monitor, supervise, and oversee all such delegated tasks, including reviewing all investigation draft reports before they are final to ensure that the investigation is sufficient, appropriate, impartial, and in compliance with Track 1.

The investigator will take reasonable steps to gather all relevant evidence from the Parties, other witnesses, or other sources. The investigator will document the steps taken to gather evidence, even when those efforts are not successful.

The Complainant and the Respondent may each elect to be accompanied by an Advisor to any meeting, interview, or proceeding regarding the allegations that are the subject of a Formal Complaint. The advisor may be anyone, including a union representative from the Complainant's or Respondent's collective bargaining unit, an attorney, or, in the case of the Complainant, a Sexual Assault Victim's Advocate.

Parties will be provided written notice of the date, time, location, names of participants, and purpose of all meetings and investigative interviews at which their participation is expected. This written notice should be provided with at least 3 Working Days for the Party to prepare to participate in the meeting or interview. This requirement will not apply where a Party themselves requests to meet with the Title IX Coordinator or Investigator or as addressed in Article VI of Track 1.

If a Party requests to meet with the Title IX Coordinator sooner than 3 Working Days after receipt of written notice of an investigative interview or meeting, they should verbally confirm at the start of the interview or meeting that they are aware that they were provided notice of at least 3 Working Days and this confirmation should be documented by the Title IX Coordinator or Investigator.

### *Review of Evidence*

Before issuing a final investigation report, the investigator will send to the Complainant and Respondent, and their respective advisors, if any, all evidence (including evidence upon which the campus does not intend to rely) obtained as part of the investigation that is Directly Related to the allegations raised in the Formal Complaint (preliminary investigation report).

Each Party will be given a minimum of 10 Working Days for the initial review of evidence to respond to the list of disputed facts and evidence and submit additional questions for the other Party and

---

the allegation of Sexual Harassment. At the time that the Formal Complaint is filed, a Complainant must be participating in or attempting to participate in an Education Program or Activity of the CSU.



witnesses. This timeframe may be extended at the discretion of the Title IX Coordinator (either on their own or in response to a Party's request). The extension must be made available to both Parties, who must be notified as such. During the review of evidence, each Party may:

- Meet again with the investigator to further discuss the allegations.
- Identify additional disputed facts.
- Respond to the evidence in writing.
- Request that the investigator ask additional specific questions to the other Party and other witnesses.
- Identify additional relevant witnesses.
- Request that the investigator gather additional evidence.

The investigator will share with the Parties the answers to questions posed during the review of evidence. If additional disputed material facts are identified or evidence is gathered, it will be included in the preliminary investigation report (or in a separate addendum) and shared with all Parties, who will be given a reasonable opportunity to respond to the new evidence and submit additional questions to the other Party and other witnesses about the new evidence only. The investigator determines when it is appropriate to conclude the review of evidence.

#### *Final Investigation Report*

After the review of evidence phase is concluded, the Parties will receive a final investigation report that will summarize all Relevant evidence (inculpatory and exculpatory), including additional Relevant evidence received during the review of evidence. Any Relevant documentary or other tangible evidence provided by the Parties or witnesses, or otherwise gathered by the Investigator will be attached to the final investigation report as exhibits. The final investigation report shall be sent to the Parties and their respective advisors, if any, in electronic format (which may include use of a file sharing platform that restricts the Parties and any Advisors from downloading or copying the evidence) or hard copy. The Parties and their advisors will be provided 10 Working Days to review and provide a written response to the final investigation report.

#### *Timeframe*

Absent a determination of good cause made by the investigator or Title IX Coordinator (of which the Parties will receive written notice): (i) the investigation should be concluded within 100 Working Days from the date that the notice of allegations is provided to the Parties; and (ii) the final investigation report should be completed and provided to the Parties within 10 Working Days after the review of evidence has concluded. Extensions may be granted for good cause as determined by the Title IX Coordinator. The Parties will receive written notice from the Title IX Coordinator or designee if an extension is necessary and why. The notice will indicate if the extension alters the timeframes for the major stages of the Formal Complaint process.

Within 10 Working Days after the Parties have been provided the final investigation report, the Parties will be informed of the timelines that will apply to the pre-hearing and hearing processes described below. The Parties will be required to provide the name and contact information for their hearing advisor within 5 Working Days after notice of the hearing timeline.

#### *Track 1 Hearing*

The Parties will be given written notice of the date, time, location, participants, and purpose of the hearing, as well as the identity of the hearing officer. Notification of the hearing will be sent to the designated CSU campus email address, unless the recipient has specifically requested in writing to the hearing coordinator that notice be given to a different email address. Communications from the

hearing coordinator will be deemed received on the date sent. The hearing will not be set sooner than 20 Working Days after the date of notice of hearing. Any objections to an appointed hearing officer must be made in writing to the hearing Coordinator within 5 Working Days after notice of the identity of the hearing officer has been communicated to the Parties.

No later than 15 Working Days before the hearing, each Party may provide to the hearing coordinator a proposed witness list that includes the names of, and current contact information for, that Party's proposed witnesses as well as an explanation of the relevance of each proposed witness's testimony and the disputed issue to which the witness's testimony relates. The hearing officer may also identify witnesses from the final investigation report.

No later than 10 Working Days before the hearing, the hearing coordinator will share a final witness list with the Parties, and notify each witness of the date, time, and location of the hearing. Witnesses will be directed to attend the hearing and to promptly direct any questions or concerns about their attendance at the hearing to the hearing coordinator.

No later than 5 Working Days prior to the hearing, the Parties may submit a list of proposed questions to the hearing coordinator. The questions will be provided to the hearing officer. Parties are strongly encouraged to provide questions in advance of the hearing in order to streamline the hearing process and provide the hearing officer an opportunity to resolve relevancy concerns prior to the hearing. The proposed questions will not be shared with the other Party.

The hearing will begin with an overview of the hearing process given by the hearing officer, after which the Parties will be given an opportunity to ask questions about the hearing process. Each Party will be given an opportunity to make an opening statement that may not last longer than 10 minutes. Only the Parties themselves will be permitted to make opening statements. The hearing advisor and any advisor are not permitted to make the opening statement. The advisor may not speak during the hearing. Closing arguments will not be made.

Generally, the hearing officer will start the questioning of witnesses and Parties. The Investigator or the Title IX Coordinator (if not the Investigator) will be the first witness and will describe the Formal Complaint, investigation process, and summarize the evidence. Hearing advisors will be permitted to ask Relevant questions once the hearing officer has concluded their questioning of the other Party and each witness. The hearing officer may ask questions of any Party or witness who participates in the hearing.

***Determination and notification Regarding Responsibility Under Track 1***

After the hearing, the hearing officer will make written findings of fact and conclusions about whether the Respondent violated the Policy with respect to the definition of Sexual Harassment<sup>19</sup>. The hearing coordinator will Simultaneously send the hearing officer's report promptly to the Parties, the Title IX Coordinator, and the appropriate campus administrator, usually within 15 Working Days of the close of the hearing.

If no violation of the Policy is found, the president (or designee) will be notified along with the Parties. The notification will include the outcome of the hearing, a copy of the hearing officer's report

---

<sup>19</sup> See definition of Sexual Harassment in the [CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation](#)

(redacted as appropriate or as otherwise required by law) and notice of the Complainant's and Respondent's right to appeal to the Chancellor's Office.

If a violation of the Policy is found, within 5 Working Days of receiving such finding the Parties may submit to the hearing coordinator an impact statement or other statement regarding discipline that is no more than 2000 words in length. The document is an opportunity for the Parties to suggest disciplinary outcomes and to provide information that they believe is important for the hearing officer to consider. The student conduct administrator and/or appropriate campus administrator responsible for discipline and Title IX Coordinator may also submit a written statement regarding aggravating and mitigating factors that provides a recommendation regarding the disciplinary outcome, including information regarding prior disciplinary outcomes for similar conduct and whether the Respondent was previously found to have violated university policy.

Within 5 Working Days after receiving and considering any impact or other statements submitted by the Parties and other statements described above, the hearing officer will submit the hearing officer's report to the president (or designee). The hearing officer's report will be amended to include a statement of, and rationale for, any recommended disciplinary sanctions to be imposed on the Respondent ("final hearing officer's report"). The final hearing officer's report will attach the final investigation report.

In cases where the hearing officer has found a violation of the Policy, the president (or designee) will review the final investigation report and the final hearing officer's report and issue a decision ("decision letter") concerning the appropriate sanction or discipline within 10 Working Days of receipt of the final hearing officer's report.

The president (or designee) will simultaneously send the decision letter electronically to the Respondent and Complainant at the campus-assigned or other primary email address linked to their campus accounts.<sup>20</sup> The decision letter will include:

- The outcome of the hearing, including any sanction imposed, and the name of the Respondent(s).
- Information regarding the procedures and permissible bases for the Complainant and Respondent to appeal to the Chancellor's Office.
- If a finding of responsibility is made against the Respondent, a statement as to whether Remedies will be provided to the Complainant that are designed to restore or preserve equal access to the campus's education program or activity. The specifics of any such Remedies may be discussed separately between the Complainant and the Title IX Coordinator and need not be included in the decision letter.
- A copy of the final hearing officer's report will be attached to the decision letter, redacted as appropriate or as otherwise required by law.

The determination regarding responsibility and any sanctions become final either on the date that the Chancellor's Office provides the Parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely (11 Working Days after the date of the decision letter).

---

<sup>20</sup> Communication with Parties who are neither Students nor Employees will be sent to an email address that they designate.

### Investigation and Hearing (if applicable) for Tracks 2 and 3

At the onset of the investigation, the Title IX Coordinator/DHR Administrator will simultaneously provide both Parties a notice of investigation.

In the notice of investigation, the Title IX Coordinator/DHR Administrator will schedule an initial meeting with the Respondent. At this meeting, the Title IX Coordinator/DHR Administrator will explain the allegations against the Respondent, as well as the investigation process, and the Respondent's rights during the process. The Title IX Coordinator/DHR Administrator will also explain that during the investigation, the Respondent and the Complainant will have the opportunity to present evidence, identify witnesses, and review evidence.

During the investigation, the Investigator will take reasonable steps to gather all relevant evidence from the Parties, other witnesses, or other sources. The Investigator will document the steps taken to gather evidence, even when those efforts are not successful. Before finalizing the investigation, the Investigator will share with the Complainant and Respondent a preliminary investigation report, along with all relevant evidence gathered. Each Party will be given a reasonable opportunity to respond to the preliminary investigation report and any attached evidence and ask questions.

In matters where a hearing is not required (Track 3 cases)<sup>21</sup>, a final investigation report will be provided to the Parties along with a notice of investigation outcome. The final investigation report will include a summary of the allegations, the investigation process, the Preponderance of the Evidence standard, a detailed description of the evidence considered, analysis of the evidence including relevant credibility evaluations, and appropriate findings. Relevant exhibits and documents will be attached to the written report. The final investigation report will be attached to a notice of investigation outcome and include the following: a summary of the allegations and the investigative process, that the Preponderance of the Evidence standard was employed, a summary of the findings of fact, a determination as to whether the Nondiscrimination Policy was violated, and if so, any Remedies to be afforded to the Complainant, and notice of Parties' right to appeal under these procedures. The notice may be delivered to the Parties electronically. If the notice includes a determination that the Policy was violated, the Title IX Coordinator/DHR Administrator will notify the campus student conduct administrator (where the Respondent is a student)/appropriate campus administrator (where the Respondent is an employee) of the investigation outcome and provide a copy of the final investigation report.

The Title IX Coordinator/DHR Administrator or designee will send the Final Investigation Report to the Parties within 100 Working Days from the date that the Notice of Investigation is provided to the Parties. Extensions may be granted for good cause as determined by the Title IX Coordinator/DHR Administrator. The Parties will receive written notice from the Title IX Coordinator/DHR Administrator or designee if an extension is necessary and why. The notice will indicate if the extension alters the timeframes for the major stages of the Complaint process.

---

<sup>21</sup> Under Track 2, the process will proceed to a hearing, as outlined below, and the final investigation report will include all of the information included in the preliminary investigation report as well as additional relevant evidence received during the review of evidence. Any relevant evidence provided by the Parties or witnesses, or otherwise gathered by the Investigator, will be attached to the final investigation report, or made available for review by the Parties. Evidence offered by the Parties or any other witnesses that the Investigator concluded is not relevant will be noted but not included in the final investigation report and should be available at the time of the hearing such that it can be provided to the hearing officer if requested.

Any communications relating to the outcome of an investigation or hearing, including any changes to the outcome or when the outcome becomes final, will be provided in writing simultaneously to the Complainant and the Respondent.

*Track 2 Hearing process:*

As stated above in the explanation of Track 2, a hearing will be required (unless the case is resolved by way of Informal Resolution). Below are the steps, decision-makers, and anticipated timelines for a Track 2 hearing process that commences after the issuance of the final Investigative report.

**Prior to a hearing:**

Parties will be given written notice of the date, time, location, and purpose of the hearing as well as the identity of the hearing officer. The Parties will be sent a notice of the hearing at least 20 Working Days before the hearing. Objections to an appointed hearing officer will be made in writing to the hearing coordinator no later than 5 Working Days after notice of hearing has been sent to the Parties.

No later than 15 Working Days before the hearing, each Party will provide to the hearing coordinator a proposed witness list that includes the names of, and current contact information for, that Party's proposed witnesses as well as an explanation of the relevance of each proposed witness' testimony. The hearing officer may also identify witnesses from the Final Investigation Report.

Where there is more than one Respondent or Complainant in connection with a single occurrence or related multiple occurrences, the hearing officer and the Parties may agree to a single hearing. A Party may request consolidation with other cases, or the Title IX Coordinator, may initiate the consolidation (subject to FERPA and other applicable privacy laws). Request for consolidation will be made no later than 15 Working Days before the hearing. The hearing officer makes consolidation decisions.

Parties must provide the name of, and contact information for, the Party's Advisor and Support Person (if any) to the hearing coordinator 15 Working Days before the hearing.

No later than 10 Working Days before the hearing, the hearing coordinator will share a final witness list with the Parties, and notify each witness of the date, time, and location of the hearing. Witnesses will be instructed to attend the hearing and to promptly direct any questions or concerns about their attendance at the hearing to the hearing coordinator. No later than 5 Working Days before the hearing, the Parties will submit to the hearing coordinator any objections to, or questions about, the witness list.

**At the hearing:**

Each Party will be given an opportunity to make an opening statement that will last no longer than 10 minutes. The Parties will not make closing statements. An opening statement is intended to give the Parties the opportunity to share their perspective regarding the facts and discuss the core disputes in the investigation. It should focus on the facts of the matter and not be argumentative.

Parties will have the opportunity to submit written questions to the hearing officer in advance of the hearing. The Parties may also submit written follow-up questions to the hearing officer during the hearing, at appropriate times designated by the hearing officer. The hearing officer will ask the questions proposed by the Parties except for questions that:

1. Seek information about the Complainant's sexual history with anyone other than the Respondent (unless such evidence about the Complainant's sexual behavior is offered to prove that someone other than the Respondent committed the alleged misconduct).

2. Seek information about the Respondent's sexual history with anyone other than the Complainant, unless such information is used to prove motive or pattern of conduct.
3. Seek information that is unreasonably duplicative of evidence in the hearing officer's possession.
4. The hearing officer determines are not relevant to material disputed issues, are argumentative or harassing or unduly intrude on a witness' privacy.

At the hearing, each Party will have an opportunity to ask questions, submit concerns, or note an objection to questions posed. All such questions, concerns, or objections will be submitted in writing to the hearing officer. The hearing officer is not required to respond to an objection, other than to include it in the record.

The hearing officer has the authority and duty to decline or rephrase any question that the hearing officer deems to be repetitive, irrelevant, or harassing. Formal rules of evidence applied in courtroom proceedings (e.g., California Evidence Code) do not apply in the hearing. However, the hearing officer may take guidance from the formal rules of evidence.

**After the hearing:**

After the hearing, the hearing officer will make written findings of facts and conclusions about whether the Respondent violated the Policy. The Title IX Coordinator will review the hearing officer's report to ensure compliance with the Policy. The hearing coordinator will forward the hearing officer's report promptly to the Parties, the Title IX Coordinator, and the student conduct administrator, usually within 15 Working Days of the close of the hearing.

If no violation is found, the hearing coordinator will notify the Parties of their appeal rights. The campus president (or designee) will also be notified.

If a violation is found, the Parties may submit to the hearing coordinator an impact statement or other statement regarding discipline. The statement may not be more than 2000 words in length and will be submitted no later than 5 Working Days after the hearing officer's report is sent to the Parties. The statement is an opportunity for the Parties to suggest disciplinary outcomes and to provide information that they believe is important for the hearing officer to consider. The student conduct administrator and the Title IX Coordinator may also submit a written statement regarding aggravating and mitigating factors no later than 5 Working Days after the hearing officer's report is sent to the Parties.

Within 5 Working Days after receiving and considering the statements described above, the hearing officer will submit the hearing officer's report to the president (or designee), including recommended sanctions (as defined in Executive Order 1098 Student Conduct Procedures<sup>22</sup>) if a Respondent has been determined to have violated university Policy.

Within 10 Working Days of receipt of the hearing officer's report, the president (or designee) will review the Investigation Report and the hearing officer's report and issue a decision concerning the appropriate sanction. The president may impose the recommended sanctions, adopt a different sanction or sanctions, or reject sanctions altogether. If the president adopts a sanction other than what is recommended by the hearing officer, the president must set forth the reasons in the Decision Letter. The president will simultaneously send the decision letter electronically to the Respondent and Complainant. The decision letter will include: the outcome of the hearing, including any sanction

---

<sup>22</sup> See Sanctions, below

imposed, and the name of the Respondent(s) , a copy of the hearing officer's Report, and notice of the Complainant's and Respondent's right to appeal. The decision will also be sent to the student conduct administrator and the hearing officer. Unless the campus and Parties are notified that an appeal has been filed, the president's (or designee's) sanction decision becomes final 11 Working Days after the date of the decision letter.

## Sanctions

Discipline for Employees includes, but is not limited to, suspension, demotion, and termination of employment.

Employees disciplined by the university may be entitled to additional processes as required by law and/or collective bargaining agreements, including in some cases the right to a hearing before an independent arbitrator or a state agency where the employee may contest the discipline.

The following sanctions may be imposed for violation of the Student Conduct Code:<sup>23</sup>

- **Restitution.** Compensation for loss, damages or injury. This may include appropriate service and/or monetary material replacement.
- **Loss of Financial Aid.** Scholarships, loans, grants, fellowships and any other types of state financial aid given or guaranteed for the purposes of academic assistance can be conditioned, limited, canceled or denied.<sup>24</sup>
- **Educational and Remedial Sanctions.** Assignments, such as work, research, essays, service to the University or the community, training, counseling, removal from participation in recognized student clubs and organizations (e.g., fraternities and sororities), and/or University events, or other remedies intended to discourage similar misconduct or as deemed appropriate based upon the nature of the violation.
- **Denial of Access to Campus or Persons.** A designated period of time during which the Student is not permitted: (i) on University Property or specified areas of Campus,<sup>25</sup> or (ii) to have contact (physical or otherwise) with the Complainant, witnesses or other specified persons.
- **Disciplinary Probation.** A designated period of time during which privileges of continuing in Student status are conditioned upon future behavior. Conditions may include the potential loss of specified privileges to which a current Student would otherwise be entitled, or the probability of more severe disciplinary sanctions if the student is found to violate the Student Conduct Code or any University policy during the probationary period.
- **Suspension.** Temporary separation of the student from active Student status or Student status.
  - A Student who is suspended for less than one academic year shall be placed on inactive Student (or equivalent) status (subject to individual Campus policies) and remains eligible to re-enroll at the University (subject to individual Campus enrollment policies) once the suspension has been served. Conditions for re-enrollment may be specified.
  - A Student who is suspended for one academic year or more shall be separated from Student status but remains eligible to reapply to the

---

<sup>23</sup> Found in Article V, Executive Order 1098 Student Conduct Procedures

- University (subject to individual Campus application policies) once the suspension has been served. Conditions for readmission may be specified.
- Suspension of one academic year or more, withdrawals in lieu of suspension, and withdrawals with pending misconduct investigations or disciplinary proceedings shall be entered on the student's transcript permanently without exception; this requirement shall not be waived in connection with a resolution agreement.
  - **Expulsion.** Permanent separation of the Student from Student status from the California State University system. Expulsion, withdrawal in lieu of expulsion, and withdrawal with pending misconduct investigation or disciplinary proceeding shall be entered on the student's transcript permanently, without exception; this requirement shall not be waived in connection with a resolution agreement.

## Appeals

A written appeal may be submitted to the Chancellor's Office no later than 10 Working Days after the date of the decision letter (Tracks 1& 2) or notice of investigation outcome (Track 3). All arguments and/or evidence supporting the appeal must be submitted by the deadline to file the appeal. Evidence/arguments submitted after the appeal submission deadline will not be considered by the Chancellor's Office. A written appeal may not exceed 3,500 words, excluding exhibits. Appeals will be submitted to:

Equal Opportunity and Whistleblower Compliance Unit

Systemwide Human Resources

Office of the Chancellor

401 Golden Shore

Long Beach, California 90802

[eo-wbappeals@calstate.edu](mailto:eo-wbappeals@calstate.edu)

The Chancellor's Office will provide prompt written acknowledgement of the receipt of the appeal to the appealing Party, and will provide written notification of the appeal, including a copy of the appeal, to the non-appealing Party and the campus Title IX Coordinator/DHR Administrator. The notice will include the right of the non-appealing Party and the campus to provide a response to the appeal within 10 Working Days of the date of the notice. The appeal response will be limited to 3,500 words, excluding exhibits. Any response to the appeal received by the Chancellor's Office will be provided to the appealing Party for informational purposes only.

The Chancellor's Office will not conduct a new investigation; however, the Chancellor's Office may make reasonable inquiries to determine if the new evidence could have affected the investigation or hearing determination. A copy of the final Chancellor's Office appeal response will be forwarded to the Complainant, the Respondent, and the Title IX Coordinator/DHR Administrator.

If the Chancellor's Office review determines that an issue raised on appeal would have affected the investigation outcome or hearing outcome, the investigation or hearing will be remanded back to the campus and the investigation or hearing reopened at the campus level. The Chancellor's Office will return the matter to the campus and will specify in writing the timeline by which a reopened investigation or hearing must be completed. The Chancellor's Office will notify the Parties of the



reopening of the investigation or hearing and the timeline for completion of the reopened investigation or hearing. The campus will complete the reopened investigation or hearing and provide the Chancellor's Office with an amended final investigation report/final decision. The campus will also provide the Parties with amended notices of investigation outcome/final decision, and such notices will provide the non-prevailing Party the opportunity to appeal. Upon receipt of the amended final investigation report/final decision, if the outcome remains unchanged, the Chancellor's Office will contact the original appealing Party to determine whether that Party wishes to continue with the appeal. If the outcome is reversed by the campus, the non-prevailing Party will be given an opportunity to appeal.

If the Chancellor's Office determines that no reasonable fact finder (Investigator or hearing officer) could have made the findings as determined by the Investigator or hearing officer, the Chancellor's Office may vacate and reverse the investigation or hearing outcome, but only with respect to whether the Policy was violated (and not with respect to factual findings). If the Chancellor's Office vacates and reverses the investigation or hearing outcome, it will notify the Parties simultaneously in writing, as well as the Title IX Coordinator/DHR Administrator. Following a reversal of an investigation or hearing outcome by the Chancellor's Office, the Chancellor's Office decision is final and is not subject to further appeal.

The Chancellor's Office will respond to the appealing Party no later than 30 Working Days after receipt of the written appeal unless the timeline has been extended<sup>24</sup>

### Registered Sex Offenders

California's sex offender registration laws require convicted sex offenders to register their status with the University police department if they are enrolled, residing, attending, carrying on a vocation (i.e., contractor or vendor on campus for more than 30 days in the year), or working with or without compensation for the institution. All public information available in California about registered sex offenders, to include the ability to look-up offenders by name, residence address, and zip code, is on the California Department of Justice Megan's law web site at <http://www.meganslaw.ca.gov/>

### Missing Student Notification Procedures for On-campus Student Housing Facilities

Individuals having reason to believe that a student who resides in on-campus housing is missing should immediately notify the CSUN Department of Police Services at 818-677-2111. CSUN Police will initiate an investigation in accordance with the department's missing person policy and will undertake the emergency contact procedures as appropriate.

Missing student reports should be made directly to the Department of Police Services. However, these reports may also be made to a staff member from the Office of Student Housing and Residential Life, located in the main Student Housing Office, or the Vice President of Student Affairs/Dean of Students Office in Valera Hall 310. If the missing person report is made to staff or organizations other than CSUN Police Services, the entity must contact Police Services immediately.

At the beginning of each academic year, CSUN will inform students residing in on-campus housing

---

<sup>24</sup> The Chancellor's Office has discretion to extend the timelines for the appeal process for good cause or for any reasons deemed to be legitimate by the Chancellor's Office. This includes the time for filing an appeal, the time for a reopened investigation or hearing to be completed, and the time for the Chancellor's Office to respond to the appeal. The Chancellor's Office will notify the Parties and the Title IX Coordinator of any extensions of time granted pertaining to any portion of the appeal process.

that CSUN will notify a parent, guardian or an individual selected by the student not later than 24 hours after the time the student is determined to be missing. This information will remain confidential only to be used during a missing person investigation by University officials who retain the information and it may not be disclosed except to law enforcement personnel in furtherance of an official missing person investigation. Information will include the following:

- Students have the option of annually identifying an individual to be contacted by CSUN when they sign up for a housing contract.
  - If the student is under 18 years of age, and not an emancipated individual, CSUN is required to notify a custodial parent or guardian and any other designated contact within 24 hours after the time that the student is officially determined to be missing.
  - When CSUN Police makes an official determination that a student who is the subject of a missing person report has been missing for more than 24 hours and has not returned to the campus, the Department of Police Services will initiate the emergency contact procedures in accordance with the student's confidential contact designation and will also notify local law enforcement that has jurisdiction in the area the student went missing. This will be done within 24 hours, regardless of whether or not the student had a confidential contact, is above the age of 18 or is an emancipated minor.

#### POLICE SERVICES ACTIONS:

The Department of Police Services has a law enforcement missing persons policy that is followed in all such cases. The department may release a photo of the missing student as a tool to assist in locating the individual and may seek information and/or assistance from a variety of campus resources during the course of the investigation.

#### **Fire Safety Report**

The 2023 Fire Safety Report is available at the following link:

<https://www.csun.edu/sites/default/files/Annual-Fire-Safety-Report.pdf>

## Appendix A: Jurisdictional Definitions<sup>25</sup>

### Rape (CA Penal Code Chapter 1 Section 261)

(a) Rape is an act of sexual intercourse accomplished under any of the following circumstances:

(1) If a person who is not the spouse of the person committing the act is incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act. Notwithstanding the existence of a conservatorship pursuant to the provisions of the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime, that a mental disorder or developmental or physical disability rendered the alleged victim incapable of giving consent. This paragraph does not preclude the prosecution of a spouse committing the act from being prosecuted under any other paragraph of this subdivision or any other law.

(2) If it is accomplished against a person's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the person or another.

(3) If a person is prevented from resisting by any intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known by the accused.

(4) If a person is at the time unconscious of the nature of the act, and this is known to the accused. As used in this paragraph, "unconscious of the nature of the act" means incapable of resisting because the victim meets any one of the following conditions:

(A) Was unconscious or asleep.

(B) Was not aware, knowing, perceiving, or cognizant that the act occurred.

(C) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraud in fact.

(D) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraudulent representation that the sexual penetration served a professional purpose when it served no professional purpose.

(5) If a person submits under the belief that the person committing the act is someone known to the victim other than the accused, and this belief is induced by artifice, pretense, or concealment practiced by the accused, with intent to induce the belief.

(6) If the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat. As used in this paragraph, "threatening to retaliate" means a threat to kidnap or falsely imprison, or to inflict extreme pain, serious bodily injury, or death.

(7) Where the act is accomplished against the victim's will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official. As used in this paragraph, "public official" means a

---

<sup>25</sup> Note that these are not the definitions used to compile the statistics at the beginning of these document. The federal definitions of Rape, fondling, incest, statutory rape, domestic violence, dating violence, and stalking are used for the statistics, as required by federal law.

person employed by a governmental agency who has the authority, as part of that position, to incarcerate, arrest, or deport another. The perpetrator does not actually have to be a public official.

(b) For purposes of this section, the following definitions apply:

“Duress” means a direct or implied threat of force, violence, danger, or retribution sufficient to coerce a reasonable person of ordinary susceptibilities to perform an act which otherwise would not have been performed, or acquiesce in an act to which one otherwise would not have submitted. The total circumstances, including the age of the victim, and his or her relationship to the defendant, are factors to consider in appraising the existence of duress.

“Menace” means any threat, declaration, or act that shows an intention to inflict an injury upon another.

### Sodomy (CA Penal Code Chapter 1 Section 286)

Sodomy is sexual conduct consisting of contact between the penis of one person and the anus of another person. Any sexual penetration, however slight, is sufficient to complete the crime of sodomy.

(b) (1) Except as provided in Section 288, any person who participates in an act of sodomy with another person who is under 18 years of age shall be punished by imprisonment in the state prison, or in a county jail for not more than one year.

(2) Except as provided in Section 288, any person over 21 years of age who participates in an act of sodomy with another person who is under 16 years of age shall be guilty of a felony.

(c) (1) Any person who participates in an act of sodomy with another person who is under 14 years of age and more than 10 years younger than he or she shall be punished by imprisonment in the state prison for three, six, or eight years.

(2) (A) Any person who commits an act of sodomy when the act is accomplished against the victim’s will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person shall be punished by imprisonment in the state prison for three, six, or eight years.

(B) Any person who commits an act of sodomy with another person who is under 14 years of age when the act is accomplished against the victim’s will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person shall be punished by imprisonment in the state prison for 9, 11, or 13 years.

(C) Any person who commits an act of sodomy with another person who is a minor 14 years of age or older when the act is accomplished against the victim’s will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person shall be punished by imprisonment in the state prison for 7, 9, or 11 years.

(3) Any person who commits an act of sodomy where the act is accomplished against the victim’s will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat, shall be punished by imprisonment in the state prison for three, six, or eight years.

(d) (1) Any person who, while voluntarily acting in concert with another person, either personally or aiding and abetting that other person, commits an act of sodomy when the act is accomplished against the victim’s will by means of force or fear of immediate and unlawful bodily injury on the

victim or another person or where the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat, shall be punished by imprisonment in the state prison for five, seven, or nine years.

(2) Any person who, while voluntarily acting in concert with another person, either personally or aiding and abetting that other person, commits an act of sodomy upon a victim who is under 14 years of age, when the act is accomplished against the victim's will by means of force or fear of immediate and unlawful bodily injury on the victim or another person, shall be punished by imprisonment in the state prison for 10, 12, or 14 years.

(3) Any person who, while voluntarily acting in concert with another person, either personally or aiding and abetting that other person, commits an act of sodomy upon a victim who is a minor 14 years of age or older, when the act is accomplished against the victim's will by means of force or fear of immediate and unlawful bodily injury on the victim or another person, shall be punished by imprisonment in the state prison for 7, 9, or 11 years.

(e) Any person who participates in an act of sodomy with any person of any age while confined in any state prison, as defined in Section 4504, or in any local detention facility, as defined in Section 6031.4, shall be punished by imprisonment in the state prison, or in a county jail for not more than one year.

(f) Any person who commits an act of sodomy, and the victim is at the time unconscious of the nature of the act and this is known to the person committing the act, shall be punished by imprisonment in the state prison for three, six, or eight years. As used in this subdivision, "unconscious of the nature of the act" means incapable of resisting because the victim meets one of the following conditions:

(1) Was unconscious or asleep.

(2) Was not aware, knowing, perceiving, or cognizant that the act occurred.

(3) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraud in fact.

(4) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraudulent representation that the sexual penetration served a professional purpose when it served no professional purpose.

(g) Except as provided in subdivision (h), a person who commits an act of sodomy, and the victim is at the time incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act, shall be punished by imprisonment in the state prison for three, six, or eight years. Notwithstanding the existence of a conservatorship pursuant to the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime, that a mental disorder or developmental or physical disability rendered the alleged victim incapable of giving consent.

(h) Any person who commits an act of sodomy, and the victim is at the time incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act, and both the defendant and the victim are at the time confined in a state hospital for the care and treatment of the mentally

disordered or in any other public or private facility for the care and treatment of the mentally disordered approved by a county mental health director, shall be punished by imprisonment in the state prison, or in a county jail for not more than one year. Notwithstanding the existence of a conservatorship pursuant to the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime, that a mental disorder or developmental or physical disability rendered the alleged victim incapable of giving legal consent.

(i) Any person who commits an act of sodomy, where the victim is prevented from resisting by an intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known by the accused, shall be punished by imprisonment in the state prison for three, six, or eight years.

(j) Any person who commits an act of sodomy, where the victim submits under the belief that the person committing the act is someone known to the victim other than the accused, and this belief is induced by any artifice, pretense, or concealment practiced by the accused, with intent to induce the belief, shall be punished by imprisonment in the state prison for three, six, or eight years.

(k) Any person who commits an act of sodomy, where the act is accomplished against the victim's will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official, shall be punished by imprisonment in the state prison for three, six, or eight years.

As used in this subdivision, "public official" means a person employed by a governmental agency who has the authority, as part of that position, to incarcerate, arrest, or deport another. The perpetrator does not actually have to be a public official.

(l) As used in subdivisions (c) and (d), "threatening to retaliate" means a threat to kidnap or falsely imprison, or inflict extreme pain, serious bodily injury, or death.

#### Oral Copulation (CA Penal Code Chapter 1 Section 287)

(a) Oral copulation is the act of copulating the mouth of one person with the sexual organ or anus of another person.

(b) (1) Except as provided in Section 288, any person who participates in an act of oral copulation with another person who is under 18 years of age shall be punished by imprisonment in the state prison, or in a county jail for a period of not more than one year.

(2) Except as provided in Section 288, any person over 21 years of age who participates in an act of oral copulation with another person who is under 16 years of age is guilty of a felony.

(c) (1) Any person who participates in an act of oral copulation with another person who is under 14 years of age and more than 10 years younger than he or she shall be punished by imprisonment in the state prison for three, six, or eight years.

(2) (A) Any person who commits an act of oral copulation when the act is accomplished against the victim's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person shall be punished by imprisonment in the state prison for three, six, or eight years.

(B) Any person who commits an act of oral copulation upon a person who is under 14 years of age, when the act is accomplished against the victim's will by means of force, violence, duress, menace,

or fear of immediate and unlawful bodily injury on the victim or another person, shall be punished by imprisonment in the state prison for 8, 10, or 12 years.

(C) Any person who commits an act of oral copulation upon a minor who is 14 years of age or older, when the act is accomplished against the victim's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person, shall be punished by imprisonment in the state prison for 6, 8, or 10 years.

(3) Any person who commits an act of oral copulation where the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat, shall be punished by imprisonment in the state prison for three, six, or eight years.

(d) (1) Any person who, while voluntarily acting in concert with another person, either personally or by aiding and abetting that other person, commits an act of oral copulation (A) when the act is accomplished against the victim's will by means of force or fear of immediate and unlawful bodily injury on the victim or another person, or (B) where the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat, or (C) where the victim is at the time incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act, shall be punished by imprisonment in the state prison for five, seven, or nine years. Notwithstanding the appointment of a conservator with respect to the victim pursuant to the provisions of the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime described under paragraph (3), that a mental disorder or developmental or physical disability rendered the alleged victim incapable of giving legal consent.

(2) Any person who, while voluntarily acting in concert with another person, either personally or aiding and abetting that other person, commits an act of oral copulation upon a victim who is under 14 years of age, when the act is accomplished against the victim's will by means of force or fear of immediate and unlawful bodily injury on the victim or another person, shall be punished by imprisonment in the state prison for 10, 12, or 14 years.

(3) Any person who, while voluntarily acting in concert with another person, either personally or aiding and abetting that other person, commits an act of oral copulation upon a victim who is a minor 14 years of age or older, when the act is accomplished against the victim's will by means of force or fear of immediate and unlawful bodily injury on the victim or another person, shall be punished by imprisonment in the state prison for 8, 10, or 12 years.

(e) Any person who participates in an act of oral copulation while confined in any state prison, as defined in Section 4504 or in any local detention facility as defined in Section 6031.4, shall be punished by imprisonment in the state prison, or in a county jail for a period of not more than one year.

(f) Any person who commits an act of oral copulation, and the victim is at the time unconscious of the nature of the act and this is known to the person committing the act, shall be punished by imprisonment in the state prison for a period of three, six, or eight years. As used in this subdivision, "unconscious of the nature of the act" means incapable of resisting because the victim meets one of the following conditions:

(1) Was unconscious or asleep.

(2) Was not aware, knowing, perceiving, or cognizant that the act occurred.

(3) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraud in fact.

(4) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraudulent representation that the oral copulation served a professional purpose when it served no professional purpose.

(g) Except as provided in subdivision (h), any person who commits an act of oral copulation, and the victim is at the time incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act, shall be punished by imprisonment in the state prison, for three, six, or eight years. Notwithstanding the existence of a conservatorship pursuant to the provisions of the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime, that a mental disorder or developmental or physical disability rendered the alleged victim incapable of giving consent.

(h) Any person who commits an act of oral copulation, and the victim is at the time incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act, and both the defendant and the victim are at the time confined in a state hospital for the care and treatment of the mentally disordered or in any other public or private facility for the care and treatment of the mentally disordered approved by a county mental health director, shall be punished by imprisonment in the state prison, or in a county jail for a period of not more than one year. Notwithstanding the existence of a conservatorship pursuant to the provisions of the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime, that a mental disorder or developmental or physical disability rendered the alleged victim incapable of giving legal consent.

(i) Any person who commits an act of oral copulation, where the victim is prevented from resisting by any intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known by the accused, shall be punished by imprisonment in the state prison for a period of three, six, or eight years.

(j) Any person who commits an act of oral copulation, where the victim submits under the belief that the person committing the act is someone known to the victim other than the accused, and this belief is induced by any artifice, pretense, or concealment practiced by the accused, with intent to induce the belief, shall be punished by imprisonment in the state prison for a period of three, six, or eight years.

(k) Any person who commits an act of oral copulation, where the act is accomplished against the victim's will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official, shall be punished by imprisonment in the state prison for a period of three, six, or eight years.

As used in this subdivision, "public official" means a person employed by a governmental agency who has the authority, as part of that position, to incarcerate, arrest, or deport another. The perpetrator does not actually have to be a public official.



(l) As used in subdivisions (c) and (d), "threatening to retaliate" means a threat to kidnap or falsely imprison, or to inflict extreme pain, serious bodily injury, or death.

## Bigamy, Incest, and the Crime against Nature (CA Penal Code Chapter 1 Section 285 and Section 289)

### Section 285

Persons being within the degrees of consanguinity within which marriages are declared by law to be incestuous and void, who intermarry with each other, or who being 14 years of age or older, commit fornication or adultery with each other, are punishable by imprisonment in the state prison.

### Section 289

(a) (1) (A) Any person who commits an act of sexual penetration when the act is accomplished against the victim's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person shall be punished by imprisonment in the state prison for three, six, or eight years.

(B) Any person who commits an act of sexual penetration upon a child who is under 14 years of age, when the act is accomplished against the victim's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person, shall be punished by imprisonment in the state prison for 8, 10, or 12 years.

(C) Any person who commits an act of sexual penetration upon a minor who is 14 years of age or older, when the act is accomplished against the victim's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the victim or another person, shall be punished by imprisonment in the state prison for 6, 8, or 10 years.

(D) This paragraph does not preclude prosecution under Section 269, Section 288.7, or any other provision of law.

(2) Any person who commits an act of sexual penetration when the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat, shall be punished by imprisonment in the state prison for three, six, or eight years.

(b) Except as provided in subdivision (c), any person who commits an act of sexual penetration, and the victim is at the time incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act or causing the act to be committed, shall be punished by imprisonment in the state prison for three, six, or eight years. Notwithstanding the appointment of a conservator with respect to the victim pursuant to the provisions of the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime, that a mental disorder or developmental or physical disability rendered the alleged victim incapable of giving legal consent.

(c) Any person who commits an act of sexual penetration, and the victim is at the time incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act or causing the act to be committed and both the defendant and the victim are at the time confined in a state hospital for the care and treatment of the mentally disordered or in any other public or private facility for the care and treatment of the mentally disordered approved by a county mental health director, shall be

punished by imprisonment in the state prison, or in a county jail for a period of not more than one year. Notwithstanding the existence of a conservatorship pursuant to the provisions of the Lanterman-Petris-Short Act (Part 1 (commencing with Section 5000) of Division 5 of the Welfare and Institutions Code), the prosecuting attorney shall prove, as an element of the crime, that a mental disorder or developmental or physical disability rendered the alleged victim incapable of giving legal consent.

(d) Any person who commits an act of sexual penetration, and the victim is at the time unconscious of the nature of the act and this is known to the person committing the act or causing the act to be committed, shall be punished by imprisonment in the state prison for three, six, or eight years. As used in this subdivision, "unconscious of the nature of the act" means incapable of resisting because the victim meets one of the following conditions:

(1) Was unconscious or asleep.

(2) Was not aware, knowing, perceiving, or cognizant that the act occurred.

(3) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraud in fact.

(4) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraudulent representation that the sexual penetration served a professional purpose when it served no professional purpose.

(e) Any person who commits an act of sexual penetration when the victim is prevented from resisting by any intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known by the accused, shall be punished by imprisonment in the state prison for a period of three, six, or eight years.

(f) Any person who commits an act of sexual penetration when the victim submits under the belief that the person committing the act or causing the act to be committed is someone known to the victim other than the accused, and this belief is induced by any artifice, pretense, or concealment practiced by the accused, with intent to induce the belief, shall be punished by imprisonment in the state prison for a period of three, six, or eight years.

(g) Any person who commits an act of sexual penetration when the act is accomplished against the victim's will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official, shall be punished by imprisonment in the state prison for a period of three, six, or eight years.

As used in this subdivision, "public official" means a person employed by a governmental agency who has the authority, as part of that position, to incarcerate, arrest, or deport another. The perpetrator does not actually have to be a public official.

(h) Except as provided in Section 288, any person who participates in an act of sexual penetration with another person who is under 18 years of age shall be punished by imprisonment in the state prison or in a county jail for a period of not more than one year.

(i) Except as provided in Section 288, any person over 21 years of age who participates in an act of sexual penetration with another person who is under 16 years of age shall be guilty of a felony.

(j) Any person who participates in an act of sexual penetration with another person who is under 14 years of age and who is more than 10 years younger than he or she shall be punished by imprisonment in the state prison for three, six, or eight years.

(k) As used in this section:

(1) "Sexual penetration" is the act of causing the penetration, however slight, of the genital or anal opening of any person or causing another person to so penetrate the defendant's or another person's genital or anal opening for the purpose of sexual arousal, gratification, or abuse by any foreign object, substance, instrument, or device, or by any unknown object.

(2) "Foreign object, substance, instrument, or device" shall include any part of the body, except a sexual organ.

(3) "Unknown object" shall include any foreign object, substance, instrument, or device, or any part of the body, including a penis, when it is not known whether penetration was by a penis or by a foreign object, substance, instrument, or device, or by any other part of the body.

(l) As used in subdivision (a), "threatening to retaliate" means a threat to kidnap or falsely imprison, or inflict extreme pain, serious bodily injury or death.

(m) As used in this section, "victim" includes any person who the defendant causes to penetrate the genital or anal opening of the defendant or another person or whose genital or anal opening is caused to be penetrated by the defendant or another person and who otherwise qualifies as a victim under the requirements of this section.

#### **Fondling (CA Penal Code Chapter 9. Section 243.4, Assault and Battery)**

(a) Any person who touches an intimate part of another person while that person is unlawfully restrained by the accused or an accomplice, and if the touching is against the will of the person touched and is for the purpose of sexual arousal, sexual gratification, or sexual abuse, is guilty of sexual battery. A violation of this subdivision is punishable by imprisonment in a county jail for not more than one year, and by a fine not exceeding two thousand dollars (\$2,000); or by imprisonment in the state prison for two, three, or four years, and by a fine not exceeding ten thousand dollars (\$10,000).

(b) Any person who touches an intimate part of another person who is institutionalized for medical treatment and who is seriously disabled or medically incapacitated, if the touching is against the will of the person touched, and if the touching is for the purpose of sexual arousal, sexual gratification, or sexual abuse, is guilty of sexual battery. A violation of this subdivision is punishable by imprisonment in a county jail for not more than one year, and by a fine not exceeding two thousand dollars (\$2,000); or by imprisonment in the state prison for two, three, or four years, and by a fine not exceeding ten thousand dollars (\$10,000).

(c) Any person who touches an intimate part of another person for the purpose of sexual arousal, sexual gratification, or sexual abuse, and the victim is at the time unconscious of the nature of the act because the perpetrator fraudulently represented that the touching served a professional purpose, is guilty of sexual battery. A violation of this subdivision is punishable by imprisonment in a county jail for not more than one year, and by a fine not exceeding two thousand dollars (\$2,000); or by imprisonment in the state prison for two, three, or four years, and by a fine not exceeding ten thousand dollars (\$10,000).

(d) Any person who, for the purpose of sexual arousal, sexual gratification, or sexual abuse, causes another, against that person's will while that person is unlawfully restrained either by the accused or an accomplice, or is institutionalized for medical treatment and is seriously disabled or medically incapacitated, to masturbate or touch an intimate part of either of those persons or a third person, is guilty of sexual battery. A violation of this subdivision is punishable by imprisonment in a county jail for not more than one year, and by a fine not exceeding two thousand dollars (\$2,000); or by imprisonment in the state prison for two, three, or four years, and by a fine not exceeding ten thousand dollars (\$10,000).

(e)(1) Any person who touches an intimate part of another person, if the touching is against the will of the person touched, and is for the specific purpose of sexual arousal, sexual gratification, or sexual abuse, is guilty of misdemeanor sexual battery, punishable by a fine not exceeding two thousand dollars (\$2,000), or by imprisonment in a county jail not exceeding six months, or by both that fine and imprisonment. However, if the defendant was an employer and the victim was an employee of the defendant, the misdemeanor sexual battery shall be punishable by a fine not exceeding three thousand dollars (\$3,000), by imprisonment in a county jail not exceeding six months, or by both that fine and imprisonment. Notwithstanding any other provision of law, any amount of a fine above two thousand dollars (\$2,000) which is collected from a defendant for a violation of this subdivision shall be transmitted to the State Treasury and, upon appropriation by the Legislature, distributed to the Civil Rights Department for the purpose of enforcement of the California Fair Employment and Housing Act (Part 2.8 (commencing with Section 12900) of Division 3 of Title 2 of the Government Code), including, but not limited to, laws that proscribe sexual harassment in places of employment. However, in no event shall an amount over two thousand dollars (\$2,000) be transmitted to the State Treasury until all fines, including any restitution fines that may have been imposed upon the defendant, have been paid in full.

(2) As used in this subdivision, "touches" means physical contact with another person, whether accomplished directly, through the clothing of the person committing the offense, or through the clothing of the victim.

(f) As used in subdivisions (a), (b), (c), and (d), "touches" means physical contact with the skin of another person whether accomplished directly or through the clothing of the person committing the offense.

(g) As used in this section, the following terms have the following meanings:

(1) "Intimate part" means the sexual organ, anus, groin, or buttocks of any person, and the breast of a female.

(2) "Sexual battery" does not include the crimes defined in Section 261 or 289.

(3) "Seriously disabled" means a person with severe physical or sensory disabilities.

(4) "Medically incapacitated" means a person who is incapacitated as a result of prescribed sedatives, anesthesia, or other medication.

(5) "Institutionalized" means a person who is located voluntarily or involuntarily in a hospital, medical treatment facility, nursing home, acute care facility, or mental hospital.

(6) "Minor" means a person under 18 years of age.

(h) This section shall not be construed to limit or prevent prosecution under any other law which also proscribes a course of conduct that also is proscribed by this section.

(i) In the case of a felony conviction for a violation of this section, the fact that the defendant was an employer and the victim was an employee of the defendant shall be a factor in aggravation in sentencing.

(j) A person who commits a violation of subdivision (a), (b), (c), or (d) against a minor when the person has a prior felony conviction for a violation of this section shall be guilty of a felony, punishable by imprisonment in the state prison for two, three, or four years and a fine not exceeding ten thousand dollars (\$10,000).

#### **Statutory Rape (CA Penal Code, Chapter 1, Section 261.5)**

(a) Unlawful sexual intercourse is an act of sexual intercourse accomplished with a person who is not the spouse of the perpetrator, if the person is a minor. For the purposes of this section, a "minor" is a person under the age of 18 years and an "adult" is a person who is at least 18 years of age.

(b) Any person who engages in an act of unlawful sexual intercourse with a minor who is not more than three years older or three years younger than the perpetrator, is guilty of a misdemeanor.

(c) Any person who engages in an act of unlawful sexual intercourse with a minor who is more than three years younger than the perpetrator is guilty of either a misdemeanor or a felony, and shall be punished by imprisonment in a county jail not exceeding one year, or by imprisonment pursuant to subdivision (h) of Section 1170.

(d) Any person 21 years of age or older who engages in an act of unlawful sexual intercourse with a minor who is under 16 years of age is guilty of either a misdemeanor or a felony, and shall be punished by imprisonment in a county jail not exceeding one year, or by imprisonment pursuant to subdivision (h) of Section 1170 for two, three, or four years.

#### **Incest (CA Penal Code, Chapter 1, Section 285)**

Persons being within the degrees of consanguinity within which marriages are declared by law to be incestuous and void, who intermarry with each other, or who being 14 years of age or older, commit fornication or adultery with each other, are punishable by imprisonment in the state prison.

#### **Abuse: (CA Family Code, 6203 (definitions) and 6211)**

(a) For purposes of this act, "abuse" means any of the following:

(1) To intentionally or recklessly cause or attempt to cause bodily injury.

(2) Sexual assault.

(3) To place a person in reasonable apprehension of imminent serious bodily injury to that person or to another.

(4) To engage in any behavior that has been or could be enjoined pursuant to Section 6320.

(b) Abuse is not limited to the actual infliction of physical injury or assault.

"Domestic violence" is abuse perpetrated against any of the following persons:

(a) A spouse or former spouse.

(b) A cohabitant or former cohabitant, as defined in Section 6209.

- (c) A person with whom the respondent is having or has had a dating or engagement relationship.
- (d) A person with whom the respondent has had a child, where the presumption applies that the male parent is the father of the child of the female parent under the Uniform Parentage Act (Part 3 (commencing with Section 7600) of Division 12).
- (e) A child of a party or a child who is the subject of an action under the Uniform Parentage Act, where the presumption applies that the male parent is the father of the child to be protected.
- (f) Any other person related by consanguinity or affinity within the second degree.

**Domestic Violence/Dating Violence (CA Penal Code, Chapter 2, Section 273.5 and Section 243)**

(a) Any person who willfully inflicts corporal injury resulting in a traumatic condition upon a victim described in subdivision (b) is guilty of a felony, and upon conviction thereof shall be punished by imprisonment in the state prison for two, three, or four years, or in a county jail for not more than one year, or by a fine of up to six thousand dollars (\$6,000), or by both that fine and imprisonment.

(b) Subdivision (a) shall apply if the victim is or was one or more of the following:

- (1) The offender's spouse or former spouse.
- (2) The offender's cohabitant or former cohabitant.
- (3) The offender's fiancé or fiancée, or someone with whom the offender has, or previously had, an engagement or dating relationship.
- (4) The mother or father of the offender's child.

**CA Penal Code 243(e)**

(1) When a battery (willful and unlawful use of force or violence upon the person of another) is committed against a spouse, a person with whom the defendant is cohabiting, a person who is the parent of the defendant's child, former spouse, fiancé, or fiancée, or a person with whom the defendant currently has, or has previously had, a dating or engagement relationship, the battery is punishable by a fine not exceeding two thousand dollars (\$2,000), or by imprisonment in a county jail for a period of not more than one year, or by both that fine and imprisonment.

**Stalking: CA Penal Code, Chapter 2, Section 646.9**

Any person who willfully, maliciously, and repeatedly follows or willfully and maliciously harasses another person and who makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her immediate family is guilty of the crime of stalking, punishable by imprisonment in a county jail for not more than one year, or by a fine of not more than one thousand dollars (\$1,000), or by both that fine and imprisonment, or by imprisonment in the state prison.

**Stalking: CA Penal Code, Chapter 2, Section 653m**

(a) Every person who, with intent to annoy, telephones or makes contact by means of an electronic communication device with another and addresses to or about the other person any obscene language or addresses to the other person any threat to inflict injury to the person or property of the person addressed or any member of his or her family, is guilty of a misdemeanor. Nothing in this subdivision shall apply to telephone calls or electronic contacts made in good faith.

(b) Every person who, with intent to annoy or harass, makes repeated telephone calls or makes repeated contact by means of an electronic communication device, or makes any combination of

calls or contact, to another person is, whether or not conversation ensues from making the telephone call or contact by means of an electronic communication device, guilty of a misdemeanor. Nothing in this subdivision shall apply to telephone calls or electronic contacts made in good faith or during the ordinary course and scope of business.

**Consent to Sexual Activity (CA Penal Code, Chapter 1, section 261.6 and section 261.7)**

- a) Consent is positive cooperation in act or attitude pursuant to an exercise of free will. The Person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved.
- b) A current or previous dating or marital relationship shall not be sufficient to constitute consent where consent is at issue in a prosecution under section 261, 286, 287, or 289, or former section 262 or 288a
- c) This section shall not affect the admissibility of evidence or the burden of proof on the issue of consent.

In prosecutions under Section 261, 286, 287, or 289, or former Section 262 or 288a, in which consent is at issue, evidence that the victim suggested, requested, or otherwise communicated to the defendant that the defendant use a condom or other birth control device, without additional evidence of consent, is not sufficient to constitute consent.