2025

# Annual Security Report 2025
# Jeanne Clery Report

## Disclosure of Campus Security Policy Crime Statistics Act

NORTHERN NEW MEXICO COLLEGE / (505) 747-2100, NNMC.EDU
921 N. PASEO DE OÑATE, ESPAÑOLA, NM 87532

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*Office of the Provost*

# NORTHERN New Mexico College

September 30, 2025

Dear Student, Faculty and Staff:

It is my pleasure to announce the completion of our Annual Security Report. As part of our compliance efforts per the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act of 1998 we disclose our campus security policy and crime statistics for the past year. We take the commission of crimes against our students, faculty, staff, and visitors seriously, and promptly investigate reported crimes. We collaborate with other law enforcement agencies and campus groups to reduce crime on campus and to promote a safe working environment for all.

I encourage you to read the annual report carefully. The report is extensive yet simply organized and contains important information aimed to better prepare the campus community in the event of a crime or emergency.

Keeping you safe and secure while on campus is one of our top priorities. We can all do our part in promoting campus safety by being observant and reporting suspicious or unlawful behavior immediately to Northern's Security Office and/or local law enforcement.

I welcome your assistance in contributing to a safe campus by becoming involved. Together we can help make our campus a safe place for everyone. If you have any ideas for ensuring a safe learning and working environment, please do not hesitate to contact me.

Sincerely,

René L. Vellanoweth, PhD
Provost & Vice President for Academic Affairs
Northern New Mexico College
email: rene.vellanoweth@nnmc.edu
phone: (505) 747-2225

# Introduction

The "Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act of 1998" Commonly referred to as the "Clery Act", requires institutions of higher education to report specified crime statistics and fire safety information on college campuses and to provide important safety and security information to members of the campus community.

The Annual Security Report (ASR) is compiled and published by Northern's Security Department in conjunction with the Dean of Student Services, Title IX Coordinator, staff from the Financial Aid Office, and with the cooperation of local law enforcement agencies.

The Annual Security and Fire Safety Report includes statistics for the past three years concerning crimes and fire incidents that have occurred on or near Northern's campus. The Annual Security Report also informs the College community about essential policies such as crime prevention, the reporting of crimes, sexual assault awareness/prevention, alcohol and drug use, emergency notification, and other matters related to the safety of the campus community.

Each year, an email notification is sent no later than October 1st to all students, faculty, and staff that describes the content of the annual safety and security report. Prospective and enrolled students, as well as anyone concerned with campus safety, are entitled to request and receive a copy of the annual security report by visiting the Security Office in AD 223. The report is also available online by visiting Northern's Safety and Security webpage at: https://nnmc.edu/about/safety-security/index.html or can be requested by calling Northern's Security Office at (505) 747-2178.

NORTHERN New Mexico College

# Safety Resource Page

## In Case of Emergency or Crisis:

| | |
|---|---|
| **Dial 911** | **To report Emergency criminal violations to the Public Law Enforcement from a public phone or cell phone** |
| **505-753-5555** | **To report non-emergency requests for public law enforcement from a public phone or cell phone** |
| **Blue Emergency Stations** | **Direct access to Local law enforcement. Push the red Panic button on any of the Blue emergency pull stations** located around campus. |
| **1-800-656-4673** | **National Sexual Assault Hotline** |
| **505-747-4329** | **Tewa Women United:** **V.O.I.C.E.S. Program** a culturally based response to sexual violence, located in Espanola, N.M., See http://tewawomenunited.org/programs |

## On-Campus Resources:

**Campus Security**
Joseph Montoya (Admin) Building, Office AD 223 505-747-2158

**Title IX Coordinator**
Joseph Montoya (Admin) Building, Office AD 244 505-747-2255

**Dean of Students**
Joseph Montoya (Admin) Building, Office AD 244 505-747-2255

## Northern New Mexico College Security Department

Northern's Campus Security department is dedicated to providing a secure atmosphere conducive to learning and working. The security team serves the Espanola and El Rito campuses and can be contacted via telephone at 505-747-2158 or by dialing ext. 2158. The Security Office is located in the Montoya building (AD 223).

Campus Security is staffed by five full-time security guards, a security supervisor, and a Security Director. Campus Security Officers provide coverage 7 days/week, 16 to 18 hours a day when classes are in session and work abbreviated schedules during times of college shutdown, such as holidays.

Northern's Security Officers do not possess the power of arrest and do not carry firearms. We do have a close working relationship with local law enforcement that has allowed us to quell and deter the crime committed on our campuses.

We encourage the prompt reporting of all suspicious activity or unlawful behavior committed on campus to Campus-to-Campus Security and other appropriate law enforcement agencies.

## Crime Prevention

Ensuring the safety of the College community is a group effort - we all must do our part. When working, visiting, or attending classes on campus, keep in mind the following:

- Report any suspicious persons or activities to the Campus Security
- Do not leave valuables unattended or unsecured
- Do not prop open entrances to buildings
- Lock your work areas every time you leave
- Report any maintenance problems to Facilities
- Call Campus Security if you would like an escort at any time
- Be mindful of your surroundings
- Report lost facility keys immediately

## Education Programs

Various campus organizations sponsor crime prevention and security awareness programs on personal safety and theft prevention throughout the year. A common theme among all awareness and crime prevention programs is to encourage students and employees to take responsibility for their own security and the security of others.

The Campus Security department, the Title IX Coordinator, and other student service departments facilitate educational programs for students, parents, faculty, staff, resident advisors, and student organizations. They provide a variety of educational strategies on

topics such as sexual assault, relationship violence, stalking, alcohol and drug abuse prevention, as well as personal safety and theft prevention.

## Crime Reporting and the College's Response

Call security immediately if you witness a crime, are a victim of one, or observe suspicious activity. You can report a crime by calling campus security at 505-747-2158 or contacting the local police at 505-753-5555. Any college employee will also assist you in notifying the appropriate law enforcement authorities.

If you are a victim of a crime or are a witness to one, write down as much information as you can remember. Try to obtain a description of the offender's clothing, age, gender, height, weight, and voice. Also, try to describe details such as eye color, hair color, jaw, nose structure, and distinguishing characteristics. Try to obtain a description and license number of any vehicle involved. Note the direction that assailants take. Employees of Northern New Mexico College who become aware of any violation of local or federal law by any individual or group on campus are required to immediately report the incident to Campus Security and or local law enforcement.

## Campus Security Authorities

Crimes also may be reported to 'Campus Security Authorities who are persons who have been designated as having significant responsibility for student and/or campus activities. An example of these individuals is, but is not limited to: Human Resources Director, Dean of Students, Registrar, Title IX Coordinator, Financial Aid Director, etc. When one of these individuals receives a report of a crime, they are responsible for forwarding campus crime reports to Northern's Campus Security for investigation and campus crime reporting in compliance with the Campus Security Act.

*Note*: The 1998 amendments to the Clery Act note that Student Counseling staff are not required to report or disclose privileged information as Campus Security Authorities. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures for voluntarily reporting crimes for inclusion in the annual crime statistics.

### College Response to Crime Reports

Campus Security will investigate allegations of criminal activity. Northern's Campus Security will classify reports in conjunction with the appropriate police agency in accordance with New Mexico State Law.

Students are both members of the College community and citizens of the state. As citizens, students are responsible to the community of which they are a part, and the College neither substitutes for nor interferes with regular legal processes. Students are also responsible for offenses against the academic community. Therefore, an action involving the student in a legal proceeding in a civil or criminal court does not necessarily absolve the student of responsibility for this conduct in a college proceeding, as determined by Northern's Student Behavior Committee. When a student is charged in both jurisdictions, the College will decide, based on its interests and the student's interests, whether to proceed with its internal review simultaneously or defer action.

## Daily Crime Log

A daily crime log of Campus Security Act offenses is available for public viewing at Northern's Campus Security Office.

## Emergency Response and Notification

**NNMC Campus Emergency Response Team**

Northern has established a Campus Emergency Response Team (CERT), comprising a combination of senior-level officials, directors, and security personnel. CERT is chaired by the highest-level position that has the authority to initiate a campus-wide emergency response in accordance with the Campus Emergency Response Plan (CERP). CERT also has the authority to require attendance at the emergency meeting from any other faculty or staff, depending on the nature and severity of the emergency. The team shall have a designated common area to convene and an identified alternate location in case the common area is inaccessible. Team members may be allowed to attend via a voice call or a Skype call if they are unable to attend in person.

**Emergency Notification**

In the event of an emergency or dangerous situation that poses a threat to any member of the NNMC community, individuals must immediately notify campus security and/or press the emergency button at our strategically placed Code Blue Stations. This event will activate the Campus Emergency Response Plan procedures, allowing us to determine which of the established notification methods should be used. Notification methods include but are not limited to: local media; our NNMC website at www.nnmc.edu; an Eagle Alert - the NNMC text message emergency notification system; via e-mail; VoIP Emergency Phone; posted emergency notices on the entrances and exits to buildings; and on-the-ground public safety personnel. The Campus Emergency Response Team will determine the best combination of notification strategies to use in each situation. The Campus Emergency Response Plan includes training for those designated to carry out notification responsibilities.

**Timely Warning Notification System**

Suppose the emergency poses a life-threatening, grave, imminent threat to anyone on or near campus. In that case, the NNMC Security Officer is authorized to activate the campus emergency notification system - 'Eagle Alert'. This procedure is designed to notify the campus community and surrounding areas of emergency events as quickly as possible. A network of campus members is trained to carry out the campus 'Timely Warning' notification system procedures. Immediate notification shall be made by one or more of the emergency notification channels indicated above. Furthermore, emergency personnel should post emergency notices at building entrances and exits and contact key individuals as necessary.

**Activating the Emergency Notification System (non-Emergency)**

Campus Security, in collaboration with the CERT and Dean of Student Services, will confirm the significance of the emergency event and activate the appropriate level of the NNMC Eagle Alert emergency notification system. A member of the college executive team must approve the activation of the NNMC Eagle Alert emergency notification system, following the procedures outlined in the Campus Emergency Response Plan.

The College will, without delay, and in consideration of the safety of the community, determine the content of the notification and initiate the emergency notification system, unless issuing a notification may compromise efforts to assist a victim or to respond to or otherwise mitigate the emergency.

The Campus Emergency Response Plan outlines responses for various emergencies that may occur on campus. This includes the notification methods that will be used in an emergency and the point at which they will be activated during an emergency. These preset responses enable quick and consistent activation of the emergency notification system. Dissemination of emergency information to the broader community (i.e., parents, the Northern community) will occur at the discretion of the CERT and as time allows. The Campus Security Department will collaborate with the CERT to determine the appropriate amount of information to disseminate at various times. Depending on the nature of the incident, the College may utilize multiple avenues, such as its home page at www.nnmc.edu or the media. The College's first concern will be to disseminate information to those people directly affected or threatened by the emergency.

## Evacuation Drills

The NNMC Campus Emergency Response Team (CERT) organizes and participates in several exercises throughout the year to prepare for emergencies. Campus Security, Emergency Notification personnel, and Facilities/Maintenance staff work with other departments at the College to ensure that emergency evacuation and response procedures are up-to-date and effective. At least once a year, NNMC shall conduct an exercise to test the emergency response and evacuation procedures of the campus. The campus community will be notified of the event in accordance with our Campus Emergency Response Plan, and the notification will be well-documented for review and continual improvement. Emergency procedures shall identify several safe zones that are located throughout the campus. These safe zones provide a designated gathering point in case you are ordered to evacuate. When the fire alarm sounds, or emergency personnel (identified by blue vests) or a college staff member calls for an evacuation, all occupants are required to vacate the premises immediately and head directly to one of the designated safe zones. NNMC Faculty and Staff are to assist in evacuating students and those directly around them while emergency personnel ensure that their individual buildings are cleared. Although fire is the most common reason for evacuations, there are many other reasons why an evacuation might become necessary. Some of these reasons are, but are not limited to: bomb threat, chemical spill, gas leak, and active shooter.

## Safe Access to Campus Facilities

The NNMC Espanola campus is available for use by students, faculty, staff, and guests. Access is limited to regular business and building hours. Most campus facilities are accessible throughout the workday, Monday through Friday, and for limited hours on weekends. The NNMC Campus Safety and Security Department locks and secures campus buildings each evening.

Requests for access to facilities for events or other purposes should be directed to contacts noted in NNMC scheduling policies. NNMC reserves the right to deny access to facilities and services to individuals or groups that do not meet campus guidelines and policies.

## Policies and Procedures for Safe Access to Campus Buildings:

- Keys and door combinations are issued only to authorized faculty, staff, students, and approved contractors.
- Exterior doors should not be propped open when the doors are locked.
- Building evacuation is mandatory for all fire alarms.
- Individual academic buildings are generally open by 7:00 am. NNMC employees and students are required to have a College ID in possession when entering buildings after regular working hours.
- Only authorized individuals will be allowed access to NNMC buildings after hours or on weekends.
- Employees and/or students may also be granted access to buildings for study, research, or other legitimate purposes by the security officer. All doors containing computers, projectors, research equipment, or other high-value items that could be stolen are locked at all times. Students who need access to these areas must have their instructor email the Security Director the names of the students, rooms, dates, and times. Individuals must email this info to geno.trujillo@nnmc.edu with details of the request

### Campus Lighting and Maintenance

NNMC Campus Security completes weekly lighting surveys of all exterior campus lighting. Campus security looks for anything that might cause injury to anyone in the campus community and notifies maintenance so that the hazard can be eliminated as soon as possible. The College encourages everyone to notify maintenance if they notice lights or dangers that might cause injury. Contact maintenance at 505.747.2165

### Parking Facilities

Parking lots are well illuminated and checked frequently by Campus Security. High-resolution IP Security cameras have been placed in most locations around the campus and are monitored and recorded by Northern New Mexico College Security. Code Blue emergency telephones, marked by a blue light, are located near campus parking and outdoor activity areas. For emergencies, push the red panic call button. You will be immediately connected to the Rio Arriba County 911 Dispatch Center. Wait until the emergency dispatch officer responds to your call, and then provide the officer with the nature of the emergency. The phone will stay connected to the dispatch office after you have completed the call. It will take approximately 60 seconds for the phone to disconnect and reset. The blue light on top of the phone unit is activated, providing a flashing beacon signal. The Code Blue emergency units have a wind and solar-powered redundant power supply.

### Campus Security Escorts

NNMC Campus Security provides walking escorts to students, faculty, and staff from all campus locations to other on-campus or nearby locations at any time if you would like an escort call (505) 747-2158.

# Drug and Alcohol Policy

Northern New Mexico College is committed to a safe working and learning environment for its students, employees, and the public. Therefore, Northern is dedicated to the prevention of unlawful possession, use, or distribution of illicit drugs and alcohol by all students and employees on school premises or as a part of any of its activities and works to enforce both Federal and State drug laws.

Substance abuse affects an individual's performance, conduct, and or reliability and can lead to early behavioral and psychosocial problems. Substance abuse is a non-discriminative progressive illness, which typically begins by experimentation, continues due to misinterpreted behavioral standards, and may result in addiction. Addiction to alcohol and/or illicit drugs will debilitate the total wellness of the individual and interfere with his or her ability to carry out even simple tasks.

Substance abuse in the workplace, on the campus, or in other college locations, or while on college business, is prohibited. Substance abuse is defined as the unauthorized possession, distribution, dispensing, manufacture, sale or use or being under the influence of controlled substances that are identified in Schedules I through V of Section 202 of the Controlled Substance Act, 21 USC 812 (United Stated Code, Title XXI, Chapter 13) or its implementing regulations, where the use is neither authorized by law nor a valid prescription, or the misuse of a legal substance, including but not limited to alcohol or prescription drugs, that may affect an individual's ability to perform his or her job in a safe, adequate and secure manner.

All students and employees of the college are expected to cooperate fully with Northern's objective of maintaining a drug-free campus. Failure to do so is deemed to be a violation of college policy. Accordingly, if a student or employee violates Northern's zero-tolerance policy for illicit drugs and alcohol and refuses treatment and/or rehabilitation, or after having received treatment, continues to violate Northern's policies as outlined in the Student/Employee Handbook, disciplinary sanctions will be imposed. Sanctions can include, but are not limited to, warnings, academic probation, suspension from academic or extracurricular programs, suspension from the College, expulsion, referral to and satisfactory completion of rehabilitation programs, or termination from employment. The College also reserves the right to make referrals to law enforcement agencies for investigation and prosecution.

Northern strongly encourages students and employees of the College who engage in any form of substance abuse, including alcohol or other drug-related problems, to voluntarily refer themselves for assistance. The College will provide support or referral for assistance, rehabilitation, detox, and/or counseling.

**Educational and Treatment Programs**: Services for students and employees include diagnosis and assessment, short-term counseling, referral, and support groups. Consultation is also available for supervisors whose staff members may have alcohol- and/ or drug-related problems. Federal law requires that any information obtained from clients or patients by doctors, psychologists, or drug treatment centers remain confidential. This makes it possible for people to receive help for drug problems without getting into trouble with the law.

Current contact information for students and employees seeking professional help for a drug- and/or alcohol-abuse problem is included in the College's Drug-Free Campus Policy.

The following campus and community resources are available to assist you with issues involving the prevention of drug and alcohol abuse:

**College Resources**

- Human Resources AD 210/211
  505-747-5034
- Interim Provost/Associate V.P. for Student Success
  505-747-2226

- Behavioral Health Counselor-TEC 213
  505-747-5064

**Off-Campus Community Resources**

| | | |
|---|---|---|
| • Hoy Recovery Program | 710a La Joya St., Espanola | 505-753-2203 |
| • Outpatient Individual, Group, and IOP Drug / Alcohol Treatment Services | 710a La Joya St., Espanola | 505-753-2203 |

## Underage Drinking and the Enforcement of State Law

As previously stated, Northern is committed to preventing the unlawful possession and use of alcohol by all students, and this includes underage minors. In the effort to curtail alcohol abuse at all levels, Northern strives to enforce the state's underage drinking laws. Under New Mexico law (N.M. Stat. 60-7B-1 (B) states that it is a violation of the Liquor Control Act for a minor under the age of 21 to buy, attempt to buy, receive, possess, or be served alcoholic beverages. A first-time conviction of any of these offenses may result in a fine up to $1,000, substance abuse education and treatment, 30 hours of community service, probation, and court-ordered drug screenings. A second violation can result in similar penalties, including the addition of 40 hours of community service and a ninety-day suspension of the driver's license. For a third or subsequent violation, the offender can be fined up to
$1,000, be ordered to perform sixty hours of community service, and have the offender's driver's license suspended for a period of two years or until the offender reaches twenty years of age, whichever period is greater. Use of false identification by minors in obtaining alcohol is punishable with a fine, loss of driver's license, probation, and community service. Minors can be arrested and/or convicted of operating a vehicle while intoxicated with a blood alcohol concentration (BAC) level of 0.02 or higher.

## Possession or Carrying of Weapons

No person, whether a student, employee, or visitor, shall possess or carry a weapon while on college property with the exception of law enforcement. The College may refer related suspected violations of law to appropriate law enforcement authorities and provide access to investigative and other data as permitted by law.

**Disciplinary Sanctions**

Students in violation of this policy will be adjudicated in accordance with the Board of Regents Policy: *Student Conduct Code*

Employees who violate this policy are subject to misconduct and may face discipline up to and including termination by the College.

Visitors in violation of this policy shall result in a request to leave the College property, function, or event, as the case may be. Also, they may result in a written directive to remain off College property.

## Campus Sexual Violence Elimination

### Introduction

The Campus Sexual Violence Elimination Act, which is referred to as the College SaVE Act, was passed in March of 2013 as part of the Violence Against Women Reauthorization Act (VAWA). As a result, colleges must include statistics on incidents of Sexual Assault, Domestic and Dating Violence, and Stalking. Northern New Mexico College (NNMC), hereafter referred to as "Northern," recognizes that sexual misconduct, including sexual violence, is a national problem, and our college campus is certainly not immune to any of this. Such violence has profound impacts on a survivor's academic, social, and personal life, and negatively affects the experiences of their friends and families, other students, and all members of the college community.

### Policy

Northern is committed to addressing these complex social problems and strives to foster a positive learning, working, and living environment that promotes every individual's ability to participate fully in the Northern experience without fear of sexual violence or sexual harassment. Through College policies, awareness efforts, education and training programs, advocacy, and empathy, every member of the Northern community should be prepared to actively contribute to a culture of respect and nonviolence in an effort to keep our college community free from sexual assault, domestic or dating violence, sexual harassment, stalking, exploitation, intimidation, and all violence.

Cases involving allegations of sexual misconduct that are reported at Northern are promptly, fairly, and thoroughly investigated, using a preponderance of the evidence standard, in accordance with the Northern Student Code of Conduct. Northern provides victims/survivors with resources that let them know they are not alone, including, but not limited to, providing trained victims' advocates, providing guidance on finding a safe place, filing an incident/police report, talking with counselors, seeking medical care, and changing student living, academic, transportation, or work situations.

Since 2012, the Office of Equity and Diversity has organized educational activities pertaining to sexual violence, domestic violence, stalking, and women's rights to begin an important dialogue on our campus. Northern will be expanding sexual assault prevention training and education to be provided to all faculty, staff, and students. Information on Northern's ongoing training/education programs dedicated to

violence, and stalking can be located at the Office of Equity and Diversity (OED), Northern's Human Resource Office, in this annual security report, in the Northern calendar of events, on Northern's social media, and on Northern's website.

### What Do You Do if You Are Sexually Assaulted?

**These are important steps to take right away after an assault:**

- Get away from the attacker to a safe place as fast as you can. Then call 911 or the police.
- Call a friend or family member you trust. You can also call a crisis center or a hotline to talk with a counselor. One hotline is the National Sexual Assault Hotline at 800-656-HOPE (4673). Feelings of shame, guilt, fear, and shock are normal. It is important to get counseling from a trusted professional.
- Do not wash, comb, or clean any part of your body. Do not change clothes if possible, so the hospital staff can collect evidence. Do not touch or change anything at the scene of the assault.
- Go to your nearest hospital emergency room as soon as possible. You need to be examined, treated for any injuries, and screened for possible sexually transmitted infections (STIs) or pregnancy. The doctor will collect evidence using a rape kit for fibers, hairs, saliva, semen, or clothing that the attacker may have left behind.

**While at the hospital:**

- If you decide you want to file a police report, you or the hospital staff can call the police from the emergency room.
- Ask the hospital staff to connect you with the local rape crisis center. The center staff can help you make choices about reporting the attack and getting help through counseling and support groups.

## What Do You Do if You Are a Domestic Violence or Dating Violence Victim?

**If you are being abused, get help.** The longer the abuse goes on, the more damage it can cause. You are not alone. There are people who will believe you and who want to help.

**Consider these steps if you are in an abusive situation:**

- If you are in immediate danger, call 911 or leave.
- If you are hurt, go to a local hospital emergency room.
- Call the National Domestic Violence Hotline at 800-799-SAFE (7233) or 800-787-3224 (TDD). The hotline offers help in many languages 24 hours a day, every day. Hotline staff can give you the phone numbers of local shelters and other resources.
- Plan ahead. Violence sometimes gets worse right after leaving, so think about a safe place to go. You can get advice from the National Domestic Violence Hotline.
- Look up state resources for a list of local places to get help.
- Review a full checklist of items to take if you leave, such as your marriage license, any children's birth certificates, and money. Put these things

somewhere you can get them quickly. Of course, if you are in immediate danger, leave without them.

- Have a cellphone handy. Try not to call for help from your home phone or a shared cellphone since an abuser may be able to trace the numbers. If possible, get a prepaid cellphone or your own cellphone. Some domestic violence shelters offer free cellphones.
- Contact the Rio Arriba Court for information about getting a court order of protection (see Order of Protection section below for more information). If you need legal help but don't have much money, your local domestic violence agency may be able to help you find a lawyer who will work for free.
- Create a code word to use with friends and family to let them know you are in danger. If possible, agree on a secret location where they can pick you up.
- If you can, hide an extra set of car keys so you can leave if your partner takes away your keys.
- When you leave, try to bring any evidence of abuse, like threatening notes from your partner or copies of police reports.
- Reach out to someone you trust — a family member, friend, co-worker, or spiritual leader. Look into ways to get emotional help, like a support group or mental health professional.

Sometimes a woman may hit a man first, and then she ends up getting hurt badly because the man is stronger. Talk to your doctor or a mental health professional if you sometimes hit or use other kinds of violence.

## Staying Safe When Meeting Someone New

**If you are meeting someone you don't know or don't know well**, you can take steps to stay safe. Try to*:*

- Meet your date in a public place
- Tell a friend or family member your date's name and where you are going
- Avoid parties where a lot of alcohol may be served
- Make sure you have a way to get home if you need to leave
- Have a cellphone handy in case you need to call for help

## What Do You Do If You Are Being Stalked?

**If you think you're being stalked, consider these steps:**

- File a complaint with the police. Make sure to tell them about all threats.
- If you are in immediate danger, find a safe place to go, like a police station, friend's house, domestic violence shelter, fire station, or public area. If you can't get out of danger, but can get to a phone, call 911.
- Get a restraining order. A restraining order requires the stalker to stay away from you and not contact you. You can learn how to get a restraining order from a domestic violence shelter, the police, or an attorney in your area.
- Write down every incident. Include the time, date, and other important information.
- Keep evidence such as videotapes, voicemail messages, photos of property damage, and letters. Get names of witnesses.

- Contact support systems to help you, including domestic violence and rape crisis hotlines, domestic violence shelters, counseling services, and support groups. Keep these numbers handy in case you need them.
- Tell important people in your life about the stalking problem, including the police, your employer, family, friends, and neighbors.
- Carry a cellphone at all times so you can call for help.
- Consider changing your phone number, you can also ask the phone company about call blocking and other safety features.
- Secure your home with alarms, locks, and motion-sensitive lights.

## Where Else Can I Go for Help?

If you are sexually assaulted, it is not your fault. Don't be afraid to ask for help or support. Help is available. You can call these organizations:

- National Domestic Violence Hotline 800-799-SAFE (7233) or 800-787-3224 (TDD)
- National Sexual Assault Hotline 800-656-HOPE (4673)
- The Stalking Resource Center National Center for Victims of Crime Helpline. **Phone:** 800-FYI-CALL (800-394-2255), Monday –Friday, 10 a.m. to 6 p.m. EST. **TDD:** 800-211-7996 **Email: gethelp@ncvc.org**

There are many organizations and hotlines in every state and territory. These crisis centers and agencies work hard to stop assaults and help victims. You can find the contact information for shelters, counseling services, and legal assistance in the Rio Arriba County area, listed below.

## Reporting Sexual Assault, Domestic and Dating Violence, and Stalking:

### Victim's Advocates on Campus

We strongly encourage victims of sexual assault, domestic or dating violence, sexual harassment, or stalking to seek support and report the incident. We understand individual circumstances may determine if and how a victim chooses to make a report. Reporting a sexual assault, domestic violence, dating violence, or stalking incident to campus security does not require the filing of criminal charges, but it does activate all campus support systems. Reporting is best done as soon as possible after the act, but it may be done at any time.

The following reporting options are available to Northern students, faculty, and staff who have been victimized or who know someone who is being victimized. All of the numbers below will connect you to a person who will help; those offices designated with an asterisk (*) designate that you are calling a trained victim's rights advocate. A victim can choose to pursue one or more of the following reporting options:

- Northern's Campus Security 505-747-2158
- Española City Police 505-747-2122
- Associate VP for Student Success 505-747-2226
- Human Resources Office (Faculty & Staff) 505-747-5034
- Behavioral Health Counselor 505-747-5064
- or you can speak to a trusted faculty member or staff supervisor

## College Support Services Offices That Receive a Sexual Assault, Domestic/Dating Violence, and Stalking Report

**Security Office will:**

- Assure that the victim/survivor is not in imminent danger and is in a safe place.
- Assist in obtaining medical services if required and or requested.
- Assist the victim/survivor in contacting any College resource that is deemed appropriate, such as the Counseling office, Dean of Students, or the Title IX coordinator.
- Encourage the victim/survivor to report the incident to the police. Campus security may be obligated to report to the police the fact that an assault was reported, but the name of the victim/survivor will only be provided with the victim's/survivor's consent, except in extenuating circumstances.
- Support ongoing investigations and enforce student code of conduct sanctions.
- Work as liaison with College administrators and local law enforcement agencies.

**Law Enforcement will:** See Appendix A

**Dean of Students will:**

- Assist the victim/survivor in contacting the College Counseling office if desired.
- Encourage the victim/survivor to report the incident to the police and/or campus security, and will assist in making the report if requested by the victim/survivor. Campus conduct offices may be obligated to report to the police the fact that an assault was reported, but the name of the victim/survivor will only be provided with the victim/survivor's consent, except in extenuating circumstances.
- Respond to the allegations and discipline if needed, consistent with the Northern Student Code of Conduct found in Northern's Student Handbook.
- Will assist the victim/survivor to change academic and/or living situations if those changes are requested and reasonably available.
- Permit the victim/survivor and the person to have a support person or advisor present at any interview or hearing, in a manner consistent with the governing student conduct procedures.

**The Title IX Coordinator (Office of Equity & Diversity and/or Department of Human Resources) will:**

- Encourage the victim/survivor to report the incident to the police, and assist in making the report if requested by the victim/survivor. The Title IX Coordinator may be obligated to report to the police the fact that an assault was reported, but the name of the victim will only be provided with the victim/survivor's consent, except in extenuating circumstances.
- Allow the victim/survivor and the person accused to have a non-participating support person present for interviews.
- If the person accused is a student, the incident will be reported to the Dean of Students.
- If the person accused is an employee, investigate and make recommendations for action, as appropriate (in many cases, the police may conduct the investigation).

OED is designated as Northern's Title IX coordinating office. The OED, in coordination with the Dean of Students and the Department of Human Resources, is available to investigate and resolve allegations of unlawful discrimination or harassment, including all forms of sexual misconduct involving faculty, staff, and other Northern affiliates. All complaints of such conduct are taken seriously, and appropriate action will be taken to hold violators accountable and to prevent any recurrence.

Through **Title IX of the Education Amendments of 1972**, individuals are protected from discrimination based on sex in any educational program or activity operated by recipients of federal financial assistance. Sexual harassment, which includes acts of sexual violence, domestic violence, dating violence, and stalking, is a form of sex discrimination prohibited by Title IX.

For additional information or to file a Title IX report, please contact the Office of Equity and Diversity at (505) 747-5448. Northern will maintain the confidentiality of the information it receives, except where disclosure is required by law or is necessary to

facilitate legitimate College processes, including the reporting, investigation, and resolution of discrimination, harassment, or retaliation allegations.

## Changing a Victim's Living, Academic, Working, and/or Transportation Situation

**Northern will comply with a victim/student's request for a living situation change**. The available options include, but are not limited to:

- Breaking a residential agreement so the victim/student may seek housing off campus.
- Moving the victim/student to another Northern residential facility on a temporary or long-term basis, if space is available.

Northern will comply with a victim/student's *other* reasonable requests to make a living situation change. To make a living situation change, the victim/student should call the Dean of Students Office.

**Northern will comply with a victim/student's request for an academic situation change.** The available options include, but are not limited to:

- Allowing the victim/student to complete a class without being physically present in the same room as the accused.
- Allowing the victim/student to change classes if the same class is held at another time, another location, and/or via another venue during the same semester.

Northern will comply with a victim/student's *other* reasonable requests to make an academic situation change. To make an academic situation change, the victim/student should contact the Dean of Students Office.

**Northern will comply with a victim/student's request for a working situation change**. The available options include, but are not limited to:

- Allowing the victim/student, who is a Northern student employee, to move to another work location or shift, if available.
- Assisting the victim/student, who is a Northern student employee, to find another student employment opportunity.
- If the victim/student works off campus for a non-Northern employer, assist the student in identifying student worker opportunities on campus.

Northern will comply with a student's *other* reasonable requests to make a working situation change. To make a working situation change, the victim/student should contact the Department of Human Resources.

Northern will comply with a victim/student's request for a transportation situation change (with the exception of Athletics, Northern does not provide transportation for students).

## Declining to Report or File Criminal Charges

A victim may decline to notify campus security or law enforcement, but can still take advantage of all college and community support systems.

## Confidentiality of Assault Survivors

If you wish to have a confidential conversation, you can contact Northern's EXITO Counseling Office, the Dean of Students, Office of Equity and Diversity or the Human Resources Office. In the College's response to allegations, Northern will work to protect victim confidentiality to the extent permitted by law, as long as such confidentiality does not jeopardize the health, safety, or security of others. If a "timely warning" or campus communication by the Security Office is required in relation to an act of sexual violence, Northern will not disclose the names of victims. In meeting requirements to complete publicly available recordkeeping and disclosures, Northern will not include personally identifying information about any victim/survivor, as defined in Section 40002 (a)(20) of the Violence Against Women Act of 1994.

Due to clarified Department of Education guidance, there are now three classes of employees for confidentiality purposes. (Previously there were only two types: licensed counselors/pastoral counselors and what is called "responsible employees.")

- **(1) individuals who are licensed counselors/pastoral counselors**: If a survivor reports to employees in this group, they are NOT obligated to report any information to anyone.
- **(2) people who commonly advocate for survivors (i.e. health center staff and women's center staff):** This group is not obligated to report survivors' experiences but must submit non-identifying information about prevalence (i.e., as part of annual Clery Act disclosures) so campus responders are informed of the hostile environment that exists on campus.
- **(3) everyone else!** These employees are called "responsible employees" and include faculty, campus police, and other administrators. If members of this group hear a survivor's report, they must report to the Title IX Coordinator, even against the survivor's wishes. The Title IX Coordinator can proceed with an investigation against a survivor's will, but should only do so if certain exacerbating factors exist (i.e., the assault was committed with a weapon or by a known serial perpetrator).

## Orders of Protection

In certain circumstances, it may be necessary and beneficial for a survivor of sexual, domestic or stalking crimes to obtain an Order of Protection for their own safety and security. The following information provides general information of what an Order of Protection is and the process involved to acquire this court ordered protection status. An Order of Protection (OFP, which is described below), is a court order to the abuser (the "respondent" in court) to stay away from the victim (the "petitioner"), and to not commit further acts of domestic abuse.

An OFP can also provide other relief to the petitioner: if the petitioner and the respondent live together, the court may require the abuser to move out. The court that issues a

Temporary Protection Order (TPO) is also able to award temporary child custody for the length of the order, even if the abuser has the child at the time of the incident. With a court order, the police will also go with either the petitioner or the respondent to pick up belongings, turn over keys of the residence or car, from the property where the other party is living. The court may order temporary financial support for the victim and children; order the abuser to undergo counseling; or pay for expenses, such as medical bills, caused by the abuse.

**Who is eligible for an Order of Protection?**

For an OFP based on stalking or sexual abuse, you do not have to have, or have had, any type of ongoing relationship with the respondent. In fact, often in these cases the respondent is a virtual stranger. For an OFP based on domestic violence, the respondent must be a household member. New Mexico defines a household member as a spouse, former spouse, boyfriend/girlfriend, ex-boyfriend/girlfriend (including same sex relationships), parent, present or former stepparent, present or former parent in-law, child, stepchild, grand-child, co-parent of a child or a person with whom the petitioner has had a continuing personal relationship. Cohabitation is not necessary.

**How do I get an Order of Protection?**

A temporary OFP is the first step in getting a long-term protection order. To get a temporary order, you will need to fill out a short form (petition) describing the abuse and what happened. The form is available at the courthouse or through a domestic violence agency. Fill out the form carefully and accurately, and turn it into the court clerk. There is no charge to file the petition. You may want to have a domestic violence advocate assist you with completing the petition. You may have to wait several hours for a judge to sign the temporary order. That judge may ask you questions. If at all possible, do not bring small children with you to the court house. The TPO is good until a judge decides about a long-term order at a hearing. The hearing is scheduled for no later than ten days after the court issues the TPO. The respondent must be personally served with the temporary order. This means hand-delivered, usually be the sheriff's department. Petitioners should NOT serve respondents themselves. The temporary order is not valid and will not be enforced until the Respondent has been personally served.

**How does the TPO protect me?**

The order allows you to get help from the police and the court if your abuser violates the order. Keep a copy of the order with you at all times. Keep another copy in a safe place. Give copies of the order to people who can help you enforce it, such as your attorney, your employer, your landlord, neighbors or friends, and your children's schools. If you feel comfortable telling your employer what has happened, you should also give your employer a copy of your order. (An employer who fires you for being a victim of domestic violence will be required to pay unemployment benefits to you.) If the abuser violates the court order, you can call the police. Violating a protection order is a crime and the police may immediately arrest the offender. It may also be contempt of the court, and can mean the respondent must pay a fine or spend time in jail. The TPO lasts only until the court schedules a hearing to see if you are eligible for a permanent OFP. Remember that an OFP is just a piece of paper and cannot fully protect you. It is recommended that you work with a domestic violence advocate during all steps of the process in order to help protect you.

**Please note:** If you are granted an Order of Protection, please give a copy to the Northern Security Office and to the Office of the Dean of Students.

# DEFINITION SECTION

The SaVE Act expanded the role of colleges in their reporting and responding to crimes of Sexual Assault, Domestic Violence, Dating Violence, and Stalking. The New Mexico Revised Statutes, the U.S. Department of Health and Human Services, and the Campus SaVE Act contain the following definitions:

## Sexual Assault

Sexual assault happens when one partner is forced to take part in a sex act that they do not consent to. The Campus SaVE Act further defines "Sexual Assault" as an offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation. The U.S. Department of Health and Human Services defines sexual assault as:

*Sexual assault and abuse is any type of sexual activity that you do not agree to, including*:

- Inappropriate touching
- Vaginal, anal, or oral penetration
- Sexual intercourse that you say no to
- Rape
- Attempted rape
- Child molestation
-

Sexual assault can be verbal, visual, or anything that forces a person to join in unwanted sexual contact or attention. Examples of this are voyeurism (when someone watches private sexual acts), exhibitionism (when someone exposes him/herself in public), incest (sexual contact between family members), and sexual harassment. It can happen in different situations: in the home by someone you know, on a date, or by a stranger in an isolated place.

Rape is a common form of sexual assault. It is committed in many situations — on a date, by a friend or an acquaintance, or when you think you are alone. Educate yourself on "date rape" drugs. They can be slipped into a drink when a victim is not looking. Never leave your drink unattended — no matter where you are. Attackers use date rape drugs to make a person unable to resist assault. These drugs can also cause memory loss so the victim doesn't know what happened. Rape and sexual assault are never the victim's fault — no matter where or how it happens.

## Domestic Violence

Domestic violence, or intimate partner violence, occurs between two people in an intimate relationship. Domestic violence exists on a continuum from a single episode of violence to ongoing battering and control of one partner over another. Domestic violence can occur in any configuration of a relationship: straight, gay, lesbian, bisexual, transgender, etc. Domestic violence does not mean the use of force in self-defense or defense of another.

*Some examples of domestic violence include:*

**Physical violence:** physical harm caused by kicking, hitting, punching, biting, choking, slapping, or other physical attack. A threat causing immediate fear of bodily injury is also domestic violence.

- Criminal trespass
- Damage to property
- Repeatedly driving by a residence or workplace
- Harassment or telephone harassment
- Severe emotional distress: this is a category that is not very well defined in New Mexico law, but generally means severe emotional abuse causing a high level of distress in one person to the degree that the person needs protection from the abuser.
- Harm or threatened harm to children

## Dating Violence

According to the U.S. Department of Health and Human Services, dating violence is defined as when one person purposely hurts or scares someone they are dating. Dating violence happens to people of all races, cultures, incomes, and education levels. It can happen on a first date, or when you are deeply in love. It can happen whether you are young or old, and in heterosexual or same-sex relationships. Dating violence is always wrong, and you can get help.

*Dating violence includes:*

- Physical abuse like hitting, shoving, kicking, biting, or throwing things
- Emotional abuse like yelling, name-calling, bullying, embarrassing, keeping you away from your friends, saying you deserve the abuse, or giving gifts to "make up" for the abuse
- Sexual abuse like forcing you to do something sexual (such as kissing or touching) or doing something sexual when you cannot agree to it (like when you are very drunk)
- Dating violence often starts with emotional abuse. You may think that behaviors like calling you names or insisting on seeing you all the time are a "normal" part of relationships. But they can lead to more serious kinds of abuse, like hitting, stalking, or preventing you from using birth control.

## Stalking

According to the U.S. Department of Health and Human Services. Stalking is contact (usually two or more times) from someone who makes you feel afraid or harassed.

*Examples of stalking include:*

- Following or spying on you
- Sending you unwanted emails or letters
- Calling you often
- Showing up at your house, school, or work
- Leaving you unwanted gifts

You can be stalked by a stranger, but most stalkers are people you know, like a boyfriend or ex-boyfriend. Sometimes, a current partner will stalk you by calling very often, texting constantly, or asking where you are all the time. These may be signs of an abusive relationship.

Stalking is a crime and can be dangerous. To learn more about the laws against stalking, contact the National Center for Victims of Crime helpline. Stalking can be very frightening and can make you feel out of control, anxious, and depressed. It can affect your ability to sleep, eat, and work. If you are being stalked, get support from people who care about you.

## Cyber-stalking

According to the U.S. Department of Health and Human Services, cyber-stalking is using the Internet, email, or other electronic communications to stalk someone.

*Examples of cyber-stalking include:*

- Sending unwanted, frightening, or obscene emails, text messages, or instant messages (IMs)
- Harassing or threatening someone in a chat room
- Posting improper messages on a message board
- Tracking your computer and Internet use
- Sending electronic viruses
- Pretending to be you in a chat room

*If you are cyberstalked:*

- Send the person a clear, written warning not to contact you again
- If the stalking continues, get help from the police. You can also contact a domestic violence shelter and the National Center for Victims of Crime Helpline for support and suggestions.
- Print out copies of evidence, such as emails. Keep a record of the stalking and any contact with the police.
- Consider blocking messages from the harasser
- Change your email address
- File a complaint with the person's Internet Service Provider (ISP)

- Never post online profiles or messages with details that could be used to identify or locate you (such as age, sex, address, workplace, phone number, school, or places you hang out)

## Definition of Consent and Related Terms

Consent is required for all sexual encounters; it means that everyone involved in the encounter is there voluntarily, i.e., consensually. Though it is being described here in legal terms, consent is an important part of a healthy sexual relationship. It is the communication between individuals that assures that the sexual experience is mutually agreed upon. In our society, people do not often feel comfortable discussing sexuality, but regarding consent, you want to make sure that you and your partner(s) agree about sexual activity at all times. It's about checking in with each other and always making sure everyone feels safe and comfortable. Please read this definition to give you a better sense of what consent is:

**CONSENT**

Consent is an explicitly communicated, reversible mutual agreement in which all parties are capable of deciding about sexual activity in this case. No one person is in charge. Consent is informed, voluntary, and actively given. Consent exists when all parties exchange mutually understandable affirmative words or behavior indicating their agreement to participate voluntarily in sexual activity.

*The following points further clarify the meaning of consent*:

- Each participant in a sexual encounter must obtain consent for all sexual activities.
- Consent to one form of sexual activity does not constitute consent to engage in all forms of sexual activity.
- Consent consists of an outward demonstration indicating that an individual has freely chosen to engage in sexual activity. Relying on non-verbal communication can lead to misunderstandings. Consent may not be inferred from silence, passivity, lack of resistance, or lack of an active response alone. A person who does not physically resist or verbally refuse sexual activity is not necessarily giving consent.
- If at any time it is reasonably apparent that either party is hesitant, confused, or unsure, both parties should stop and obtain mutual verbal consent before continuing such activity.
- Consent may be withdrawn by either party at any time. Once withdrawal of consent has been expressed through words or actions, sexual activity must cease.
- An individual who is physically incapacitated from alcohol or other drug consumption (voluntarily or involuntarily), or is unconscious, unaware, or otherwise physically impaired, is considered unable to give consent. For example, one who is asleep or passed out cannot give consent.
- Individuals with a previous or current intimate relationship do not automatically give either initial or continued consent to sexual activity. Even in the context of a relationship, there must be mutually understandable communication that clearly indicates a willingness to engage in sexual activity.

- Consent is required in all relationships regardless of status: single, married, straight, same-sex, LGBTQQIA, etc.

**COERCION**. Consent is not effective if it results from the use or threat of physical force, intimidation, or coercion, or any other factor that would compromise an individual's ability to exercise his or her own free will to choose whether or not to have sexual contact. Coercion includes the use of pressure and/or oppressive behavior, including express or implied threats of harm or severe and/or pervasive emotional intimidation, which: (a) places an individual in fear of immediate or future harm or physical injury or (b) causes a person to engage in unwelcome sexual activity. A person's words or conduct amount to coercion if they wrongfully impair the other's freedom of will and ability to choose whether or not to engage in sexual activity. Coercion also includes administering a drug, intoxicant, or similar substance that impairs the person's ability to give consent.

**INCAPACITATION**. An individual is incapacitated when he or she is not able to make rational, reasonable judgments and therefore is incapable of giving consent. Incapacitation is the inability, temporarily or permanently, to give consent because the individual is mentally and/or physically impaired due to alcohol or other drug consumption, either voluntarily or involuntarily, or the individual is unconscious, asleep, or otherwise unaware that the sexual activity is occurring. In addition, an individual is incapacitated if he or she demonstrates that they are unaware of where they are, how they got there, or why or how they became engaged in a sexual interaction. Where alcohol is involved, incapacitation is a state beyond drunkenness or intoxication. Some indicators of incapacitation may include, but are not limited to, lack of control over physical movements, being unaware of circumstances or surroundings, or being unable to communicate for any reason. Individuals in a blackout state may or may not meet the definition of incapacitation. Such an individual may appear to act normally, but later may not recall the events in question. The extent to which a person in this state affirmatively gives words or actions indicating a willingness to engage in sexual activity and the other person is unaware – or reasonably could not have known – of the alcohol consumption or blackout, must be evaluated in determining whether consent could be considered as having been given.

**ALCOHOL and OTHER DRUGS (AOD)**: Northern considers sexual contact while under the influence of AOD to be risky behavior. Alcohol and other drugs impair a person's decision-making capacity, awareness of the consequences, and ability to make informed judgments. From the perspective of the Complainant, the use of AOD can limit a person's ability to freely and clearly give consent. From a Respondent's perspective, the use of AOD can create an atmosphere of confusion over whether or not consent has been freely and clearly sought or given. The perspective of a reasonable person will be the basis for determining whether a Respondent should have been aware of the extent to which the use of AOD impacted a Complainant's ability to give consent. Being intoxicated or impaired by AOD is **never** an excuse for sexual assault, sexual harassment, or other sexual misconduct and does not diminish one's responsibility to obtain consent. See Northern's Drug and Alcohol Prevention Policy.

# Directory of Local Support Services

Those seeking support in the wake of sexual assault or abuse can find help from many community sources, both on and off campus. For sexual assault survivor medical exams, reporting, and follow-up care, counseling, advocacy, and immigration assistance, for example, the following agencies (among other private providers) can be referral sources:

# Hotlines

| Name | Phone Number | Website |
|---|---|---|
| Crisis Center of Northern NM | 1-800-720-1656 | crisis-centers.com |
| Domestic Violence Help Line @ NM Legal Aid | Domestic Violence, Sexual Assault and Stalking Helpline 1-877-974-3400 8:30 a.m. – 5 p.m. Monday, Tuesday, Thursday and Friday, and 8:30 a.m. – 9 p.m. | http://bit.ly/1MQ21sG |
| Santa Fe SANE | 1-505-989-5952 | http://bit.ly/1SUAz0P |
| Hotline to Solace Treatment Center (Santa Fe Rape Crisis Center) | 1-800-721-7273 | |
| New Mexico Coalition of Sexual Assault Programs | 3909 Juan Tabo NE, Suite 6 Albuquerque, NM 87111 505-883-8020 phone 888-883-8020 toll-free | http://www.nmcsap.org |
| Domestic Violence Hotline, National | 1-800-799-7233 | |
| Safe Horizon (National Domestic Violence Organization) | 1.800.621.HOPE (4673) | http://www.safehorizon.org |
| National Center for Victims of Crime | 1-800-394-2255 | |
| Report Child Abuse | 1-800-797-3260 | |
| Hotline BIA National Child Abuse | 1-800-633-5155 | |
| National Suicide Prevention | 1-800-273-8255 | |

## Sexual Violence Referral Sources:

| | | |
|---|---|---|
| Crisis Center of Northern New Mexico | 577 El Llano Rd., Española, NM 87532 1- 800-206-1656 or, 505-753-1656 | http://crisis-centers.com |
| Eight Northern Indian Pueblos Council Peacekeepers | 706 A-1 La Joya St, Española, NM, 87532 505-753-4790 | |
| Tewa Women United (All women welcome) | 912 Fairview Lane Española, NM 87532 Monday-Friday 9 am-5 pm, 747-3259 | http://www.tewawomenunited.org |
| Los Alamos Medical Center Emergency Department | 3917 West Rd. Los Alams, NM 87544 505-662-4201 | |
| L.A. Family Council | 1505 15th Street, Suite C, 87544 505-662-4160 | http://www.lafamilycouncil.com |
| Esperanza Shelter for Battered Families | 2845 Agua Fria St. Santa Fe, NM 87507 505-474-5536 or 1-800-473-5220 | http://www.esperanzashelter.org |
| Solace Crisis Treatment Center (formerly known as the Santa Fe Rape Crisis Center) | 6601 Valentine Way Santa Fe, NM 87502 505.988.1951 | |
| Community Against Violence (CAV) | 945 Salazar Rd, Taos, NM 575.758.8082 or, 575.751.4824 | |
| Holy Cross Hospital - Taos | 1397 Weimer Rd, Taos, NM 87571 575-751-8990 | http://taoshospital.org |

## Victim Advocacy:

| | | |
|---|---|---|
| NM Attorney General Victim Advocacy Office | Agnes Cardenas, Program Manager 827.6089 | http://www.nmag.gov/victim-services.aspx |
| NM Crime Victims Reparation Commission | 8100 Mountain Rd. Pl., NE Albuquerque, NM 1.800.306.6262 | http://www.nmag.gov/victim-services.aspx |

| | | |
|---|---|---|
| First Judicial Victim Advocate Team | Andrew Pete,<br>RASO Building<br>1122 Industrial Park Rd<br>Española, NM 87532 753-7131 or 753-3329 | |

## Immigration and Visa Assistance:

| | | |
|---|---|---|
| Immigration Legal Resource Center. | (2008). Document gathering for self- petitioners under the VAWA Act | http://bit.ly/1MQ1fMf |
| Somos Un Pueblo Unido | 1804 Espinacitas St.<br>Santa Fe, NM, 87505<br>505-424-7832. | http://www.somosunpueblounido.org |
| Compensación de Victimas | 8100 Mountain Rd. Pl., NE,<br>ABQ., NM,<br>llame a 505-841-9432 *para ayuda en español.* | http://www.cvrc.state.nm.us/compensacion-de-victima/ |

## Legal Assistance:

| | | |
|---|---|---|
| New Mexico Legal Aid | 901 W. Alameda Street<br>Santa Fe, NM 505-982-9886<br>(Eleven offices in New Mexico) | http://www.newmexicolegalaid.org |

## Other:

| | | |
|---|---|---|
| **New Mexico Assistance, by County**: This CVRC PDF list is comprehensive, in addition to the local resources listed above. | | http://bit.ly/1SUyiml |
| **Student Health info, NNMC:**<br>**General Health**<br>**Student Insurance** | 747-2256 | |
| **Financial Aid Information: at NNMC:** | 505-747-2128 | **See:** Financial Aid webpage<br>Student Aid.gov |

# Disciplinary Proceedings and Sanctions for SaVE Act Crimes

## Rights and Options

When a student or employee reports to the school that the student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the school will provide the student or employee a written explanation of the student's or employee's rights and options as described in this document and through Federal regulation.

## College Proceedings in Cases of SaVE Act Crimes

In cases of sexual assault, domestic violence, dating violence, and stalking, Northern shall provide a prompt, fair, and impartial investigation and resolution. Proceedings shall be conducted by College officials who receive annual training on issues related to sexual assault, domestic violence, dating violence, and stalking. They shall receive training on how to investigate and the hearing process that protects the safety of victims and promotes accountability. In these proceedings, the accuser and accused are both entitled to the same opportunities to have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice. Both the accuser and the accused shall be simultaneously informed, in writing, of the outcome of the disciplinary proceeding, the College's procedures for the accused and the accuser to appeal the results of the disciplinary proceeding, any change to the results that occurs prior to the time that the results become final, and when the results become final.

## Investigations and Disciplinary Procedures

The Department of Human Resources and/or the Dean of Students Office conducts investigations that:

- Proceed independently of any action taken in the criminal or civil courts, as determined on a case-by-case basis.
- College procedures are not a substitute for criminal court proceedings.
- Do not require a victim/survivor to mediate directly with the person accused.
- May have possible sanctions that include, but are not limited to, warning, suspension, and dismissal, as defined in the applicable Handbook.
- Inform both the victim/survivor and the accused person of the outcome in writing.

## Sanctions

Sexual assault, domestic/dating violence, and stalking are criminal acts that carry criminal and civil penalties under state and/or federal law. Such conduct is also contrary to Northern's Title IX policy and can lead to administrative and/or disciplinary action. **College students** found responsible for committing such conduct may be subject to the following College sanctions: warnings, academic probation, academic suspension up to and including expulsion, restricted access to College property, organizational sanctions, program/support termination, restitution, or other sanctions permissible under College policy. **Northern employees,** including student workers, found responsible for committing such conduct may face sanctions, including, but not limited to, verbal

warnings, written reprimand, suspension, up to and including termination of employment, or other action permissible under College policy.

## Retaliation

Both Federal and State law prohibit anyone from retaliating against anyone who has opposed an unlawful discriminatory practice or has filed a complaint, testified, or participated in any proceedings under Federal or State law. Retaliation against an employee or student for filing a sexual harassment complaint is strictly prohibited and grounds for a subsequent harassment complaint and possible disciplinary action up to and including termination or expulsion. [Northern Title IX Grievance Policy 1320].

# Sexual Assault, Domestic/Dating Violence, and Stalking Prevention

Northern strives to foster a positive learning, working, and living environment that promotes every individual's ability to work and study without fear of sexual harassment, sexual violence, or violence in general. The following College departments work collectively to bring awareness about sexual harassment/assault, domestic/dating violence, and stalking to Northern's campus community.

## Office of Equity and Diversity

The Office of Equity and Diversity (OED) utilizes a 5-point framework for addressing equity and diversity on campus. The framework includes objectives and measures in each area. OED hosts and continues to develop on and off-campus collaborations with students, faculty, staff, community non-profits, governmental agencies, and community members at large. Our goal is to become a campus and community resource that helps address wide-ranging issues of equity and diversity that engage issues of access, success, and community health. The OED Framework includes: 1. Policy and Procedures, 2. Cultural Climate and Welcoming and Safe Environment, 3. Curriculum Development, 4. Research and Creative Support for Students and Faculty, and 5. Community Outreach (On and Off Campus).

Since its establishment in 2012, the OED has worked to create educational opportunities and activities that raise awareness about the core issues addressed in the Clery Act and VAWA. Events are planned for each Domestic Violence Awareness Month, Sexual Assault Awareness Month, and Women's History Month. Examples of specific activities include organizing Take Back the Night events, Denim Day events, hosting speakers and films, hosting campus community dialogues, and other such events as The Clothesline Project. Working in collaboration with community organizations such as Tewa Women United and Strong Families New Mexico, we have brought in nationally renowned speakers from "A Call to Men," and have established circles on campus and in the community to address the ongoing and interconnected roots of violence. OED has a continuous commitment to bringing awareness to sexual, dating, domestic violence, and stalking, with the end goal of working towards nonviolence for all of our communities.

# EDUCATIONAL ACTIVITIES

In addition to the individual support of a victim/survivor of sexual assault, domestic violence, dating violence, and/or stalking, Northern is dedicated to creating a campus climate intolerant of sexual assault, intimate partner violence, and stalking. We aim to foster an academic environment that encourages students, faculty, and staff to engage in research and advocacy aimed at eradicating all forms of violence in our community. Northern utilizes partnerships with regional governmental and non-profit organizations such as the Rio Arriba Health Council, Tewa Women United, Strong Families New Mexico, Santa Fe Mountain Center, Eight Northern Indian Pueblo Council, Peacekeepers, Circle of Life, Local Collaborative 18, Hands Across Cultures, Boys and Girls Club, and many others to create opportunities for sharing resources to bring educational opportunities to Northern, specifically, but to the Española Valley, in general.

Many offices on campus, including the Office of Equity and Diversity, EXITO Counseling Services, Student Activities, Dean of Students, Financial Aid, and Northern Security, have members on a Clery Act/VAWA Task Force, formed in Spring 2015. This group meets regularly to discuss ongoing efforts to bring awareness to the issues regarding these and all aspects of campus security. Compliance with the mandates of the Clery/VAWA/SaVE laws is of utmost importance to our institution, but we strive to work beyond the standard of compliance to create an atmosphere of safety, security, and respect for all.

SaVE Act activities on campus are often inter-departmental and have provided numerous ongoing educational programs in the effort to reduce the risk of sexual violence. Beginning with the new student summer orientation, and continuing throughout the year, new and returning students are provided the opportunity to attend educational presentations related to sexual violence prevention. In addition, posters and electronic communications designed to reduce the risk of sexual violence are placed throughout the Northern campus to reinforce the information provided through professional development training presentations and campus events. In addition to the aforementioned offices that specifically support victims/survivors, Northern promotes participation in activities by all constituencies on campus: students, faculty, staff, administration, and the greater community.

The Office of Student Activities is responsible for the planning, support, and development of campus social activities. Its staff assists student organizations and collaborates with other academic and student support offices to co-sponsor events throughout the NNMC campus. Student Senate also provides support for student-initiated endeavors that seek to address sexual assault, domestic and dating violence, stalking, and prevention. Student Activities will earmark funding each academic year to support initiatives that bring awareness to sexual assault, domestic and dating violence, and stalking, including, but not limited to, funding speakers, awareness activities, showing films, and campaign promotions. Student Senate will evaluate individual/campus organization proposals on a case-by-case basis.

## Educating Students and Staff About Sexual Offenses

### Violence Education Programs

Northern New Mexico College has a Violence Prevention Awareness Program addressing sexual violence, relationship violence, and mental violence. The Violence Prevention Awareness Program strengthens campus and community victim/survivor advocacy and services. The program provides staffing and resources to build a comprehensive education and prevention effort on the NNMC campus. Program leaders work collaboratively to create student awareness through activities and training. Title V sponsors the Mental Health Counseling Office.

## Sexual Offender Registration

In accordance with the Campus Sex Crimes Prevention Act of 2000 (CSPA), Northern is providing a link to the New Mexico Department of Public Safety for law enforcement agency information concerning registered sex offenders. The CSPA requires institutions of higher education to inform the campus community where law enforcement information about registered sex offenders may be obtained. It also mandates that sex offenders who are required to register in a State must provide notice to each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student. Additionally, the New Mexico Sex Offender Registration and Notification Act requires a convicted sex offender who is employed by, enrolled at, volunteering with or carrying on a vocation at an institution of higher education to register with the colleges law enforcement department, the college registrar, the county sheriff for the county in which the higher education institution is located as well as the county sheriff for the county in which the sex offender resides. Registration at Northern is administered by the Registrar's Office.

A list of registered sex offenders is available online from the New Mexico Department of Public Safety at http://www.nmsexoffender.dps.state.nm.us/ or by calling the Rio Arriba County Sheriff's Department at (505) 753-3329.

## Hate Crimes and Incidents of Bias

Northern New Mexico College must report by category of prejudice the following crimes reported to campus security authority or local police agency that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability:

- **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguishes them as a distinct division of humankind (e.g., Asians, blacks, whites).
- **Gender.** A preformed negative opinion or attitude toward a group of persons because those persons are male or female
- **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).

- **Sexual orientation.** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).
- **Ethnicity/national origin.** A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs, and traditions (e.g., Arabs, Hispanics)
- **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

**Additional Hate Crime categories:** (Note: these crimes are only reported in the annual statistics if the crime is considered a hate crime.)

- **Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Constructive possession is where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.)
- **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Destruction/Damage/Vandalism of Property (Except "Arson"):** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it. *Revised 02.2014*

**Reporting a Possible Hate Crime or Bias Incident**

If you, someone you know, or a group within our college community has experienced bias, discrimination, or hostility, please report the incident to college authorities (Campus Security Officer, Dean of Student Services, and Human Resource Director). We are concerned about incidents based on actual or perceived race, color, creed, religion, national origin, gender, gender identification, age, marital status, disability, public assistance status, veteran status, and/or sexual orientation. Northern New Mexico College is ready and willing to provide support and address disrespectful bias and discrimination within our community. We need to know what happens and how often so that we can respond and help those who are targeted. By reporting incidents, you become part of the solution. We encourage you to report potential crimes and incidents before removing any evidence of bias.

**Reasons for reporting an incident:**

- So you or someone you know can receive support
- So any damage to property can be repaired
- So we can follow up with any alleged perpetrators

- So we can track campus climate and work towards improving it
- So we can try to prevent further acts of bias
- Because suffering in silence can be a suffocating experience

## Missing Student Notification Policy & Procedure

The purpose of this policy is to provide procedures for reporting, investigating, and making emergency notifications regarding any residential student of Northern New Mexico College (NNMC) who has been determined to be missing.
This policy applies to all part-time and full-time students residing in NNMC-owned dorms, whether on or off campus. Currently, the only dormitories that NNMC owns are located on the El Rito Campus.

### Student Contact Information

Residential students have the opportunity to register and list an individual whom NNMC will contact within 24 hours after the student is determined to be missing. The contact person may be a parent, legal guardian, or other person of the student's choosing, except if the student is under 18 years of age and is not emancipated, NNMC must notify a custodial parent or legal guardian no later than 24 hours after the time that the student is determined to be missing. Student contact information is held confidential and is accessible only to authorized NNMC officials and law enforcement involved in a missing person investigation.

### Missing Student Notification Procedures

NNMC students, employees, or other individuals who have reason to believe that a residential student is missing should immediately report their concerns to the NNMC Security department. The NNMC security department will, as appropriate, engage staff and students throughout the campuses in an immediate effort to locate the student. These efforts may include, but are not limited to:

- Contacting the student via his or her telephone and/or email.
- Checking the student's residence; determining if the student has been in class.
- Checking with roommates, friends, and others who may have relevant information.

If these efforts are unsuccessful in locating the student, NNMC security will inform the Dean of Students that the student is missing, and the following will occur:

- The Dean of Students, or designee, will notify the student's designated missing person contact within 24 hours of being informed by NNMC security that the student is missing.
- If the missing student is under the age of 18 and is not emancipated, the Dean of Students, or designee, will notify the student's custodial parent or legal guardian within 24 hours of being informed by NNMC security that the student is missing.
- NNMC security will notify any other law enforcement agencies, as appropriate, for purposes of coordinating the investigation and continuing efforts to locate the student.

- The Dean of Students will initiate actions deemed appropriate under the circumstances in the best interest of the missing student. For example, contacting the student's instructors may occur if necessary or beneficial in the situation to the student and/or instructors.
- Security cameras will be viewed in an attempt to determine the last time that the student was on campus and who they were with.

**Notification of Missing Student Policy**
Students will receive notification of this Policy annually in the Annual Security Report and as part of the housing registration process for residential students.

## Campus Crime Statistics

In accordance with the Jeanne Clery Act, all colleges and universities are required to report statistics for the three most recent calendar years concerning the occurrence on campus, in or on non-campus buildings or property, and on public property of the following that are reported to local police agencies or to a campus security authority:

# NNMC Clery Act Criminal Statistics for 2023, 2024 and 2025

| | on campus | | | residential facilities for students on campus | | | noncampus buildings | | | on public property | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 2023 | 2024 | 2025 | 2023 | 2024 | 2025 | 2023 | 2024 | 2025 | 2023 | 2024 | 2025 |
| **Criminal Homicide total** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Murder and Nonnegligent Manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Negligent manslaughter | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Sexual Assault (Sex Offenses) total** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Forcible Sex Offenses (includes rape) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Nonforcible Sex Offenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fondling | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Incest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Statutory Rape | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Robbery** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Aggravated Assault** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Burgulary** | 1 | 4 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Motor Vehicle Theft** | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Arson** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Arrest total** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violations | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Illegal Weapons Possession | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Disciplinary Referral total** | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violations | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Illegal Weapons Possession | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Domestic Violence** | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Dating Violence** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Stalking** | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Larceny-Theft** | 0 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Simple Assault** | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Intimidation** | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Destruction/Damage/Vandalism of Property** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

## Definitions:

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

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

**Bias Incident:** Expressions of disrespectful bias, hate, harassment or hostility against an individual, group or their property because of the individual or group's actual or perceived race, color, creed, religion, national origin, gender, gender identification, age, marital status, disability, public assistance status, veteran status and/or sexual orientation can be forms of discrimination. Expressions vary, and can be in the form of language, words, signs, symbols, threats, or actions that could potentially cause alarm, anger, fear, or resentment in others, or that endanger the health, safety, and welfare of a member(s) of the College community, even when presented as a joke

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

**Consent:** Consent is informed, freely and actively given, and mutually understood. If physical force, coercion, intimidation, and/or threats are used, there is no consent. If the victim/survivor is mentally or physically incapacitated or impaired so that the victim/ survivor cannot understand the fact, nature or extent of the sexual situation, and the condition was or would be known to a reasonable person, there is no consent. This includes conditions due to alcohol or drug consumption, or being asleep or unconscious.

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

**Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of temporary or permanent mental or physical incapacity.

**Forcible Rape:** The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or

because of his/her youth).

**Forcible Sex Offenses:** Any sexual act directed against another person, forcible and/or against the person's will; or not forcible or against the person's will where the victim is incapable of giving consent.

**Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of temporary or permanent mental or physical incapacity.

**Hate Crime:** A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, or ethnicity/national origin.

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

**Incest:** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

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

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

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

**Negligent Manslaughter:** The killing of another person through gross negligence. **Non-Campus Property:** Any building or property owned or controlled by a student organization that is officially recognized by the institution, or that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. *Revised 02.2014*

**Non-Forcible Sex Offenses:** Unlawful, non-forcible sexual intercourse.
**On Campus:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support

of, or in a manner related to, the institution's educational purposes. Also, any building or property that is within or reasonably contiguous to the area identified in the first part of this definition that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**Professional counselor:** A person whose official responsibilities include providing mental health counseling to members of the Northern community and who is functioning within the scope of his or her license or certification. (Note: professional counselors are not campus security authorities for reporting campus crime statistics when acting in their counseling capacities.)

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

**Referred for campus disciplinary action:** The referral of a student to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction. (Note: These referrals do not include those students already counted in the arrest categories for liquor law violations, drug law violations, and arrests for weapons violations, but will include students referred for disciplinary action for a major crime (murder, sexual offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, and manslaughter).

**Relationship Violence:** Relationship violence means causing physical harm or abuse, and threats of physical harm or abuse, arising out of a personal, intimate relationship. Relationship violence often is a criminal act that can be prosecuted under New Mexico state law, as well as under the Student Conduct Code and employee discipline procedures.

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence, and/or putting the victim in fear.

**Sexual Assault With an Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of temporary or permanent mental or physical incapacity.

**Sexual Assault:** Sexual assault is actual, attempted, or threatened sexual contact with another person without that person's consent. Sexual assault often is a criminal act that can be prosecuted under New Mexico state law, as well as under the Student Conduct Code and employee discipline procedures.

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

# Fire Safety

Fire safety at NNMC includes an assortment of measures directed at preventing fires and enhancing the safety of all visitors and members of the campus community. Fire safety is a cooperative endeavor reflecting the efforts of members of the Police, Fire, Security, Facilities, and Housing Departments. This cooperative relationship includes testing of fire alarms and systems and fire drills. In the event of a:

**Small Fire**

- Notify others nearby, call 911
- If safe, use a fire extinguisher
- If fire remains after one minute, get out

**Large fire/smoke**

- Notify others, call 911
- Activate fire alarm
- Leave the building quickly, using the stairs
- If can't escape, use a safe refuge area

NNMC Housing policies prohibit using electrical equipment requiring heavy electrical output or high fire potential, such as cooking, electric heating devices, and tampering with security and fire equipment. Failure to comply may result in sanctions, including contract termination, removal from NNMC housing, and/or disciplinary action by the NNMC Dean of Students. In compliance with the New Mexico Clean Indoor Act, as amended, smoking of tobacco products is prohibited in NNMC buildings, facilities, and vehicles. Smoking is allowed only in designated areas.

# Smoking Policy

Northern New Mexico College is committed to promoting wellness, prevention, and providing a healthy environment in which to learn, work, and visit. Therefore, smoking and the use of tobacco products are prohibited on College property, except in designated smoking areas. This policy applies to cigarettes, cigars, pipes, smokeless tobacco, all other tobacco products, and other legal smoking preparations, including but not limited to hookahs, electronic cigarettes, and clove cigarettes. This policy applies to all vehicles on college property, including privately owned vehicles, and all property owned, leased, operated, or under the control of Northern, including the El Rito Campus.

In 2013, the New Mexico Legislature passed Senate Memorial 63, which requests that the governing bodies of each public post-secondary educational institution in the state adopt a tobacco-free campus policy, effective July 2014

## Compliance and Cooperation

The success of maintaining a tobacco-free campus requires thoughtfulness, consideration, and cooperation between smokers and nonsmokers. Members of our campus community are empowered to respectfully inform others about this policy in an ongoing effort to enhance awareness and encourage compliance. Enforcement of this policy will depend upon the cooperation of all faculty, staff, students, and visitors, not only to comply with this policy, but also to encourage others to comply with the policy, in order to

to promote a healthy environment in which to work and study. Repeated and/or serious violations by students may be referred to the Dean of Students for review and action in accordance with the Student Code of Conduct. Repeated and/or serious breaches by faculty and staff should be referred to the cognizant dean, director, or department head. Students, faculty, and staff violating this policy are subject to disciplinary action.

## Resident Hall Fire Evacuation Procedures

When noticing a fire-related emergency, such as the sight or smell of smoke, any electrical Equipment sparking, or the assumption that there may be a fire-related emergency, the individual noticing the emergency must evacuate the immediate area and initiate the following procedure(s).

- Locate and activate the nearest emergency pull station.
- Call 911 and advise the dispatcher of the emergency.
- Notify others nearby, this includes staff and/or residents who are designated to notify each room by knocking on the doors and calling out "FIRE, FIRE, FIRE!" This is to ensure that sleeping persons are awakened. This is done only when safety and time permit. These persons are not expected to enter a smoke-filled corridor or housing unit to attempt evacuation.
- Designated individuals in Blue Vests will ensure an accounting of all known residents; such duties would fall upon Resident Directors/Assistants, apartment managers, Housing maintenance/custodial staff, or, in the case of married student housing, an adult member of the family.
- Due to the rapid spread of fire and smoke traditionally related to this type of occupancy, a selective evacuation is not permitted. The entire dormitory or connected buildings must be evacuated regardless of the size of the fire. Anyone calling to report a fire must inform the dispatcher of the building name and/or street address, if known. Additional information should include:
- Location of emergency within or near the facility
- The extent of the emergency (one room, a vehicle, the first floor, etc.).
- Whether or not the building is being, or has been evacuated.
- If there are any known persons who cannot evacuate on their own for whatever reason
- If the fire is spreading, contained, or if it has been extinguished
- If the fire alarms are sounding or if the sprinkler system has activated.
- Any other notable information that would help emergency responders, such as
- Color of smoke
- What started the fire, if known?
- Any known injuries
- Any suspicious people or objects in the area of the emergency
- Any other information that you feel would be helpful
- An individual who is knowledgeable of the situation should be designated to stand outside and advise the first emergency responder of the location and current situation
- When the building has been evacuated, do not allow anyone to re-enter until directed by the responding emergency personnel. The only agencies authorized to allow re-entry is the Senior Fire Officer, Campus Security, or other authorized

representative. Anyone wanting further information or training on fire evacuation procedures should contact the NNMC Safety Department at 505-747- 2158

## Fire Safety Statistics

| NNMC Fire Safety Report 2023 | Number of Fires | Cause | Injuries | Deaths | Damage Value |
|---|---|---|---|---|---|
| North Dorm | 0 | 0 | 0 | 0 | 0 |
| South Dorm | 0 | 0 | 0 | 0 | 0 |

| NNMC Fire Safety Report 2024 | Number of Fires | Cause | Injuries | Deaths | Damage Value |
|---|---|---|---|---|---|
| North Dorm | 0 | 0 | 0 | 0 | 0 |
| South Dorm | 0 | 0 | 0 | 0 | 0 |

| NNMC Fire Safety Report 2025 | Number of Fires | Cause | Injuries | Deaths | Damage Value |
|---|---|---|---|---|---|
| North Dorm | 0 | 0 | 0 | 0 | 0 |
| South Dorm | 0 | 0 | 0 | 0 | 0 |

# Appendix A

## Local Law Enforcement Response to Sexual Assault (SA), Domestic and Dating Violence, and Stalking for Española, New Mexico

**Española City Police Department (EPD):** call 753-5555 or 911 to report an incident.

1. An officer would be dispatched, take a statement, and file a report. The officer would try to make contact with the suspect; if no contact is made, the suspect would be referred to the Criminal Investigation Division. If found, the individual perpetrator would be arrested.
2. The survivor would be sent to the Española Hospital Emergency Department, or ED [the closest facility, for triage purposes], then on to Christus St. Vincent Regional Medical Center in Santa Fe for a Rape Kit Exam, for preservation of chain of evidence (this exam is not currently available at Española Hospital, and there is presently no SANE nurse in Espanola).
3. If it is not safe to return home, the survivor will be taken to CCNNM (Crisis Center of Northern New Mexico), at 577 El Llano Rd, Española, NM 87532, (505) 753-1656. At the Center, assistance is available with filing applications for restraining orders, and transportation to Santa Fe for filing is also provided.
4. Orders of Protection, or an OFP (defined in a section above) - a packet would be given by the ***officer*** to the survivor, to have them fill it out. **Emergency OFPs** are available for up to 72 hours. If it is determined that the survivor is in *grave danger*, the officer will call the judge to get an emergency OFP.

**Rio Arriba County Sheriff's Office (RASO):** call 753-7131 or 911 to report an incident.

1. The officer will obtain all information, including the physical address, and file a report.
2. A warrant would be filed against the perpetrator if they see physical abuse
3. An ambulance may be called to the scene.

**State Police (SPO):** call 753-2277 or 911 or CCNNM at 753-1656 to report an incident.

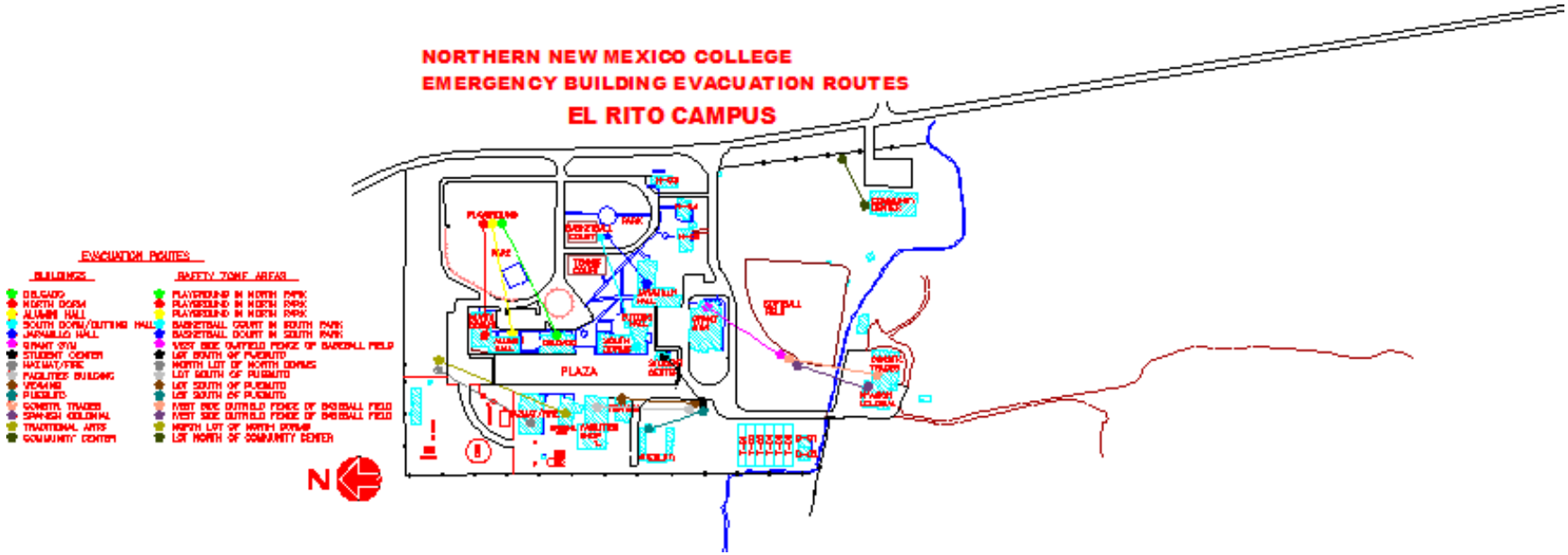
1. The officer will walk the survivor through the process and give out a Domestic Violence or Rape Packet
2. Survivor will be sent for a Rape Kit Exam to Christus St. Vincent Regional Medical Center, in Santa Fe (505.983.3361)
3. An officer can issue a lawful order for "No Contact" until an actual restraining order can be filed

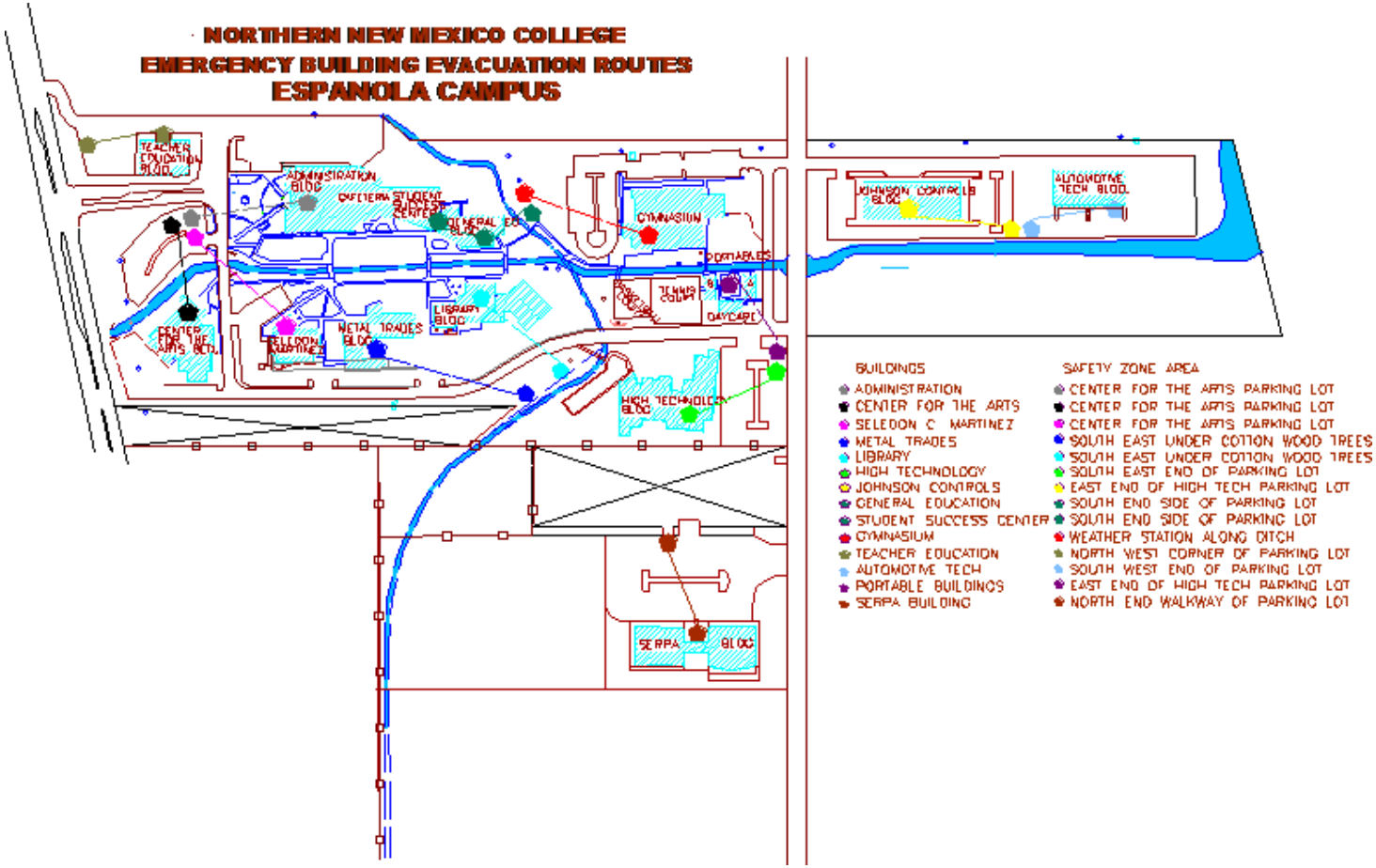
**Tribal Police, Santa Clara Pueblo Tribal Law Enforcement (SCPTLE),** call 753-7326

The SCPTLE holds jurisdiction at the location of Northern New Mexico College. If a Native American student is victimized and belongs to a different tribe, they will be directed to the appropriate tribal law enforcement agency. The SCPTLE would do the investigation and refer the student to the Hospital or Social Services. After the investigation, it then goes to the BIA (Bureau of Indian Affairs). If the victim is in *great danger*, an OFP would be ordered from the Tribal Court immediately.

NORTHERN New Mexico College

## Appendix B El Rito Campus Evacuation Map



NORTHERN New Mexico College

## Appendix C Espanola Campus Evacuation Map