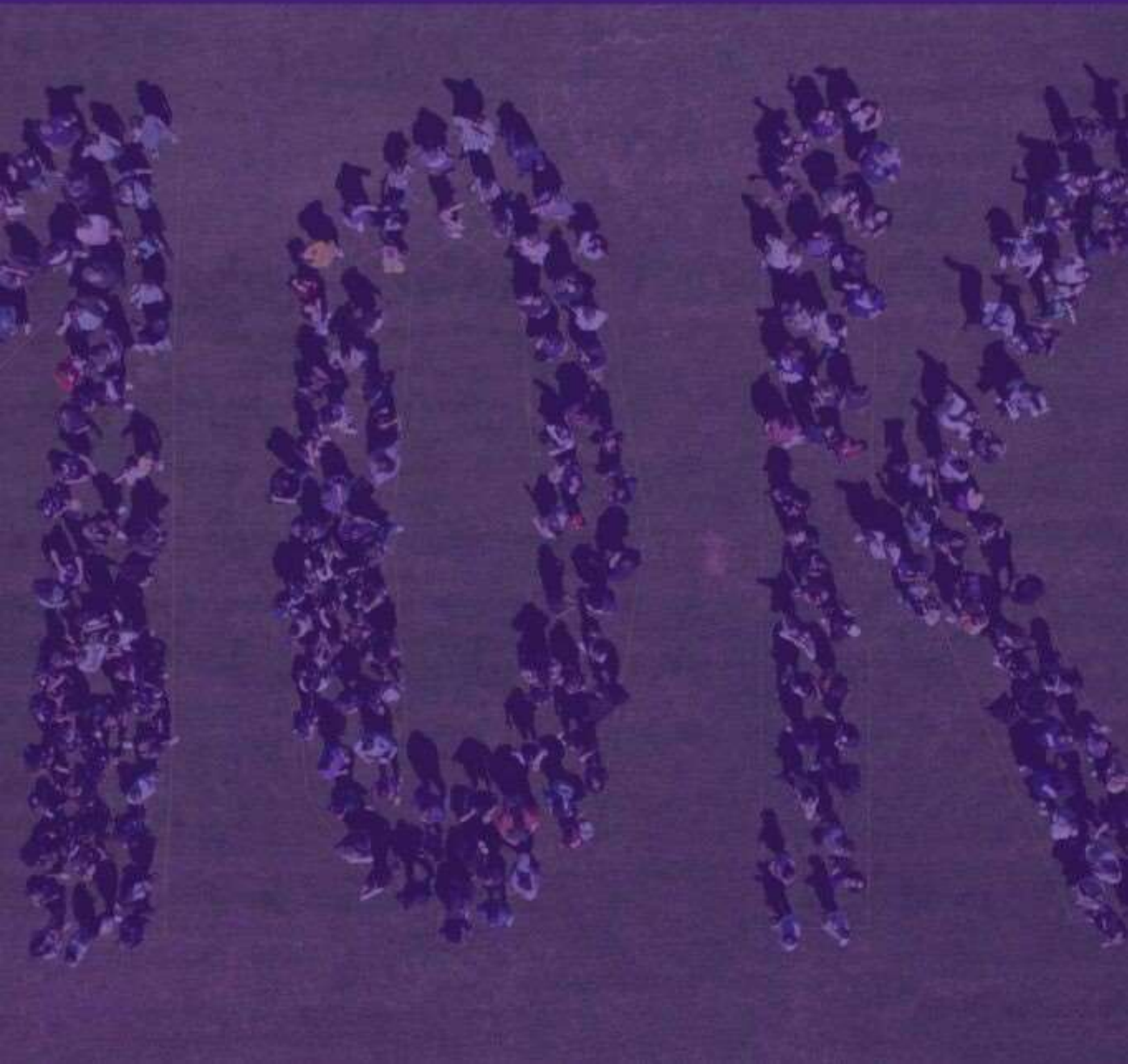


LSUS

**2024 ANNUAL SECURITY
& FIRE SAFETY REPORT**



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Emergency and Resource Numbers

Emergencies and First Responders

- Emergency **911**
- LSUS Police Department 318-455-5497 (Cell)
318-797-5082 (Office)
- Shreveport Police Department 318-673-7300
- Shreveport Fire Department 318-673-6650
- Caddo Parish Sheriff's Office 318-675-2170
- State Fire Marshal's Office 318-676-7145 or 800-256-5452
- [LSUS Emergency Response Guide](https://www.lsus.edu/lsus-emergency-response) <https://www.lsus.edu/lsus-emergency-response>

Area Medical Facilities

- Christus Shreveport-Bossier Health System
 - Highland Shreveport 318-681-5000
 - Bossier City ER Hospital 318-681-7000
- Ochsner LSU Health Shreveport 318-626-0000
- Willis-Knighton Health System
 - Pierremont 318-212-3000
 - Quick Care Pierremont 318-212-3520
 - Main Medical Center 318-212-4000
 - South 318-212-5000
 - Bossier City 318-212-7000

On Campus Resources

- Dean of Students 318-797-5116
- Title IX Coordinator and Equity Officer 318-797-5071
- Student Advocacy 318-795-2402
- Community Standards 318-797-5117
- Counseling Services 318-797-5365
- Disability Support Services 318-795-2402
- Student Activities 318-797-5393
- Admissions and Records 318-797-5061 or 800-229-5957
- Financial Aid 318-797-5363
- Student Success Center 318-795-2486
- Career Services 318-797-5062

Message from the Chancellor



Dear LSUS Community,

Since my arrival at LSUS in July 2023, I have been struck by what a caring and welcoming community this is. As part of our obligation under the Clery Act, LSUS is committed to transparency in reporting to the campus incidents of criminal activity that occur on campus. This report will provide detailed crime statistics for the past year. Dr. Robert T. Smith Chancellor

Message from the Chief of University Police.



Dear Pilots and other campus stakeholders,

I am the Chief of Police for Louisiana State University in Shreveport. Since assuming the helm September 1st of last year, our police department has made great strides in the improvement of our training, equipment, accessibility to the students/staff/faculty, and in our service to the university. Like you, it was an easy choice to want to be a part of such a fine institution whose mission is for your success or that of your loved ones in a safe and supportive environment. The LSU Shreveport Administration and Police Department are committed to this effort. Please review our annual report and how it pertains to the mandated reporting of certain crimes regarding Sex, 'Power-Based', Domestic and other types of violence and incidents on or around campus properties during this past year. Information such as this, is invaluable to our department and the university in how we can increase the quality of life for those entrusted to us through our service. Remember, the LSU Shreveport Police Department provides around the clock service to the students and faculty at the university. Please feel free to reach out to us if needed or to report anything suspicious that needs our attention. See you on campus!

Allen D. Johnson, Chief of Police

(318) 795-2392

The Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) is the landmark federal law, originally known as the Campus Security Act, which requires colleges and universities across the United States to disclose information about crime on, and around, their campuses.

Because the law is tied to participation in federal student financial aid programs, it applies to most institutions of higher education, both public and private. The U.S. Department of Education is the governing agency that enforces the Clery Act. The Clery Act is amended by the federal government frequently with the most recent changes reflected in October 2022.

Who was Jeanne Clery?

Unfortunately, most laws, rules, or acts named in the United States are done so in a posthumous fashion and the Clery Act was no different. The Clery Act is in memory of 19-year-old university freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986.

Jeanne's parents, Connie and Howard, discovered that the other students had not been informed about 38 violent crimes on their daughter's campus in the three years before her murder. They joined with other campus crime victims and persuaded Congress to enact this law, which was originally known as the "Crime Awareness and Campus Security Act of 1990."



Today's Legal Mandates

The Clery Act requires colleges and universities to:

- Publish an annual security report (ASR) to the campus by the 1st of October containing policies and resources relevant to the campus community along with statistical information for select crimes that were reported for the three (3) previous calendar years. This report is known as the Annual Security Report, and the statistics compiled are categorized within specific geographical locations (explained in detail below).
- If the college or university has on-campus living facilities, they must also complete an annual Fire Safety Report and publish it to the campus community. This document would provide statistics of any reported fires as well as fire prevention, safety, and response policies. Because LSU Shreveport meets this requirement by possessing the *Pilots Pointe Apartments*, their combined document is published as the Annual Security and Fire Safety Report, or ASFSR.
- Provide "timely warning" notices to the campus. LSU Shreveport issues these for two main reasons. One, there is an urgent incident that could negatively affect the wellbeing of students, visitors, and employees or two, a specific crime has been reported that has not been resolved through a concluded investigation that could pose an on-going threat.
- Keep, and disclose upon request, a public crime log that tracks all crimes or incidents that occurred within the patrol jurisdiction of the LSU Shreveport Police Department. The log includes the case report number, officer(s) involved, the location, and the nature of the incident. This log would also contain any crimes reported via the Campus Security Authority program. Access to the log is available on business days between the hours of 8:00am and 4:30pm. The log consists of crimes reported in the previous sixty days.
- Publish all Hate Crimes reported to, or discovered by, the LSU Shreveport PD.
- Publish all VAWA related crimes reported to, or discovered by, the LSU Shreveport PD

LSU Shreveport Obligations

The Chief of Police at LSU Shreveport along with the Clery compliance officer is responsible for the collection, reporting, and dissemination of the annual crime statistics from various police agencies across the country, with campus security authorities, various campus offices, and the LSU Shreveport Athletics Department for inclusion into the Annual Security and Fire Safety Report and to the Department of Education. The appropriate authorities will investigate all reports. This report is published electronically annually to the LSU Shreveport website and distributed by email to all current students and faculty/staff by October 1st.

The LSUS PD will investigate every crime on campus and/or request assistance from other local law enforcement agencies, if needed. In addition, other key members of LSU Shreveport have provided data, insight, and another level of review prior to dissemination.

Clery Act Philosophy

It should be mentioned that this report, and the Clery Act requirements, are not just about “collecting the numbers” when it comes to statistics. The LSUS PD wants to also inform the campus community about the many programs, resources, and policies available should they unfortunately find them to be the victim of a crime.

Furthermore, it is the hope that everyone will be empowered to point their friends and colleagues to the LSUS PD when they tell you that something has happened to them. Let us face the reality, there is a very big possibility that you would know of an incident long before the LSUS PD were ever informed. Moreover, if that were the case, the LSUS PD wants to ensure that the available resources are provided to that person in need. It should also be noted that the LSUS PD could not do this on their own and, as this document shows, there is a larger collaboration behind the scenes between the many services provided through the LSU Shreveport Dean of Students and the LSUS PD.

Finally, this document should also offer some useful information for the families of prospective students as they make their final decisions regarding their choice for college. These reports, regardless of the college or university, must possess crime statistics that are error free and factual. Periodically, the federal government conducts audits of these reports, and they will either levy hefty fines, or withhold federal student aid, when any errors are found.

Police Agencies with Jurisdiction on Campus



LSU Shreveport Police Department

LSUS Police Department

The primary mission of the LSU Shreveport Police Department (LSUS PD) is to maintain a safe living, learning, and working environment.

The LSUS PD are the first responders to campus incidents or events. All uniformed officers of the LSUS PD are State of Louisiana employees. Under Louisiana’s Revised Statute Code 17:1805, all LSUS PD officers are designated as a “University or College Police Officer” who are responsible for maintaining general order and exercising police power on the campus of a state-supported or private college or university. These officers are by law allowed to carry service weapons, initiate law enforcement intervention for crimes, develop probable cause, and effect the arrests of suspects for criminal and/or university violations.



The LSUS PD is operational 24 hours / 365 days of the year and is available to respond at a moment’s notice to any incident on campus. The jurisdiction of LSUS PD Officers is typically limited to the land, structures, streets/roadways, parking facilities, and all other property under the control of and designated for use by LSU Shreveport.

An item to note is that all LSUS PD Officers have statewide jurisdiction and that some incidents may originate from, or terminate, at another location in the state of Louisiana with respect to the property of LSU Shreveport. If that were to occur, communication with that governing jurisdiction will always be made as a courtesy.

LSUS Police encourages accurate and prompt reporting of crimes to campus police and appropriate law enforcement agencies, when the victim elects to or is unable to make a report.

LSUS police monitors through local law enforcement agencies and criminal activity in which students engaged at any off-campus locations including off-campus student housing of student organizations officially recognized by LSU Shreveport. LSU Shreveport does not have any officially recognized student organizations with off-campus locations.

Along with traditional police duties, LSUSPD officers are trained in First Aid/ CPR/Stop the Bleed, Active Aggression Response, and are in the process training in improved AED / medical kits which are now positioned in key locations around campus to be able to respond to emergencies in a timely manner.

The LSUS Police Department has added several part-time officers to increase officer presence, campus safety, and threat deterrence. The Police department has recently updated much of its equipment to increase safety on campus and officer's capacity to respond to multiple situations. Beginning with the fall of 2024, LSUS PD opened a new police operations station inside the University Center on the first floor. This higher profile office is normally manned Monday through Friday, from 08:00 AM to 04:30 PM, providing students and faculty with easy access to the police department for questions, complaints, compliments, concerns, and increased sense of security. Additionally, the high visibility location serves as a relationship facilitator between students and the college Police Department.

Additional Duties

The LSUS PD takes calls for service from the campus community seriously and wish to remind everyone to be aware of his/her surroundings both on and away from campus. For all needs or questions, please call (318) 455-5497 to speak to an officer or simply use the QrCode to start a call.



Call LSUS Campus Police

LSUS PD Officers can also provide the following services for those on campus:

- Vehicle Boost, or Jump Start – Sometimes a battery just gets weak over the years. Call the LSUS PD if your vehicle does not start while parked on campus. The Officer will ask you to put your hood up and they will need to know which parking lot you are in.
- Escort, or “Walk and Talk” – In the event that a campus community member needs to stay late on campus for whatever reason, LSUS PD Officers are available to escort that member to their privately-owned vehicle. Please note that because of liability reasons, the LSUS PD is not a ride-sharing company.

Shreveport Police Department



The LSUS PD and the City of Shreveport Police Department have a long history of coordination and cooperation when responding to crimes/incidents on university property and the surrounding areas. The Shreveport Police Department (SPD) is the primary law enforcement agency for Shreveport. They have overall jurisdiction and will respond, upon our request or a citizens, to all crimes against the state of Louisiana as described in the revised statutes of the State Legislature. They too have sworn officers who patrol the city 24 hours a day, seven days a week.

Response and investigation of most criminal incidents occurring on the LSU Shreveport campus, for the most part, will be aided by the Shreveport Police Department. Due to the size of the LSUS PD, Shreveport PD would be called upon to provide specialized police functions.

Currently, the Shreveport PD has a memorandum of understanding (Act 152 of 2015) with LSU Shreveport, and the LSUS PD, to perform each investigation into allegations of sexual assault/abuse. Depending on how the complaint is brought to light dictates which agency files the initial case report. Regardless of this, both agencies will make each other fully aware that a survivor of an assault/abuse is in need of assistance. This ensures that the survivor is receiving care, LSU Shreveport knows of the assault/abuse so that accommodations can be made should they be needed, the LSUS PD has the most accurate data for this publication, and whether an alert needs to be sent to the campus community.

Other Agencies – Caddo Sheriff Dept., FBI, ATF

The Caddo Parish Sheriff's Office is responsible for overall jurisdiction in Caddo Parish. LSUS PD collaborates and/or trains regularly with the Caddo Sheriff's Office, the Shreveport office of the Federal Bureau of Investigations, the Louisiana State Police and their Bureau of Investigations, the Governor's Office for Homeland Security and Emergency Preparedness (GOHSEP), as well as other Shreveport-area college and university police departments.

Campus Academic Building and Facility Access - Security

Most academic and administrative facilities are open to all members of the university community and the public from 7 a.m. to 5 p.m. Monday through Friday but are closed on weekends. Some buildings are open for longer periods to accommodate evening classes, research, or other special program needs.

Internally, each academic or administrative department is responsible for locking/unlocking the doors in their respective areas. The LSUS PD Officers begin locking down the campus buildings beginning at 5 p.m. except where evening classes or business is being conducted. All buildings are locked after the evening activity is completed and University patrol around the clock.



Building Access

Unauthorized entry to, or use of, the university facilities (including buildings and grounds) is prohibited. Use of any building and/or access for special use during non-business hours requires prior approval from the LSUS Office of Events Management.

For Faculty and Staff, in the event that you are working alone or are going to be in your building after normal work hours, please contact the LSUS PD to notify us of your time and location of entry.

Students may be granted permission by instructors to stay on campus, outside of normal operating hours, to achieve their educational goals by using classrooms or labs. A roster containing the names and student ID numbers of those permitted to do so must be sent via email to the LSUS PD Chief of Police beforehand for them to obtain building or facility access.

The LSUS PD encourages everyone to immediately report all strangers, suspicious activity, or safety concerns, in any building to (318) 455-5497. After-hours access by anyone will require a photo ID to be shown prior to access.

(A complete list of buildings can be found in the section titled “[Clery Geographic Categories](#)” Pg 66.)

Keys

Members of the university community are issued keys to help access their place of business on campus. If an issued key is lost, misplaced, or stolen, you are required to report it to the LSUS PD immediately. University keys may not be duplicated, transferred, or loaned to others and should be regarded as the highest level of university-wide security. Report all key-related issues immediately.

Exterior/Grounds/Doors

The university maintains a strong commitment to the campus exterior safety and security. Maintenance of lighting, shrubbery, trees, and other vegetation is important to bolster all security efforts. LSUS PD Officers check parking lots, pedestrian walkways, high-traffic areas, building exterior lighting and grounds nightly during routine patrols. Doors are locked and secured each evening and shrubs, trees, and vegetation are surveyed and trimmed regularly by the Department of Facility Services.

Members of the university community are encouraged to immediately report all hazards, exterior lighting deficiencies, or ground problems, to the Department of Facility Services at (318) 797-5360.

CRIME OR EMERGENCY REPORTING

The success of any law enforcement agency and the safety of the campus is contingent on receiving timely reporting. LSU encourages accurate and prompt reporting of all crimes to the LSUS Police Department or local law enforcement agencies, even when the victim of a crime elects to or is unable to make such a report. In the event of an emergency or ongoing threat, please get to a safe location first and then report the incident. To report any criminal or suspicious activity, fire, or other emergency you are urged to notify LSUS University Police in a timely manner by calling 318.455.5497 or 911 or in person. We have offices in the University Center which are staffed Monday – Friday from 8:00 am to 4:00 pm normally. Crimes occurring off-campus should be reported to the appropriate local law enforcement agencies.

LSUS Police are available 24 hours by calling the Police Line at 318.455.5497. Criminal reports are initially investigated by University Police. Their responsibilities include searching for suspects, collecting available evidence, and filing police reports. Reports that require additional investigation may be assigned to an officer for additional follow-up or, in some cases, the Shreveport Police Department will be called on for more specialized investigative skills. Calling the number will typically generate a law enforcement response. Whenever possible, the survivor or witness of the crime should call directly to report the incident. Firsthand information is always more accurate and complete. It is critical for the safety of the entire campus community that all incidents are reported in a timely manner which will allow police assess the complaint for the purpose of issuing timely warnings or emergency notifications.

When calling to report a crime or incident, please be ready to give as much as you can of the following information:

- A brief description of the occurrence.
- When and where the incident occurred.
- Where and when the suspect(s) was last seen.
- If there were any weapons involved.
- A description of the suspect(s) (including gender, race, age, height, weight, hair color/length, clothing, facial hair, tattoos/scars, etc.).
- Any other relevant information.

Police reports may be forwarded to other departments as necessary for review and referral based on the reported incident. Allegations of student misconduct are forwarded to the designated official at the school for review. Any matters involving employees are forwarded to Human Resources for review. When appropriate, an incident will be referred to the Title IX Office for review.

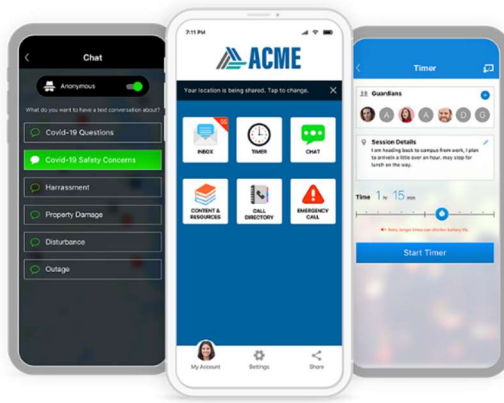
The department also records and monitors when they are notified by local law enforcement agencies of any criminal activity by students at off-campus student organizations that the institution recognizes and that are engaged in by students attending the institution. LSUS PD makes every effort to provide a record of the incident to the Dean's Office for review and follow-up action. There are many different reporting options available for the campus community. While some reporting options will initiate a police investigation, others will not. Below are some other methods of reporting.

Reporting Using RAVE App

LSU Shreveport offers a free mobile app named Guardian. This app allows users within the LSUS system to contact LSUS police, submit a tip anonymously, and set timers that send notifications to select users and LSUS police. When using this system to notify LSUS police, unless an anonymous tip is being submitted, will share an approximate location to LSUS police.

RAVE Security APP Download





Basic Personal Safety

During the course of an academic year, LSU Shreveport employees from varying disciplines around campus meet and share safety tips with the new and returning students. The goal for these meetings is to make those students safer, both on and off campus, by exploring various scenarios and outcomes while developing situational awareness. Also, it is stressed to the students that the topics and scenarios discussed are tips and thoughts that they could take with them throughout their life and not just exclusive to “campus life”.

Domestic violence, dating violence, stalking, and sexual assault are issues that impact both women and men. Because the largest percentage of all university related sexual assaults, dating violence, and stalking are committed by acquaintances, it is important that you decide what you want to happen in intimate situations. While you can never completely protect yourself from sexual assault, there are some things that you can do to help you identify danger and reduce your risk of being assaulted.

- Stay alert and be aware of your surroundings. Knowing where you are, and who is around, may help you find a way out of a bad situation.
- Avoid looking at your phone’s screen for prolonged periods of time while walking. This reduces your overall situational awareness.
- Avoid isolated, secluded, or unknown areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you do not know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably is not the best place to be.
- Do not be afraid to call attention to yourself or to ask for assistance.
- Do not load yourself down with packages, books, bags, or other items as this can make you appear more vulnerable.
- Have your cell phone with you and ensure it is charged.
- Install the **RAVE Guardian** phone app to your cell phone for a quicker directory to help or resources.
 - **RAVE Guardian** is available on iOS and Android, use the following QR codes to download RAVE Guardian today.
- Lower the volume of the video/music streaming through your phone while wearing earbuds. This will allow you to hear others who might be screaming at or for you. Another tip is to use only one earbud, freeing up your other ear to hear those external threats or communications.
- Be aware of different kinds of pressure:
 - a. They do not stop when you say no.
 - b. Threatens to hurt you or him/herself.
 - c. Physically restrains you.
 - d. Uses or threatens to use a weapon.



- Do not allow yourself to be isolated with someone you do not trust, or even know.

For times that you are in a more social situation, you can use these strategies to maintain your safety:

- Go with a group of friends. Check in with them frequently during the evening and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Be aware of selfish and aggressive comments or behavior. If a person does not listen to you, stands too close, or seems to enjoy your discomfort, she/he may not respect your desires or limits.
- Be direct and assertive. Know your sexual desires and limits and communicate your limits clearly. Do not be afraid of hurting his/her feelings.
- Do not leave your drink unattended or accept drinks from people you do not know AND trust. At parties, do not drink from punch bowls or other large, common open containers.
- Contact law enforcement immediately if you suspect that you or a friend has been drugged. Be explicit with doctors so they can best help you.

Campus Crime Prevention Programs

LSU Shreveport offers ongoing programming for sexual misconduct, alcohol/drug, and hazing prevention for students. The programs are intended to promote a safe and inclusive campus community, while reducing risky, dangerous, and illegal behaviors. The LSUS PD, the Dean of Students Office, and other areas of the university also provide educational programs.

- **Sexual Misconduct and Power-based Violence Prevention:** A variety of programs cover the topics of domestic/dating violence, sexual assault, sexual harassment, stalking, and other forms of sexual misconduct. First-time freshmen will complete “Cultivating Awareness & Prevention of Sexual Violence” in *Prevent Zone LSUS* in their First-Year Seminar course and all students have access to the platform. [Prevent Zone LSUS \(https://lsus.prevent.zone/courses/\)](https://lsus.prevent.zone/courses/) provides course modules for students on hazing prevention, alcohol awareness, prevention and awareness of sexual violence, infectious disease control, and fraternity and sorority life.

All Faculty and Staff of LSU Shreveport must take an annual online training module for preventing sexual misconduct in the workplace, and power-based violence.



The Title IX Office, in collaboration with other offices on and around campus, will conduct awareness events during the semester for topics such as Domestic Violence Awareness Month (October), Stalking Awareness Month (January), and Sexual Assault Awareness Month (April). Related awareness campaigns are offered, such as *It's On Us* and *No More*. Human Resource Management also mandates and provides annual training for recognizing and preventing sexual misconduct for all LSUS employees. The LSUS PD also provides forums or

information during the Campus Safety Month (September).

The University administers a Campus Climate Survey every three years to assess the knowledge, perceptions, and behaviors of its students regarding sexual misconduct. The anonymous online survey assists with the development of programs and policies that foster a safe and inclusive campus environment. Student perceptions have been utilized to update campus training and educational programming. Furthermore, survey data regarding bystander intervention is included in the training for incoming freshmen to try to normalize some of their behaviors.

The LSUS Title IX Task Force reviews current policies, practices, and procedures related to sexual misconduct prevention efforts and makes recommendations for improvements. The Task Force is comprised of students, faculty, and staff in order to gain a diverse perspective on the subject matter. Based on Task Force recommendations, improvements have been made to the training, the educational programming, and the online reporting.

- **Drug and Alcohol:**

LSU Shreveport does not allow the possession, use, or sale of alcoholic beverages to persons under the legal age on LSUS campus. LSUS police enforce all local and state laws regarding underage drinking laws on campus.

LSU Shreveport does not allow the possession, use, or sale of illegal drugs on LSUS campus. LSUS Police enforce all federal, state, and local drugs laws on campus including on campus housing.

First-time freshmen receive information about drugs and alcohol during student orientation and through their First Year Experience class. [Prevent Zone LSUS \(https://lsus.prevent.zone/courses/\)](https://lsus.prevent.zone/courses/) has an electronic module titled *Decisions: Alcohol Awareness and Education*. [You @ LSUS \(https://you.lsus.edu/\)](https://you.lsus.edu/) also provides for a self-assessment, some tips, and strategies to avoid the dangers of drugs and alcohol. It also offers tools and tips for better mental and physical health.

An annual notification is sent to students and employees each semester regarding alcohol and other drug policies, definitions, expectations, laws, and sanctions.

- The University has a multi-disciplinary Drug and Alcohol Task Force in place, which periodically reviews policies and procedures. The task force promulgates its findings in a Biennial Review. LSUS students participate in the CORE Survey biennially, and the results are used by the task force and administrators to develop and revise programming.
- **Hazing:** Student organizations receive useful information (verbally and printed materials) about the dangers and prohibition on hazing during orientation. Each student who is affiliated with any recognized student organization are encouraged to complete an online module through [Prevent Zone \(https://lsus.prevent.zone/courses/\)](https://lsus.prevent.zone/courses/). The one-hour course is based on best practices and also informs students how to recognize, prevent, and report hazing. Further, students in Greek organizations, are required to receive supplemental training (either face-to-face or electronically). Prevent Zone has two modules “Hazing Prevention 101 Course – College Edition which is required for all new incoming students, and “Fraternity and Sorority Life” which is required for all students entering Greek Life as well as the Athletic Department.
- **RAVE Guardian**
LSU Shreveport offers a free mobile app named Guardian. This app allows users within the LSUS system to contact LSUS police, submit a tip anonymously, and set timers that send notifications to select users and

LSUS police. When using this system to notify LSUS police, unless submitting an anonymous tip will share an approximate location to LSUS police.

- The office of Counseling services puts on workshops and self-assessment tests throughout the year that offer assistance for students with a wide range of services. These include:
 - Alcohol Use Disorder Identification Test (AUDIT)- students are asked to participate in alcohol use screenings while providing prevention and treatment information by flyers/handouts throughout campus, usually during the month of November.
 - Cannabis Use Disorder Identification Test (CUDIT)- students are asked to participate in Substance use screenings while providing prevention and treatment information by flyers/handouts throughout campus, usually during the month of November.
 - Both programs are put on together
 - Coffee Convos- Coffee Convos is a psychoeducational workshop designed to address student concerns each semester. The main focus on managing mental health, relationships, healthy coping strategies and substance use and topics are curated to meet student need and current mental health trends. This program is usually done during the month of October.
 - This program consists of usual safety measures while drinking; as well as learning healthy coping strategies while learning more about marijuana use and drug interactions.

- The office of Human Resource Management requires annual training by all employees in order to remain knowledgeable about important policies and procedures, and to stay in compliance to state and federal regulations. This training is required to be completed and show proof to HR by no later than March 30th each year.
 - Most LSUS employees are required to complete the “Blood Borne Pathogen” training once every five years. The training is required annually for high-risk employees, namely Facility Services and University Police.
 - LSUS Employees are required to complete a one-hour of Ethics Training annually as mandated by Louisiana Revised Statute 42:1170.
 - LSUS Employees are required to complete Sexual Harassment training annually.
 - Cybersecurity training is a training issued by HRM as well as IT services that teaches and reminds all employees how to protect themselves and LSU Shreveport from cyber-attacks.
 - Along with the Title IX office, require training on “Power-Based Violence” as mandated by Louisiana Board of Regents. This training is required to be completed by September 30th of each year.

The Title IX office facilitates multiple events throughout the year to promote prevention of violence and sexual offenses. These events are done throughout the year in hopes to always remind students of self-worth and that LSU Shreveport stands to take care of students, keep them safe and to protect the campus community.

- Title IX Scavenger Hunt – May & June 2023
- Jeopardy – PTSD & Pride Month’s Relation to Sexual Assault & Domestic Violence – June 2023
- New Student Orientation Organizational Fair tabling event – June 2023
- Financial Abuse Awareness – July 2023
- Disability Pride Showcase – July 2023
- Disability Pride Month – July 2023
- Virtual Talent Show – July 2023
- New Student Orientation Organizational Fair tabling event – July 2023
- Stalking Awareness event – Build Your Own Waffle – January 2023
- Bagels and Bingo Dating Violence Awareness – February 2023
- Love Is? - Dating Violence Awareness Board – February 2023
- Lunch & Learn – Title IX & Equity – February 2023
- Munch & Learn Equity Event – March 2023

- What You Were Wearing Exhibit – Victim Blaming Awareness – March 2023
- Denim Day – April 2023
- Paint Your Story – Sexual Assault Awareness – April 2023
- Wave Your Flag – Support Sexual Assault Awareness – April 2023
- Pinwheel Garden – Child Abuse Awareness – April 2023
- Proclamation Signing at Barksdale Air Force Base – Sexual Assault Awareness – April 2023
- Coffee Convo – Angel Shots & Why You Should Order One – Sexual Assault Awareness – April 2023
- Spring Fling tabling event – Sexual Assault Awareness - 2023
- New Student Orientation – Spring 2023
- Stay Aware Stalking Awareness Scavenger Hunt – January 2024
- Bagels & Bingo Dating Awareness – February 2024
- What Were You Wearing Exhibit – March 2024
- A Walk In Their Shoes – April 2024
- Piece of the Puzzle – April 2024
- Proclamation Signing for Sexual Assault Awareness – April 2024
- Denim Day – April 2024
- Pride in August – August 2024
- Self-Care Scavenger Hunt -August 2024
- How Can I Keep My Friends Safe – Bystander Prevention and Intervention - September 2024
- International Week of the Deaf – September 2024
- Piece of the Puzzle – September 2024
- Paint it Teal – September 2024
- Bracelets for Allies – September 2024

Reporting Incidents and/or Crimes

Every crime or emergency on campus needs to be reported as soon as possible. LSU Shreveport leadership encourages the prompt reporting of all crimes that you witness or have information about. Even if these involve what you may deem to be minor crimes, incidents, and/or suspicious activity. Just remember, the location of the incident also does not matter. Should the incident have occurred off campus, the LSUS PD will quickly file a report with your account of the details and forward that report on to the law enforcement agency having jurisdiction there.

If you see something...say something!

If we are not informed about a crime, we in turn cannot properly inform the university community and shift our resources and/or patrols to any high-risk areas so please...report all crimes! This is the most effective way to ensure the well-being of our campus community.

Crimes and/or emergencies can be reported to the following offices/departments in person or by calling:

- LSUS PD Business Telephone: (318) 797-5082 ADM 124
- LSUS PD Emergency Telephone: (318) 455-5497 or 911
- Shreveport PD (non-emergency): (318) 673-7300
- Shreveport PD (emergency): 911
- Counseling Services: (318) 797-5365 ADM 230
- Dean of Students: (318) 797-5116 ADM 208
- Title IX Coordinator: (318) 797-5071 ADM 261
- To your Coach

-
- To your Academic Advisor
 - To your instructor(s)

Daily Crime log

The LSU Shreveport keeps a crime log readily available for public view. This log contains incidents for the previous sixty days and can be requested at the campus police department located in the Administration Building Room 133 during normal business hours Monday- Friday 08:00AM-04:30PM. This report includes the date and time of the incident as well as notes. No personal information is included to protect the privacy of individuals in the report. The LSU Shreveport Police will continue to update the crime log continuously as crimes are investigated.

For requests of the crime log for longer than 60 days, an emailed request to the Chief of Police is required and the log will be released within two business days.

Quick and Anonymous Reporting

Another option to report crimes or incidents, in real time, is with the *RAVE Guardian* cell phone app. **RAVE Guardian**, a free download from any “app” store, allows a student to have access to local resources for those in need, as well as having the LSU Shreveport Police Department’s phone number at the push of a button. In addition, with the app, any user now can text with officers on duty, send pictures or video, and do so anonymously.

Louisiana Fusion Center monitors and receives messages and images from a free mobile app that can be downloaded [here \(http://mymobilewitness.com/consumer-services.php\)](http://mymobilewitness.com/consumer-services.php). This app may be used on campus as well as off campus if you see something suspicious.

Reporting Sexual Assault

LSU Shreveport strives to maintain a campus free from sexual assault and misconduct. In the event that you, or someone you know, are/is a victim, remember that you are NOT to blame! NO ONE deserves this to happen to him or her! There are resources available to you or your friends. In all instances, you are encouraged to:

- Contact one of the following offices: LSUS PD, their local law enforcement agency, the Dean of Students, the Title IX Coordinator, or any campus employee. All campus employees, except for mental health counselors and clergy, have an obligation to report. Reports to Counseling Services remain confidential.
- Talk to someone that you trust about the incident such as a close friend, a family member, and/or a [Campus Confidential Advisor \(https://www.lsus.edu/current-students/dean-of-students/title-ix-and-sexual-misconduct\)](https://www.lsus.edu/current-students/dean-of-students/title-ix-and-sexual-misconduct). Talking with someone can help you clarify your options.
- Not to wash, shower, douche, change, clean, or destroy the clothes that you were wearing before and after the assault. These steps may provide vital evidence should you decide to prosecute. Just place the items in a paper bag, not in a plastic sack.

Contacting a police department does not mean that you must press charges. Ask about filing the report as an “Informational” or informal report, which covers the expense of a rape exam. The “Informational” report provides a case file report number, and a description of the facts should you later decide to file “formal” charges.

Whether or not criminal charges are filed, a campus administrative investigation may be conducted and handled through the Dean of Student’s Office where campus sanctions could be imposed regardless of the criminal investigation. For further information about the campus administrative investigation, please see the Title IX Section.

Sexual Assault Evidence Collection Examination

A sexual assault exam provides essential treatment for exposure to sexually transmitted diseases and pregnancy. It also collects evidence to be used against your offender should you choose to press charges. LSUS has entered a Memorandum of Understanding (MOU) with Project Celebration, Inc., Caddo Parish District Attorney's Office, Caddo Parish Sheriff's Office, Caddo Parish Sexual Assault Response Team (SART), LSU Health Science Center Shreveport, and the Shreveport Police Department.

An advocate from Project Celebration, Inc. will inform the survivor of reporting options and provide advocacy during the exam. If the survivor elects to submit a criminal report, the advocate will work with LSUS PD and the Shreveport Police Department.

Ideally, the exam should be completed within 84 hours or less of the sexual assault for the preservation of evidence. The examination is conducted at a hospital chosen by the survivor from the list found on **Page 4** titled **QUICK REFERENCE**. After arriving at the survivor's chosen hospital, that survivor will be met by an advocate from Project Celebration, Inc., as well as a certified Sexual Assault Forensic Examiner (SAFE).

Filing Complaints for Sexual Misconduct

Any member of the university community may file a [Formal Complaint](#) at https://secure.ethicspoint.com/domain/en/default_reporter.asp for sexual misconduct as detailed in [Title IX Policy Prohibiting Sexual Misconduct \(PM-73\)](#) located at <https://www.lsu.edu/administration/policies/pmfiles/pm-73.pdf>. Formal complaints must include facts regarding the alleged policy violation and be signed (either electronically or handwritten) by the complainant. If the formal complaint meets the definition and jurisdiction of PM-73, the university will proceed with an investigation. Formal complaints that are not actionable under PM-73 may be considered under other policies or procedures (e.g., Code of Student Conduct). Prior to and during the complaint process, the students or employees involved will receive an explanation of their rights and options.

During the investigation, a Title IX Investigator will meet with the parties involved, including witnesses named by either the complainant or respondent. The Investigator will collect all available evidence, including, but not limited to, photographs, videos or audio recordings, social media posts, screenshots of communications. At the conclusion of the investigation, each party will receive a copy of the report. In some situations, interim measures may be necessary to offer temporary resolutions during a pending investigation. Interim measures include, but are not limited to, alternative class, work, or living arrangements; a no contact order; an interim suspension (when an individual poses an immediate threat to the physical health or safety of the campus community). Both parties are notified of the availability of these measures, as well as when such measures are put into effect.

Informal resolution (if appropriate based on the facts and circumstances of the case) may occur at any time following the submission of a formal complaint. Both parties must voluntarily consent to an informal resolution. Any formal complaint not resolved informally must be resolved at a hearing.

Hearing Panels consist of one chairperson and two additional LSU Shreveport employees who have been trained in adjudication procedures. Both the complainant and respondent must have an advisor present to conduct cross-examination on their behalf. If neither has access to an advisor, one will be appointed for them by the University at no cost. The advisor may be, but is not required to be, an attorney.

The Hearing Panel will apply the "preponderance of evidence" standard (meaning more likely than not) when determining whether or not the respondent is responsible for a policy violation. If the respondent is found responsible, sanctions will be imposed. Both parties will be notified of the Hearing Panel's decision and if any sanctions were imposed. Please note that all hearings are closed to the public.

To the extent permitted by law, the University will maintain the confidentiality of any complainant, respondent, or witness. Both the respondent and complainant have the right to appeal against the results of the hearing.

LSU Shreveport will take appropriate corrective action against any person found to be in violation of policies relating to sexual misconduct. For violations involving students, sanctions include, but are not limited to, any one or a combination of the following: written warning, disciplinary probation (with or without restrictions), removal from campus housing, change in class schedule, psychological assessment, deferred suspension, suspension, expulsion, and/or revocation of admission or degree. Employees found in violation will receive disciplinary sanctions including, but not limited to, any one of the following combinations: written warning, completion of conditions, transfer, psychological assessment, suspension (with or without pay), non-renewal of appointment, denial of promotion, demotion, termination of duty or employment, and/or ban of re-employment.

In the event the case involves physical evidence, that evidence will be managed and kept secure in accordance with LSUS PD procedures and protocols. The LSUS Chief of Police, at the time of the hearing, will bring the evidence to the hearing and describe the evidence item(s) to the Hearing Panel members.



Violence Against Women’s Act (VAWA)

LSUS is committed to cultivating an environment for the University community, educated in Title IX compliance, which is safe, comfortable, free from sexual misconduct, harassment, and discrimination, and is conducive for optimum learning. LSUS prohibits sex- and gender-based harassment and discrimination, including sexual misconduct (e.g., dating/domestic violence, sexual assault, sexual harassment, stalking, retaliation, and power-based violence).

The Title IX and Equity Office educates the campus community on Title IX and sexual misconduct policies through training, awareness, and prevention efforts; assists individuals in navigating the complaint process; provides prompt and effective resolution to Title IX concerns; connects students with supportive services both on- and off-

campus; promotes prevention and intervention of sexual assault; provides educational outreach and training on Title IX topics; and provides accommodations to pregnant and parenting students.

Definitions

Dating Violence - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on the Complainant's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition, Dating Violence includes, but is not limited to, sexual or physical abuse or threat of such abuse. Dating Violence does not include acts covered under the definition of Domestic Violence.

Domestic Violence - A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the Complainant;
- By a person with whom the Complainant shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner;
- By a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Louisiana; or
- By any other person against an adult or youth who is protected from that person's acts under the domestic abuse or family violence laws of Louisiana. *To categorize an incident as Domestic Violence, the relationship between the parties must be more than people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship.

Stalking - Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

For the purposes of this definition:

- A. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- B. Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant.
- C. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.
- D. Nothing in these definitions will be interpreted in a way that violates the First Amendment rights of any individual.

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

Drug Law Violations: Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their

derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Weapon Law Violations: 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; all attempts to commit any of the aforementioned

Hate or Bias-based Crimes

A hate crime is defined as any crime that manifests evidence that a victim was selected because of his/her actual or perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin; or disability. A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias.

If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin; or disability, the crime is classified as a hate crime. For more information on the definition and classification of hate/bias crimes, see: [FBI Data Collection Manual](#).

Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin. Although there are many possible categories of bias, under Clery, only the following eight categories are reported:

- **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 distinguish 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.
- **Gender Identity** - A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
- **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 person or group of persons based on their actual or perceived sexual orientation.
- **Ethnicity** - A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.
- **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/or traditions.
- **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.

A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, ethnicity, national origin, gender, gender identity, sexual orientation, or disability, the crime is classified as a hate crime.

If a hate crime occurs during an incident involving larceny, simple assault, intimidation or vandalism, Clery requires that the statistic be reported as a hate crime even though these four crime classifications by themselves are not Clery-reportable crimes. These are:

- Larceny or Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black's Law Dictionary, 6th ed. as "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, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Campus Security Authority

A Campus Security Authority (CSA) is an individual, who by virtue of their university responsibilities and under the Clery Act, is designated to receive and report criminal incidents to the LSUS PD so that they may be included and published in the university's Annual Security Report.

By virtue of the role, the CSA reporting Clery crimes in good faith to the LSUS PD also betters the entire campus. The LSUS PD is able to investigate the allegation(s) reported and determine if there could be a greater threat to the campus community.

They are offered training on appropriately handling reporting crimes, victim relations and support, and related school policies. Currently, the certification program is managed by the LSU Baton Rouge Campus. After the certification, a newly appointed CSA would then be able to inform a complainant of the campus resources available to them.

Who are identified as CSAs at LSU Shreveport?

Based on the US Department of Education definition of a CSA, LSUS has identified the following as CSAs for our campus:

- A campus police department or a campus security department of an institution, e.g., any member of the LSUS PD.
- Advisors for students
- Athletic Director / Coaches / Graduate Assistant Coaches
- Title IX Coordinator
- Coordinator of Greek Life
- Faculty Advisors to student organizations.
- Resident Assistants at the *Pilots Pointe Apartment Complex*.

Who is NOT identified as being a CSA?

- Faculty without responsibility for students or campus activities outside of the classroom.
- Support Staff (Food Service, Clerical, or Maintenance Employees)

Who is exempt from the CSA requirements at LSU Shreveport?

- Pastoral Counselors
- Professional Counselors

Pastoral Counselors

A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor.

At this current time, LSU Shreveport does not have anyone employed at this time as a Pastoral Counselor.

Professional Counselors

A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification.

Reporting by Pastoral and Professional Counselors

Although those that seek counseling by either pastoral or professional counselors are not required to disclose anything that is said in confidence, we ask that survivors report any crimes for the inclusion in the annual security report. The LSU Shreveport Police Department contacts counselors on campus annually to request any possible statistics for inclusion in the annual report.

At this time there is no policy for counselors if and when they deem it appropriate to inform the person they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

Campus Resources

Counseling Services

The LSUS Counseling Services Office may be reached by calling (318) 797-5365. Counseling Services offers victim-centered services and counseling for all enrolled students Monday-Friday from 8:00 a.m. to 4:30 p.m. Counseling Services can also connect students to off-campus counseling and advocacy.

Local and National Helplines

- | | |
|---|-----------------------|
| • National Sexual Assault Hotline | 800-656-HOPE |
| • Project Celebration Sexual Assault Center | 318-227-7900 |
| • National Suicide Prevention Line | 988 |
| • Veteran's Suicide Prevention | 800-273-TALK, Press 1 |
| • Crisis Line for LGBTQ+ | 866-4-U-TREVOR |

- Louisiana Coalition Against Domestic Violence 888-411-1333
- Eating Disorder Info and Referral Help 800-931-2237
- Substance Abuse Hotline 800-622-2255
- Compulsive Gambling 877-770-7867

Project Celebration, Inc. has a 24-hour crisis hotline that provides vital information and support to victims of sexual assault as well as those who are in, or attempting to safely escape from, domestic violence in Northwest Louisiana. The hotline is staffed by trained, supportive individuals who listen and give information that can assist victims who don't know where to turn. The hotline is also a resource for community partners, including LSU Shreveport and law enforcement agencies who are working with clients who are victims.

The Project Celebration crisis hotline is available 24 hours a day, seven days a week: (318) 227-7900 for Caddo, Webster, and Bossier Parishes and (318) 256-6242 for Sabine, Natchitoches, De Soto, and Red River Parishes.

The LSU Shreveport Counseling Services Office also provides the following relating to mental health:

- Personal Counseling
- Consultation and Referral Services
- Mental Health Outreach
- Biofeedback Training
- Mental Health Awareness Training

In addition, the Counseling Services Office provides the following wellness outreach and resources:

- Personal Development Workshops
- Classroom Presentations
- Yoga and Meditation
- Prevention and Awareness Events

NOTE - All Counseling is confidential, and all Counselors are deemed as being "Confidential Advisors."

Confidential Advisors

Confidential advisors receive specialized training regarding laws and campus policies in order to support and advise students, faculty, and staff before and/or during the complaint process. Confidential advisors serve as a resource for community members to ask questions and receive information without instituting notice and an investigation under PM-73. Confidential advisors may be present during any meeting conducted under PM-73 to assist and/or consult with a student or employee. Confidential advisors may not act as a spokesperson.

Confidential advisors receive specialized training regarding laws and campus policies to support and advise students, faculty, and staff before and/or during the complaint process.

Ms. Jennifer Flynn-McKevitt
 Director, Career Services
 Noel Memorial Library, Room 158
 318-797-5062
 jennifer.flynn-mckevitt@lsus.edu

318-797-5373
 kendal.redel@lsus.edu

Ms. Kendal Redel
 Director/Counselor, Counseling Services
 Administration Building, Room 224

Dr. Han Shi
 Assistant Professor, Department of Economics and Finance
 Business and Education Building, Room 326
 318-797-5176
 han.shi@lsus.edu

Patience Davis
Coordinator for Access & Advocacy
Administration Building, Room 218
318-795-2402
patience.davis@lsus.edu

Dr. Richard Watson
Chair and Professor, Department of Computer
Sciences

Technology Center, Room 206
318-797-5300
richard.watson@lsus.edu

LaToya Hemphill
Coordinator of Community Standards
Administration Building, Room 208
318-797-5117
LaToya.hemphill@lsus.edu

An updated list of individuals currently serving as confidential advisors is available at [LSUS Confidential Advisors \(https://www.lsus.edu/current-students/dean-of-students/title-ix-and-equity/confidential-advisors\)](https://www.lsus.edu/current-students/dean-of-students/title-ix-and-equity/confidential-advisors).

Title IX info & Reporting:

Title IX of the Education Act of 1972 is a comprehensive federal law which prohibits discrimination on the basis of sex or gender. LSU Shreveport is committed to providing a learning and working environment that promotes integrity, civility, and mutual respect in an environment free of discrimination on the basis of sex and sexual misconduct, which includes sex discrimination, sexual harassment, dating violence, domestic violence, sexual assault, stalking, power-based violence, and retaliation. LSU Shreveport prohibits sex discrimination and sexual misconduct without regard to sexual orientation, gender identity and/or gender expression.

Reporting or Inquiries on Title IX matters:

Cindy Maggio
Title IX Coordinator, Equity Officer, Student Affairs
Administration Building, Room 261
318.797.5071
Cindy.maggio@LSUS.edu

Sexual discrimination and sexual misconduct violate an individual's fundamental rights and personal integrity. LSU Shreveport considers sex discrimination and sexual misconduct in all its forms to be serious offenses. LSU Shreveport is also committed to ending sexual violence, and therefore, encourages you to report and cooperate with the appropriate parties when reporting sexual misconduct.

Nondiscrimination Notice

LSU Shreveport does not discriminate on the basis of race, creed, color, marital status, sexual orientation, gender identity, gender expression, religion, sex, national origin, age, mental or physical disability, or veteran's status in its programs and activities; and it provides equal access to its programs and activities. The LSU Shreveport [Nondiscrimination Policy \(https://www.lsus.edu/faculty-and-staff/human-resources/policy-statements\)](https://www.lsus.edu/faculty-and-staff/human-resources/policy-statements) is 2.36.00

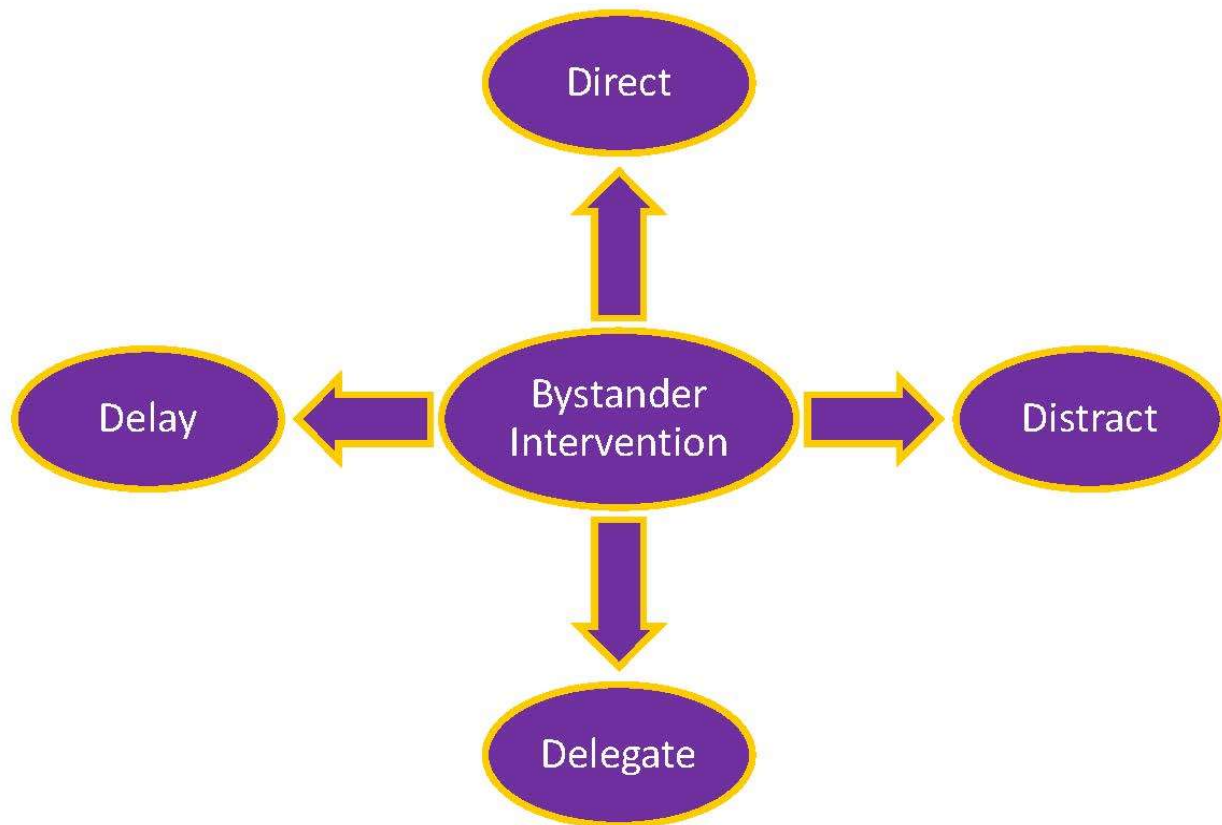
Bystander Intervention

Bystander intervention is about intervening in a safe way when we see a risky situation unfolding to prevent and de-escalate potentially violent incidents. We have a shared responsibility to create and maintain a campus environment in which sexual violence against people is not tolerated.

Bystander Approaches:

How do I intervene? It depends on the situation. There are numerous strategies to intervene safely in a situation. Consider one of the four D's:

The Four Ds



- **Direct** - if you feel comfortable, step in, stop the inappropriate behavior, and remove a victim from a potentially dangerous situation. Directly ask those involved "What is going on here?" or "May I speak to you in private?"
- **Distract** - Divert an alleged offender's attention by drawing their attention elsewhere. For instance, say to the alleged offender, "That person over there looks like a celebrity, but I can't think of his/her name." When the offender looks away, pull the potential victim out of the area. Or offer the parties involving some food, "Why don't we get some pizza?"
- **Delegat** - Notify a person with more authority than you to a questionable situation. The person with more authority could be law enforcement, a resident assistant, or the host/hostess of a party.

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- **Delay** - Postpone a situation by gathering additional information if you are not sure whether to intervene. Ask the potential victim if there is anything you can do to help. For instance, you may ask, "Are you okay?" or "Is there anything I can do to help you?" Or ask the parties to look at a picture or video on your phone.

Power-based Violence

The Uniform Policy on Power-Based Violence promulgated pursuant to Act 472 of the 2022 Regular Legislative Session of the Louisiana Legislature, sets forth processes and procedures to guide public postsecondary education stakeholders in maintaining safety and protection for students and employees. Power-based violence is defined as any form of interpersonal violence intended to control or intimidate another person through the assertion of power over the person. It includes but is more extensive than sexual misconduct and Title IX misconduct.

Act 472 directs the Board of Regents to establish uniform policies and best practices to implement measures to address the reporting of power-based violence on Institutions' campuses, the prevention of such violence, communication between Institutions regarding incidents of power-based violence, and the provision of medical and mental health care for these alleged victims.

For the LSUS Police Department, they are required to provide to the Chancellor the number of reported criminal instances (see crimes below) on campus by the 10th of April and October. These criminal statistics are for the previous six-month period (October-March or April-September).

Please note that while these statistics are used to form the basis of the information sent to the United States Department of Education (US DoE), these statistics may still vary some when compared to those in the Power-Based Violence links. For example, the statistics sent to the US DoE on October 1st, 2023, are the crimes reported during the calendar year of 2022. The statistics submitted to the Chancellor on the same date will cover crimes reported during the period of April through September of 2023. As a result of a thorough investigation, these reported crimes may be reclassified to another crime, or even unfounded if the allegation showed no merit.

All the statistics provided by the LSUS PD are mandated to be located on the main landing page of the LSUS website. The crimes included in the Power-Based Violence can be found within this document.

Alcohol and Drug – Campus Wide

In accordance with the Drug-Free Schools and Communities Act and the Education Department General Administration Regulations (EDGAR Part 86 – Drug and Alcohol Abuse Prevention), LSUS is required to distribute the following information to students and employees on an annual basis:

- Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.
- A description of the applicable legal sanctions under federal, state, or local law for the unlawful possession or distribution of illicit drugs and alcohol.
- A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.
- A list of drug and alcohol programs (counseling, treatment, rehabilitation, and re-entry) that are available to employees and students.
- A clear statement of the disciplinary sanctions students and employees may face for violations of standards of conduct relating to drugs and alcohol.



1. Standards of Conduct for Students and Employees

LSUS is committed to maintaining a campus free of illegal drug use and alcohol abuse. The abuse of alcohol and other drugs by students and employees can result in serious damage to both their physical and mental health, as well as endanger the safety of others. Therefore, LSUS prohibits the unauthorized manufacture, sale, possession, use or distribution of illicit drugs and alcohol on campus or as part of university-sponsored activities. In addition, the University expects its citizens to comply with university policies and with applicable city, state, and federal laws.

Under certain conditions, as identified in University Policy [3.32.00](#) (PS 3.32.00), the University provides for a means of distribution and consumption of alcoholic beverages to members of the LSUS community and authorized guests at approved events.

In accordance with Act 211 and La R.S. 40:133.263, LSUS adopted a Tobacco Free Campus Policy (P.S. 3.27.01). For the health and comfort of students and faculty, LSUS promotes a tobacco-free environment. The policy prohibits the use of all tobacco products on campus, including e-cigarettes and vaporizers. This policy applies to faculty, staff, and students.

The University refers employees who violate these policies to the appropriate dean, director, or department head. Students and student organizations are referred to the Director for Student Advocacy and Accountability. The University president and his designees are the ultimate authority responsible for enforcing these policies; however, all employees and students are responsible for adhering to these policies.

The following specific policies apply to students and employees.

Students

Students should be aware that LSUS prohibits the unauthorized manufacture, sale, possession, use, or distribution of illicit drugs and alcohol on campus. LSUS's [alcohol and drug policy](#) (<https://www.lsus.edu/current-students>) can be found in the Student Handbook under the heading of "Reference and Policies".

Violation of this policy is grounds for disciplinary action up to and including permanent dismissal from the University. Federal and state laws provide additional penalties for such unlawful activities, including fines and imprisonment. Local ordinances also provide similar penalties for drug and alcohol-related offenses. The University is bound to take all appropriate actions against violators, including referral for legal prosecution and/or requiring a student to participate satisfactorily in an approved drug/alcohol abuse assistance or rehabilitation program.

Students should be aware that penalties for violating Louisiana law concerning controlled substances include fines of \$5,000 to \$15,000 and imprisonment at hard labor for up to 30 years.

Employees

The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989 generally prohibit the unlawful manufacture, distribution, sale, possession, or use of controlled substances in the workplace. LSUS policy (University's Policy [6.02.03](#) (<https://www.lsus.edu/faculty-and-staff/human-resources/policy-statements>)) prohibits University employees from reporting for work or performing work for Louisiana State University in Shreveport with the presence in their bodies of illegal drugs and/or alcohol above the prohibited concentration level. PS 6.02.03 is explained further below. Additionally, LSUS prohibits the illegal use, possession, dispensation, distribution, manufacture, or sale of controlled substances, designer (synthetic) drugs, and illegal drugs at the work site and while on official state business, on duty, or on call for duty.

To assure maintenance of a drug-free workforce, it shall be the policy of LSU Shreveport to implement a program of drug testing, in accordance with Executive Order No. KBB 05-08, R.S. 49:1001, et seq., and all other applicable federal and state laws.

2. Legal Sanctions and Penalties

Federal Penalties and Sanctions

The Controlled Substances Act (1970; Title 21, Chapter 13, Subchapter 1, Part B and D) places all substances regulated under federal law into one of five schedules based on the substance's medical use, potential for abuse,

and safety or dependence liability. Title 21, United States Code, Section 844(a) provides for federal penalties and sanctions for illegal possession of a controlled substance:

Sentencing provisions:

- 1st conviction: Up to 1 year imprisonment and fined at least \$1,000 but not more than \$100,000, or both.
- After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least \$2,500 but not more than \$250,000, or both.
- After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000 but not more than \$250,000, or both.
- Special sentencing provision for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000, or both, if:
 - 1st conviction and the amount of crack possessed exceeds 5 grams
 - 2nd crack conviction and the amount of crack possessed exceeds 3 grams
 - 3rd, or subsequent, crack conviction and the amount of crack possessed exceeds 1 gram.

Forfeitures:

- Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1-year imprisonment. (See special sentencing provisions re: crack). Title 21 United States Code, Sections 853(a)(2) and 881(a)(7)
- Forfeiture of vehicles, boats, aircraft, or any other conveyance used to transport or conceal a controlled substance. Title 21, United States Code, Section 881(a)(4)
- Civil Fines: Civil fine of up to \$10,000 (pending adoption of final regulations). Title 21, United States Code, Section 844(a)
- Denial of Federal Benefits: Denial of Federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to 1 year for first offense, up to 5 years for second and subsequent offenses. Title 21, United States Code, Section 853(a)
- Miscellaneous: Revocation of certain Federal licenses and benefits, e.g., pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies. Title 21, United States Code, Section 862. Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

Drug and alcohol regulations are contained in several Louisiana state statutes.

State Revised Statute 14:91.5 prohibits the purchase of alcoholic beverages by anyone under 21 years of age. Persons between 18 and 21 years of age may possess and consume alcohol in private residences and at private events that are not open to the public. Violators receive fines between \$100 and \$500 and/or sentence between 30 days to 6 months in jail.

State Revised Statute 40:961 to 40:971 establishes penalties for the distribution and consumption of illicit drugs. Penalties range from a minimum of 6 months in jail and a \$500 fine to a maximum of life imprisonment.

Public Law 101- 226 (Drug-Free Schools and Communities Act Amendments of 1989) provides for a loss of Federal financial aid to higher education institutions that fail to comply with the guidelines published therein.

The Drug-Free Workplace Act of 1988 prohibits all employees (faculty and staff) from the unlawful manufacture, distribution, sale, possession, or use of any controlled substance in the workplace. Any employee convicted of a criminal drug statute violation occurring in the workplace must report the conviction to the University. A convicted employee faces potential termination for not reporting the violation or failing to follow through with professional assistance to remediate the problem.

The following is a summary of Louisiana alcohol laws:

- It is unlawful for any person under 21 to present any form of fake identification, such as a fraudulent drivers' license or one that is not their own, for the purpose of purchasing alcoholic beverages or attempting to enter a bar or restaurant. Punishable by fines up to \$200, community service up to 30 hours, and 90 days driver's license suspension (La R.S. Title 14, Section 333).
- It is unlawful to falsify a driver's license or other identification document in order to obtain or attempt to obtain any alcoholic beverages, or to permit someone else to use one's driver's license or other identification document to obtain or attempt to obtain any alcoholic beverages. (R.S. Code 14:333)
- It is unlawful for any person under 21 to purchase or publicly possess any alcoholic beverages. Public possession means possession of any alcoholic beverage on any "street or highway or in any public place or any place open to the public, including a club which is de facto open to the public." (R.S. Code 14:39:12)
- It is unlawful for persons under 21 to purchase or have public possession of any alcoholic beverage. Punishable by \$100 fine and/or 6-month imprisonment and driver's license suspension for up to 180 days (La R.S. Title 14, Section 93.12)
- It is unlawful for any person not a spouse, parent, or legal guardian to purchase alcohol for persons under 21. Punishable by a \$500 fine and/or 30-day imprisonment (La R.S. Title 14, Section 93.13).
- It shall be unlawful for the operator of a motor vehicle, or the passenger in or on a motor vehicle, to possess an open alcoholic beverage container. Punishable by the loss of driver's license and fines up to \$100 (La R. S. Title 32, Section 300).
- Underage driving under the influence is operating a vehicle while intoxicated is the operating of any motor vehicle, aircraft, watercraft, vessel, or other means of conveyance when the operator is under 21 and the operator's BAC is 0.02% or more. First conviction, punishable by fine of \$100-\$250, and participation in a court-approved substance abuse and driver improvement program (La R.S. Title 14, Section 98.1).
- Operating a vehicle while intoxicated is operating any motor vehicle or other means of conveyance when the operator's Blood Alcohol Content is 0.08% or more. First offense is punishable by a fine of \$300-\$1,000, and 10 day- 6-month imprisonment (exceptions are in place). If the offender has a blood alcohol concentration of 0.20 % or more, the violation is punishable with fines of \$750-\$1,000 without benefit of parole, probation, or suspension of sentence, and suspension of driver's license for 2 years. The offender may apply for a restricted license, but must install an ignition interlock device, which shall remain during the first year of the suspended license. It is also considered operating a vehicle while intoxicated when any of the following are present in the operator's system:
 - any controlled, dangerous substance listed in Schedule I, II, III, IV, or V as set forth in R.S. 40:964 is present in the operator's system,
 - a combination of alcohol and one or more drugs (which are not controlled dangerous substances, and which are legally obtainable with or without a prescription) are present,
 - one or more drugs which are not controlled, dangerous substances and which are legally obtainable with or without a prescription.

The following is a summary of Louisiana drug laws:

- The possession of GHB or ecstasy/MDMA is punishable by up to 10 years imprisonment and fine up to \$5,000 for possession and between 5-30 years imprisonment (at least five without parole) and up to \$50,000 fine for the manufacture or distribution of GHB or ecstasy/MDMA (La R.S. Title 14, Section 966).
- The first offense possession of marijuana or synthetic marijuana is punishable by up to six-month imprisonment and fine up to \$500. The second offense is punishable by imprisonment of up to five years and fine up to \$2,000. The manufacture or distribution of marijuana or synthetic marijuana is punishable by imprisonment for between 5-30 years and a fine of up to \$50,000 (La R.S. Title 40, Section 966).
- The possession of heroin is punishable by imprisonment between for 4-10 years without parole and a fine up to \$5,000. The manufacture or distribution of heroin is punishable by between 5-50 years imprisonment (five without parole) and a fine up to \$50,000 (La R.S. Title 40, Section 966).
- The possession of prescription stimulants (Ritalin, Adderall, etc.) for nonmedical use is punishable by imprisonment for up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 967).
- The possession of prescription painkillers (Codeine, Hydrocodone, Oxycodone, etc.) for nonmedical use is punishable by imprisonment of up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 967).
- Possession of less than 28 grams of cocaine is punishable by imprisonment of up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 967).
- The possession of prescription anti-anxiety medications (Xanax, Valium, etc.) for nonmedical use is punishable by imprisonment of up to five years and a fine up to \$5,000. Manufacture or distribution is punishable by imprisonment for up to ten years and a fine up to \$15,000 (La R.S. Title 40, Section 969).

3. Statements of Health Risks Associated with Alcohol and Drug Abuse

Alcohol

Alcohol is a central nervous system depressant that alters a variety of activities in the brain. Abuse of this substance slows reactions, depresses the respiratory system, causes unconsciousness, and can result in death. Long-term dangers include irreversible damage to body tissue (brain, liver, pancreas, and kidneys), memory problems, and nutritional deficiencies. For pregnant women, alcohol consumption poses significant risks of fetal damage.

Tobacco

Tobacco is linked with more serious health problems than nearly all other psychoactive drugs. The Surgeon General has confirmed that tobacco use is the number one cause of preventable death. Chronic smoking is causally linked to cancer (of the lungs, larynx, and mouth), heart disease, and respiratory problems, including bronchitis and pulmonary emphysema. Users of smokeless tobacco face a four times greater risk of cancers of the throat and mouth than non-users, particularly with long-term use. Nicotine is both psychologically and physically addictive. It produces constriction of blood vessels, loss of appetite, and a sharp rise in blood pressure and heart rate. Fetal and infant deaths are more likely to occur when the pregnant woman is a smoker.

4. Available Alcohol and Drug Treatments and Programs for Students and Employees

While the University will hold students and employees accountable for violations of the alcohol and other drug policies noted above, it is also committed to supporting any individual who makes the responsible decision to address his or her substance use. This support may include referrals to Counseling Services, educational programming, or intervention plans off campus to assist a student in meeting his or her goals.

To reach LSUS Counseling Services, they are in the Administration Building, Room 230 or by calling 318-797-5365.

University support services and programs encourage students to adopt and maintain healthy lifestyles. Students who are concerned about their drug or alcohol choices and voluntarily seek assistance will receive support and/or referral services through its Counseling Services. Professional standards of confidentiality will be maintained. Services include individual counseling and assessment (AUDIT).

For faculty and staff, referrals to appropriate community agencies are made available through Counseling Services.

Community Resources for Students, Faculty, and Staff:

- Al-Anon General Information 318-344-0212 (for family/friends of those with addiction)
- Alcoholics Anonymous 318-865-2171
- Council on Alcoholism & Drug Abuse 318-222-8511 (Information and treatment for adults and children)
- NW Regional Center for Addictive Disorders 318-632-2040 (Information and treatment for adults and children)
- North Louisiana Area Narcotics Anonymous 800-339-3723 (24-hour helpline)

5. Disciplinary Sanctions for Violations of the Standards of Conduct for Students and Employees

The University will impose sanctions for violations of local, state, and federal laws, as well as for violations of regulations contained in student and employee codes and handbooks. Violators may be punished by expulsion, termination of employment, and referral for prosecution. University sanctions will depend upon the past record of the violator and the severity of the violation.

Failure to complete a designated rehabilitation program may cause to terminate an employee or exclude a student from the University. In addition, for some students, mandatory sanctions may include parental notification.

Athletic Department Student Athlete

Drug and Alcohol Education and Testing Policy

The following policy has been adopted and shall be administered by the Louisiana State University in Shreveport Athletic Department. LSU Shreveport reserves the right to make changes to this policy and this policy should not be construed to create a contract between student-athlete and LSU Shreveport.

Participation in intercollegiate athletics through LSU Shreveport is a privilege that may be qualified, suspended or terminated at any time by LSU Shreveport.

LSU Shreveport is concerned with the health, safety, and welfare of the student-athletes who participate in its programs and represent the college in intercollegiate athletics. The use of illegal drugs, misuse of legal drugs, use of performance-enhancing substances, use of alcohol, and inappropriate use of tobacco are inconsistent with the standards expected of student-athletes at LSU Shreveport. Substance use and abuse can pose risks to a student-athlete's health and safety, negatively affect academic and athletic performance, and compromise the integrity of athletic competition and the mission of LSU Shreveport.

LSU Shreveport is committed to maintaining an environment for students free of illegal drug use and alcohol abuse. Violation of this policy may also be a violation of the LSU Shreveport Student Conduct Code. Student-athletes should be aware that the Student Conduct Code prohibits the unauthorized manufacture, sale, possession, use or distribution of illicit drugs and alcohol on campus. Disciplinary action up to and including suspension or permanent dismissal from the University may result from a violation of the Student Conduct Code. Nothing in this policy shall be construed to diminish the responsibilities of student-athletes to adhere to the Student Conduct Code.

Purpose

The LSU Shreveport Athletic Department believes that random testing and testing based on reasonable suspicion are appropriate to:

- Ensure the health, safety, and welfare of our student-athletes.
- Promote fair competition in intercollegiate athletics.
- Identify student-athletes who are improperly using drugs or alcohol and assist those student-athletes.
- Educate student-athletes.

The intent of these policies is to prevent use and abuse of prohibited substances by student-athletes through education, testing, and professional guidance/referral.

Education – providing student-athletes with accurate information about problems associated with substance use and abuse and promoting health and safety in sport.

Testing – analyzing biological specimens to detect prohibited substances student-athletes may introduce to their bodies and associated sanctions resulting from use detailed in this policy.

Professional Referral – facilitating appropriate treatment and rehabilitation of student-athletes.

Alcohol, Tobacco, and Other Drug Education

Participants who are educated about substance use in sport are more likely to make informed and intelligent decisions about usage. LSU Shreveport will provide drug and alcohol education opportunities for student-athletes. These educational programs will be designed to review athletic department, institutional, conference and national governing body policies related to alcohol, tobacco, and other drugs. Appropriate educational materials will be made available to participants including this policy.

Consent to Participate

As a condition of participation in intercollegiate athletics at LSU Shreveport, each student-athlete will be required to sign a consent form agreeing to undergo drug and alcohol testing and authorizing release of test results in accordance with this policy. Further, each student-athlete must authorize his/her healthcare provider(s) to provide medical information and discuss same with the Athletic Director, coaches, and athletic staff as such relates to the health, safety, fitness and ability of the student-athlete to participate in their sport and related training activities. Failure to consent to or to comply with the requirements of this policy may result in suspension from participation or termination of eligibility to participate in intercollegiate athletics at LSU Shreveport.

The Athletic Director or his/her designee, in their discretion, may temporarily suspend or qualify participation by any student-athlete upon reasonable belief that the student-athlete may be in violation of this policy, the LSU Shreveport Student Conduct Code, or any team rule or requirement. Upon finding that a student-athlete is in

violation of this policy, the Student Conduct Code, or any team rule or requirement, the Athletic Director may terminate, suspend, or qualify participation.

Alcohol

It is the responsibility of every member of the college community to be aware of the risks associated with alcohol use and abuse. The Athletic Department views the use of alcohol to be incompatible with the goal of athletic excellence. Student-athletes are required to conduct themselves in accordance with university policies, and federal, state, and local laws. (Section 5.2.32 of the Student Handbook) It should be understood that possession or consumption of alcoholic beverages by individuals under the age of 21 is a violation of state law and a violation of this policy. Likewise, it is illegal and a violation of this policy for a student-athlete to supply alcoholic beverages to persons under the age of 21.

The Athletic Department may suspend participation of any student-athlete upon a pending criminal charge, and may suspend or terminate participation upon a conviction, plea of guilty or plea of no contest to any of the following:

- Driving under the influence (DUI/DWI) or other motor vehicle violations involving alcohol or drugs.
- Public intoxication.
- Drunk and disorderly conduct.
- Other violations of local, state, or federal law involving alcohol or drugs, including possession.
- Other violations of local, state, or federal law involving alcohol or drugs and acts of violence.
- Minor in possession.

Even if such a criminal charge is ultimately dismissed, the student-athlete may be found to have violated this policy and be subject to sanctions as set forth herein.

Tobacco

The use of tobacco products is prohibited by all game personnel (e.g., coaches, student-athletes, athletic trainers, managers, and game officials) in all sports during practice, meetings, competition and other times when the student-athlete is representing the University.

Prohibited Drugs/Substances

LSU Shreveport is a member of the National Association of Intercollegiate Athletics (NAIA) and will use the NAIA list of banned drug classes. The drug and/or alcohol screening process may include analysis of, but is not limited to, the NAIA list of banned-drug classes. For an ongoing updated listing of the banned-drug list view the NAIA's web site at www.naia.org. Prohibited substances that LSU Shreveport may screen for include, without limitation, alcohol (in any sport), marijuana, PCP, opiates, MDMA (Ecstasy), amphetamines, cocaine, flunitrazepam (Rohypnol) and anabolic steroids. All student-athletes must keep the athletic training staff and/or team physician aware of any prescribed drugs and dietary supplements that he or she may be taking.

Specimen Analysis

The drug and/or alcohol screening process may include, but are not limited to, the following biological specimen collection methods:

-
- Urine testing
 - Saliva testing
 - Breath alcohol devices
 - Hair samples

Selected Types of Drug Testing

Unannounced Random Testing: All student-athletes who have signed the institutional drug-testing consent form and are listed on the institutional squad list are subject to unannounced random testing. The Director of Athletics or his/her designee may randomly select student-athletes from the official institutional squad lists.

Reasonable Suspicion Screening: A student-athlete may be subject to testing at any time when there is individualized reasonable suspicion to believe the participant is using a prohibited substance. Such reasonable suspicion may be based on information as determined by the Director of Athletics or by an Assistant Athletic Director, Head Coach, Assistant Coach, Athletic Trainer, or Team Physician, and deemed reliable by the Director of Athletics.

Reasonable suspicion may include, without limitation, 1) observed possession or use of substances appearing to be prohibited drugs, 2) arrest or conviction for a criminal offense related to the possession or transfer of prohibited drugs or substances, 3) observed abnormal appearance, conduct or behavior reasonably interpretable as being caused by the use of prohibited drugs or substances, or 4) information from others. Among the indicators which may be used in evaluating a student-athlete's abnormal appearance, conduct or performance are: class attendance, significant GPA changes, athletic practice attendance, increased injury rate or illness, physical appearance changes, academic/athletic motivational level, emotional condition, mood changes, and legal problems.

Re-entry Testing: A student-athlete, who has had his or her eligibility to participate in intercollegiate sports suspended as a result of a drug or alcohol violation, may be required to undergo re-entry drug and/or alcohol testing prior to regaining eligibility. The Director of Athletics or his/her designee shall arrange for re-entry testing after the counselor or specialist involved in the student-athlete's case indicates that re-entry into the intercollegiate sports program is appropriate.

Follow-up Testing: A student-athlete who has returned to participation in intercollegiate sports following a positive test under this policy may be subject to follow-up testing. Testing will be unannounced and will be required at the discretion of the Director of Athletics or his/her designee in consultation with the counselor or specialist involved in the student-athlete's case.

Sanctions

Refusal to sign a consent form prohibits a student-athlete from participating in any intercollegiate sport at LSU Shreveport. Any student-athlete who tests positive for a banned substance or who refuses to submit to a required test, and/or who violates the terms of the safe harbor program as described in this policy shall be subject to the sanctions below, which may be modified for good cause by the Director of Athletics. Sanctions for other violations of this policy are within the discretion of the Director of Athletics. All violations of this policy are cumulative.

First Offense: A student-athletes' FIRST POSITIVE identification of the use and/or abuse of prohibited substances are in serious violation of LSU Shreveport Athletics Department rules and ethics. A meeting will be called with the student(s) to discuss the relevant circumstances. At that point, the cooperation of the student-athlete in assessing his/her situation will weigh much in his/her favor as to what actions will result. The student-athlete's parent(s) will be notified of a positive test by the Director of Athletics.

Depending on the assessment of the student-athlete's situation, the LSU Shreveport Athletics Department may require a minimum of two hours of professional counseling to assist the athlete in a drug-free life. LSU Shreveport aids students with drug related problems through Counseling Services. Those students who voluntarily seek assistance from the center are assured that professional standards of confidentiality will be maintained. Referral to appropriate community agencies is available through the Counseling Services. University support services and programs are designed to encourage students to adopt and maintain healthy lifestyles.

The two hours of professional counseling **MUST** be completed within two weeks of notification of a positive test. If the counseling is not completed within those two weeks, the student-athlete will be ineligible to participate until the two hours of counseling is completed. If the Director of Athletics feels that the student-athlete's problem has been corrected, he/she will be allowed to continue participating in his/her sport. No student-athlete will be allowed to participate while intoxicated (intoxicated means a high level of any controlled substance not normally found in the human body.) Finally, the student-athlete will be asked to provide another urine specimen to be tested within the next thirty (30) days from the initial notification meeting of the first positive test result.

Second Offense: A student-athlete's **SECOND POSITIVE** identification of the use of prohibited substances is a **VERY SERIOUS** violation of LSU Shreveport Athletics Department rules and ethics. Members of the LSU Shreveport Athletics Department will again meet the student-athlete. The student-athlete shall be suspended indefinitely from any participation and/or 10% of his/her regular season from his/her sport, as follows:

- Baseball 5 games
- Basketball 3 games
- Soccer 1 game
- Tennis 1 match

The student-athlete **WILL NOT** be permitted to return to athletics participation until **ALL** of the following criteria have been met:

- Obtain a minimum of two hours of Rehabilitative Counseling through the Student Development and Counseling Center.
- Provide another specimen to be tested within the next thirty (30) days from the date of notification in the second confrontation meeting. Specimen must test negative. The student-athlete will be financially responsible for this follow-up test.

After the completion of the above criteria and with the recommendation of the University staff counselor, members of the LSU Shreveport Athletics Department will meet to reconsider the student- athlete's status. This **DOES NOT** guarantee the player's return to his/her sport. At any time, the Director of Athletics may require the student-athlete to demonstrate appropriate support and rehabilitation efforts.

Third Offense: A student-athlete's **THIRD POSITIVE** identification of the use and/or abuse of prohibited substances indicates to the LSU Shreveport Athletics Department that the said student-athlete will not conform to established rules and poses a safety hazard. Therefore, the LSU Shreveport Athletics Department will:

- Suspend this individual from any participation or involvement with LSU Shreveport Athletics Department for a period no less than one calendar year (365 days) from the date of the student- athlete's positive drug test.
- The student-athlete will be required to obtain a minimum of two hours of professional rehabilitative counseling, in addition to a referral to a local Alcohol & Drug Abuse Clinic prior to petitioning for reinstatement. Members of the Athletics Department shall meet only after the written request for the student-athlete to the Director of Athletics has been submitted. The committee shall then meet with the student-athlete to discuss his/her status.

Voluntary Disclosure/Safe Harbor

A student-athlete who has engaged in prohibited drug or alcohol use is encouraged to seek assistance from the Athletic Department by voluntarily disclosing his or her use prior to an announced drug test.

- If the student-athlete seeks assistance *prior* to being identified as having violated this policy or being notified that he or she must undergo screening, the impermissible use will not be deemed an offense for purposes of determining sanctions under this policy.
- The student-athlete will be required to undergo an evaluation by a substance abuse counselor. The counselor shall determine the appropriate form(s) of intervention and rehabilitation needed by the student-athlete, based on the circumstances of the case. The student shall authorize the counselor, or other healthcare provider, to provide a summary of his or her findings and recommendations to the Athletic Director.
- Failing to complete the treatment recommended by the counselor, or having a positive test for any banned substance that indicates new use after entering the Safe Harbor Program will be deemed the next subsequent offense under this policy.
- If the student-athlete regains his or her eligibility to participate in intercollegiate sports, he or she may be required to undergo unannounced follow-up tests at the discretion of the Director of Athletics.

Hearing

Student-athletes who test positive under the terms of the LSU Shreveport Intercollegiate Athletics Alcohol, Tobacco and Other Drug Education and Testing Policy, or are otherwise believed to have violated this policy, will be entitled to a hearing with the Director of Athletics prior to the imposition of any sanction. Requests for such a hearing must be made within forty-eight (48) hours of notification of a positive test result. If the forty-eight hours end on a weekend, the request must be made by noon on the next business day. Requests must be in writing and received by the Director of Athletics.

At the hearing, the student-athlete shall be advised of the information that suggests a violation of this policy and be given the opportunity to admit, deny or explain the alleged violation of this policy. The student-athlete may have an advisor present if the student so desires. However, the student-athlete must present his or her own case. The advisor may not speak or act on behalf of the student-athlete. Generally, the hearing should take place no more than seventy-two (72) hours after the written request is received. Either the student-athlete or the other parties involved may request an extension of time from the Director of Athletics, who will consider whether to grant the extension upon a showing of good cause. There will be an opportunity for the student-athlete to present evidence, as well as to review the results of any test. The decision by the Director of Athletics or his/her designee regarding the sanction to be imposed shall be final; however, within five (5) days of the decision by the Director of Athletics, the student-athlete may request a review by the Provost who, in his/her discretion, may review the decision.

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Drug-free workplace and drug testing policy [6.02.03](#) for Faculty and Staff (Revised 7-1-21)

This policy details the expectations, testing requirements, and sanctions surrounding the screening of drugs and/or alcohol for Faculty and Staff. The policy is located at (<https://www.lsus.edu/faculty-and-staff/human-resources/policy-statements>).

Campus Smoking Policy

Act 211 of the 2013 Louisiana State Legislative Session and Louisiana Revised Statute 40:1291.11(A)(2) designates all public post-secondary education sites as “tobacco-free”. The use of any tobacco products; smoked, smokeless, or vapor; are prohibited on LSUS property.

Sex Offender Statement

The federal Campus Sex Crimes Prevention Act of 2000 (CSCPA), which became law October 28, 2000, but which delayed certain provisions until October 27, 2002, amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act.

CSCPA provides special requirements relating to registration and community notification for sex offenders who are enrolled in or work at institutions of higher education. In addition to the Wetterling Act, CSCPA also amended the Clery Act, an annual crime reporting law, and the Family Educational Rights and Privacy Act of 1974 to allow the disclosure of this information regarding students. As provided in the Wetterling Act, any person required to register under a state sex offender registration program must notify the state regarding each institution of higher

education in that state at which the person is employed, carries on a vocation, or is a student of and must alert the state of any change in enrollment or employment status.

Under current state law, the computerized sex offender registry information can be obtained through local law enforcement agencies, such as the Caddo Parish Sheriff's Office, or the Louisiana State Police through their sex offender registration information line at 1-800-858-0551 between the hours of 8:00 a.m. and 4:30 p.m. The Louisiana sex offender website is [State Sex Offender and Child Predator Registry \(https://www.icrimewatch.net/louisiana.php\)](https://www.icrimewatch.net/louisiana.php).

The regularly updated information found within Louisiana's Sex Offender Registry also meets the criteria as described within section 121 of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16921)



First Aid Policy

To view the full first aid policy, please click [6.07.01 \(https://www.lsus.edu/faculty-and-staff/human-resources/policy-statements\)](https://www.lsus.edu/faculty-and-staff/human-resources/policy-statements).

First Aid Kit Locations

- Administration Building – Front Help Desk / Switchboard
- Bronson Hall – Office 226
- Business and Education Building – Office 101-D
- Community Outreach Building – Mounted on the wall of the main hallway.
- Facility Services – Shop area
- Health and Physical Education Building – Office 107
- Noel Memorial Library – First Floor Help Desk
- Red River Watershed / Anderson Building – Mounted on the wall of the hallway.
- Science Building – Office 104
- Science Lecture Auditorium – Side Closet just inside the Science Building side door.
- Technology Center – First floor in the Continuing Education Office.
- University Center – First floor near the entrance to the Barnes and Noble Bookstore.

Automated External Defibrillator (AED) – Trauma Kit Locations in each building

- In each police patrol vehicle (2)

- University Center (UC) – First floor near the entrance to the Barnes and Noble Bookstore.
- Administration – First floor South hall
- Science Building – First floor East wall near elevator
- Tech Building – First floor building center by elevator
- Business and Education Building – First floor Southwest hall near elevator
- Bronson Hall – First floor near elevator
- Noel Library – First floor south wall near Dean’s Office.
- Health and Physical Education Building – just inside the west entrance. (UC side)
- LSUS Athletics also has two. One is at every game with the LSUS Athletic Trainers, while the other is stored in the Pilot Field press box.



Missing Residential Student Policy

Changes to the Higher Education Opportunity Act (2008) mandated that any student residing in on-campus housing, who is believed to be missing (regardless of age) should be reported as a missing person and an investigation into their disappearance will be made. Additionally, Suzanne’s Law impels law enforcement agencies to notify the National Crime Information Center (NCIC) when anyone under 21 is reported missing. Suzanne’s Law was signed into effect during the spring of 2003 as part of the national “Amber Alert” Bill. This federal law is named after Suzanne Lyall, a State University of New York at Albany student, who has been missing since 1998.

Any Student under the age of 18 who is not emancipated, LSU Shreveport must notify a custodial parent or guardian within 24 hours of the determination that the student is missing. In addition, any additional contact designated by the student will be notified.

LSU Shreveport will notify local law enforcement with 24 hours of the determination that the student is missing. This includes LSUS Police notifying area agencies under the MOU.

Registration Procedures

- Each residential student aged 18 and over will designate a confidential contact who may be the same person listed as the student’s emergency contact, or the confidential contact may be an additional person. The person designated as the confidential contact will be notified no later than 24 hours after the student is determined to be missing.
- If a campus residential student is under the age of 18, and has not been emancipated, the student’s custodial parent or guardian shall be notified immediately once the student is determined to be missing.
- Each resident is provided a data form for which he or she will complete and return to the General Manager of the *Pilots Pointe Apartment (PPA)*, where that information will be filed and maintained. Each student resident is responsible for maintaining the accuracy of the contact information for the identified confidential contact.

Missing Person Procedures

- Any individual on campus who has information that a campus residential student may be missing must notify the LSUS PD immediately.

- The LSUS PD will gather all essential information about the missing student from the reporting person/student, from the missing student’s acquaintances, from LSU Shreveport faculty or staff, and from official university information sources. Such information will include, but is not limited to, a physical description, phone numbers, clothing description, information concerning where the student may be and/or whom they may be with, vehicle descriptions, information about the physical and emotional well-being of the student, a current photograph, a class schedule, and class attendance records.
- The reporting individual will provide information concerning efforts made to contact the student by telephone, text, email and/or social media directed to the student or to others who may have information concerning that student. LSUS PD will also attempt to contact the suspected missing student using those methods as well.
- LSUS PD will notify the campus residential student’s confidential contact or custodial parent/guardian no later than 24 hours after receiving the initial report that the student is missing.
- If the student is not located in a reasonable amount of time, or if it is apparent immediately that the campus residential student is missing, or it has been determined that the campus residential student has been missing for more than 24 hours; LSUS PD Officers will contact the Shreveport PD, the Caddo Parish Sheriff’s Department, and/or the Louisiana State Police to report the campus residential student as a missing person. LSUS PD will continue to assist the investigation and attempts to contact and locate the student.

Persons, or agencies, to contact to report a student who is missing:

- | | |
|--|--------------|
| • LSU Shreveport Dean of Students | 318-797-5116 |
| • LSU Shreveport Police Department, On-duty Officer | 318-455-5497 |
| • LSU Shreveport Chief of Police | 318-795-2392 |
| • Pilots Pointe Apartments, Main Number | 318-333-3407 |
| • Pilots Pointe Apartments, Resident Assistant on-call | 318-517-0747 |

Hazing Prevention Policy

LSU Shreveport defines hazing as any action taken or situation created intentionally that causes embarrassment, harassment, or ridicule and risks emotional and/or physical harm to members of a group or team, whether new to the group or not. Additionally, LSU Shreveport adheres to the Board of Regents’ *Uniform Policy on Hazing Prevention*.

Hazing is a serious public health concern and causes significant harm to individual students, student groups, and to the University. StopHazing.org reports three out of five college students experience hazing across a range of student organizations and results in significant injury and death. Not only does hazing result in a significant impact on the health of individual students, but it can also have lasting and negative impact on the health and well-being of the campus community. It is avoidable and LSUS commits to implementing proactive initiatives to guide the campus community in promoting a positive, safe campus environment.

LSU Shreveport Code of Student Conduct addresses hazing and holds students accountable for violations of the hazing policy. The Code defines hazing and provides broad descriptions of several forms of behavioral misconduct that may be relevant to hazing such as coercive behavior, endangerment, harassment, offensive behavior, and safety.

To encourage students to make responsible decisions, the university recognizes the need for amnesty from university sanctions in certain situations. Amnesty under this policy, when granted, excuses a student or

registered student organization from university sanctions under the Code of Student Conduct. Amnesty is intended to encourage action when an emergency is present. It is not intended to excuse any student or organization causing the emergency or unsafe condition. The decision to grant amnesty for violations of the Code of Student Conduct will be determined as provided in Section 3.4 of the Code of Student Conduct on a case-by-case basis.

LSU Shreveport has an educational [webpage \(https://www.lsus.edu/current-students/dean-of-students/hazing\)](https://www.lsus.edu/current-students/dean-of-students/hazing) dedicated to informing students about the dangers of hazing, the legal consequences of hazing, and how to identify and report hazing. [Prevent Zone \(https://lsus.prevent.zone/courses/\)](https://lsus.prevent.zone/courses/) has two hazing education and training modules.

Prevent Zone LSUS

Available courses

[Hazing Prevention 101™ Course – College Edition 2022](#)



Created in partnership with HazingPrevention.Org (and leading hazing prevention academicians) to provide evidence-based, best practices that teach you how to recognize, prevent and report hazing.

[Fraternity & Sorority Life \(Module\) 2022](#)



Prerequisite: Hazing Prevention 101™.

An add-on module that provides a deep-dive into issues specific to Fraternity & Sorority Life in chapters and colonies. Ideal for campus-based groups and national organizations. Requires completion of Hazing Prevention 101™.

Reporting Hazing

The elimination of hazing on our campus begins with reporting it. It is your responsibility to report hazing at the moment that you become aware of its occurrence. Hazing may be reported by any of the following ways:

- Campus Police 318-455-5497 or 911
- Dean of Students 318-797-5116
- National Hazing Hotline 1-888-NOT-HAZE or 1-888-688-4293
- Using the *Rave Guardian* App downloaded to your phone.
- Filling out the online [Hazing Report Form](#).
- https://cm.maxient.com/reportingform.php?LSUShreveport&layout_id=3

Criminal Laws and Fines related to Hazing in Louisiana

Acts 635, 637, and 640 of the 2018 Regular Session of the Louisiana Legislature, and Act 382 of the 2019 Regular Session of the Louisiana Legislature, and the 2019 Board of Regents Uniform Policy on Hazing assigns the following laws and penalties for Hazing.

The Max Gruver Act creates the crime of criminal hazing with offenders facing a fine up to \$1,000, imprisonment for up to six months, or both; if the hazing results in serious bodily injury, death, or if the hazing involves forced alcohol consumption that results in a blood alcohol level of at least .30, offenders will face a fine up to \$10,000 and imprisoned with or without hard labor for up to five years. Offenders, if found responsible, also face LSUS sanctions.

Louisiana Revised Statute 14:40.8 for Criminal Code

A. (1) Except as provided by Subsection D of this Section, it shall be unlawful for any person to commit an act of hazing.

(2)(a) Except as provided by Subparagraph (b) of this Paragraph, any person who commits an act of hazing shall be either fined up to one thousand dollars, imprisoned for up to six months, or both.

(b) If the hazing results in the serious bodily injury or death of the victim, or the hazing involves forced or coerced alcohol consumption that results in the victim having a blood alcohol concentration of at least 0.30 percent by weight based on grams of alcohol per one hundred cubic centimeters of blood, any person who commits an act of hazing shall be fined up to ten thousand dollars and imprisoned, with or without hard labor, for up to five years.

B.(1)(a) If any person serving as a representative or officer of an organization, including any representative, director, trustee, or officer of any national or parent organization of which any of the underlying entities provided for in Paragraph (C)(3) of this Section is a sanctioned or recognized member at the time of the hazing, knew and failed to report, as soon as practicable under the circumstances, to law enforcement that one or more of the organization's members were hazing another person, the organization may be subject to the following:

(i) Payment of a fine of up to ten thousand dollars.

(ii) Forfeiture of any public funds received by the organization.

(iii) Forfeiture of all rights and privileges of being an organization that is organized and operating at the education institution for a specific period of time as determined by the court. If the hazing results in the serious bodily injury or death of the victim, or results in the victim having a blood alcohol concentration of at least 0.30 percent by weight based on grams of alcohol per one hundred cubic centimeters of blood, the period of time shall be for not less than four years.

(b) Information reported to law enforcement as provided in Subparagraph (a) of this Paragraph shall include all details received by the organization relative to the alleged incident, with no information being redacted, including the name of all individuals alleged to have committed the act or acts of hazing.

(2) An education institution that receives a report alleging the commission of an act or acts of hazing by one or more members of an organization that is organized and operating at the education institution shall report, as soon as practicable under the circumstances, the alleged act or acts to the law enforcement agency having jurisdiction in the place where the alleged act or acts of hazing occurred. The information reported to law enforcement as required by this Paragraph shall include all details received by the institution relative to the alleged incident, with no information being redacted, including the name of all individuals alleged to have committed the act or acts of hazing. Any education institution who fails to comply with the provisions of this Paragraph may be subject to a fine of up to ten thousand dollars.

C. For purposes of this Section:

(1) "Education institution" means any elementary or secondary school or any postsecondary education institution in this state.

(2)(a) "Hazing" is any intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against another when both of the following apply:

(i) The person knew or should have known that the act endangers the physical health or safety of the other person or causes severe emotional distress.

(ii) The act was associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization.

(b) "Hazing" includes but is not limited to any of the following acts associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization:

(i) Physical brutality, such as whipping, beating, paddling, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity.

(ii) Physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, or calisthenics, that subjects the other person to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual or causes severe emotional distress.

(iii) Activity involving consumption of food, liquid, or any other substance, including but not limited to an alcoholic beverage or drug, that subjects the individual to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual or causes severe emotional distress.

(iv) Activity that induces, causes, or requires an individual to perform a duty or task that involves the commission of a crime or an act of hazing.

(c) A physical activity that is normal, customary, and necessary for a person's training and participation in an athletic, physical education, military training, or similar program sanctioned by the education institution is not considered "hazing" for purposes of this Section.

(3) "Organization" means a fraternity, sorority, association, corporation, order, society, corps, cooperative, club, service group, social group, band, spirit group, athletic team, or similar group whose members are primarily students at, or former students of, an education institution. "Organization" includes the national or parent organization of which any of the underlying entities provided for in this Paragraph is a sanctioned or recognized member at the time of the hazing.

(4) "Pledging", also known as "recruitment", or "rushing", means any action or activity related to becoming a member of an organization.

D. (1) This Section does not apply to an individual who is the subject of the hazing, regardless of whether the individual voluntarily allowed himself to be hazed.

(2) It is not a defense to prosecution for a violation of this Section that the individual against whom the hazing was directed consented to or acquiesced in the hazing.

E. (1) The penalties provided in Subsection B of this Section may be imposed in addition to any penalty that may be imposed for any other criminal offense arising from the same incident or activity, and in addition to any penalty imposed by the organization or education institution pursuant to its by-laws, rules, or policies regarding hazing.

(2) Nothing in this Section precludes any civil remedy provided by law.

Louisiana Revised Statute 17:1801 for Education

A. Hazing in any form, or the use of any method of initiation into organizations in any education institution supported wholly or in part by public funds, which is likely to cause bodily danger or physical punishment to any student or other person attending any such institution is prohibited.

B. Whoever violates the provisions of this Section shall be expelled, suspended, or dismissed from the education institution and not permitted to return for at least one semester, quarter, or comparable academic period. In addition, the person violating the provisions of this Section may also be subject to the provisions of R.S. 14:40.8 which provides penalties for certain hazing activities.

C. (1) If an organization has taken disciplinary action against one of its members for hazing or has reason to believe that any member of the organization has participated in an incident of hazing, the organization shall report the incident to the institution with which it is affiliated. If an organization or any of its members has been disciplined by a parent organization for hazing, the organization shall report the hazing for which the organization was disciplined to the institution with which it is affiliated.

(2) When the institution receives a report of an alleged incident of hazing pursuant to the provisions of Paragraph (1) of this Subsection, the institution shall do both of the following:

(a) Report to law enforcement as required by R.S. 14:40.8. The information reported to law enforcement shall include all information and details received by the institution relative to the alleged incident, with no information being redacted, including the name of all individuals alleged to have committed the act or acts of hazing identified in the report.

(b) Document in writing all actions taken with regard to the report including but not limited to the date the report was received, reports made to law enforcement as provided in R.S. 14:40.8, and any other information relative to the institution's investigation, processing, and resolution of the incident.

(3) The Board of Regents, in consultation with the public postsecondary education management boards, shall develop the following:

(a) A standardized form that organizations shall use in making the reports required by Paragraph (1) of this Subsection.

(b) A standardized form that institutions shall use to document such reports, reports made to law enforcement as provided in R.S. 14:40.8, and the manner in which each hazing incident is handled and resolved at the institution level.

(c) A policy relative to making available to the public certain information relative to hazing that is documented pursuant to this Paragraph.

D. For purposes of this Section and R.S. 17:1801.1:

(1)(a) "Hazing" means any intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against another when both of the following apply:

(i) The person knew or should have known that such an act endangers the physical health or safety of the other person or causes severe emotional distress.

(ii) The act was associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization.

(b) "Hazing" includes but is not limited to any of the following acts associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization:

(i) Physical brutality, such as whipping, beating, paddling, striking, branding, electric shocking, placing of a harmful substance on the body, or similar activity.

(ii) Physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, or calisthenics, that subjects the other person to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual or causes severe emotional distress.

(iii) Activity involving consumption of food, liquid, or any other substance, including but not limited to an alcoholic beverage or drug, that subjects the individual to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual or causes severe emotional distress.

(iv) Activity that induces, causes, or requires an individual to perform a duty or task that involves the commission of a crime or an act of hazing.

(c) A physical activity that is normal, customary, and necessary for a person's training and participation in an athletic, physical education, military training, or similar program sanctioned by the postsecondary education institution is not considered "hazing" for purposes of this Section.

(2) "Organization" means a fraternity, sorority, association, corporation, order, society, corps, cooperative, club, service group, social group, band, spirit group, athletic team, or similar group whose members are primarily students at, or former students of, a postsecondary education institution. "Organization" includes the national or parent organization of which any of the underlying entities provided for in this Paragraph is a sanctioned or recognized member at the time of the hazing.

(3) "Pledging" means any action or activity related to becoming a member of an organization, including recruitment, and rushing.

(4) "Postsecondary education institution", "education institution", and "institution" mean any postsecondary education institution in this state supported wholly or in part by public funds.

Weapons Policy

LSU Shreveport is a firearm-free zone. The use of weapons by university police personnel is governed by state law and departmental regulation. LSU Shreveport Police Department enforces all provisions of the state Criminal Code including those prohibiting possession of firearms within a firearms free zone as provided in R.S. Code 14:95.2

As it relates to ALL colleges and universities, R.S. Code 14:95.2 prohibits the carrying of a firearm by a student (or non-student) on university property and is defined as the intentional possession of any firearm on one's person, on a university campus, within 1,000 feet of a university campus, at a campus-sponsored function (sporting event) or on a school bus. The penalty upon conviction is imprisonment at hard labor for not more than five years.

The statute does not apply to:

- A federal law enforcement officer or a Louisiana-commissioned state or local Post Certified law enforcement officer who is authorized to carry a firearm.
- A school official or employee acting during the normal course of his employment or a student acting under the direction of such school official or employee.

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- Any person having the written permission of the principal or as provided in R.S. Code 17:3361.1
 - The possession of a firearm occurring within 1,000 feet of school property and entirely on private property or entirely within a private residence.
 - Any constitutionally protected activity that cannot be regulated by the state, such as a firearm contained entirely within a motor vehicle.
 - Any student carrying a firearm to or from a class, in which he is duly enrolled, requires the use of the firearm in the class.
 - A student enrolled or participating in an activity requiring the use of a firearm including but not limited to any ROTC function under the authorization of a university.
 - A student who possesses a firearm in his dormitory room or while going to or from his vehicle or any other person with permission of the administration.
 - Any person who has a valid concealed handgun permit issued pursuant to R.S. Code 40:1379.1 or 1379.3, and who carries a concealed handgun within 1,000 feet of any school campus.

In addition to such criminal penalties as may be imposed, the unlawful use, possession, or carrying of a firearm or dangerous weapon within LSU facilities and premises by an employee shall be cause for termination of employment. Further, otherwise legal possession or use of a firearm by an employee in a manner which reasonably endangers the safety of others shall be cause for disciplinary action by LSU Shreveport.

The LSU Shreveport campus, along with the property that *Pilots Pointe Apartments* resides upon, is designated as a firearm-free zone as defined by federal and state law.

Other Policies

All other additional LSU Shreveport policies can be found on the [Policy Statements](https://www.lsus.edu/faculty-and-staff/human-resources/policy-statements) webpage located at (<https://www.lsus.edu/faculty-and-staff/human-resources/policy-statements>).

On Campus Housing -Pilots Pointe Apartments

On the north side of campus, just across Pierre Bayou, is a section of LSU Shreveport property that since 1993 has provided housing to LSU Shreveport with the construction of a sixteen (16) building apartment complex. One of the buildings serves as the “Office and Clubhouse” while the others provide living arrangements for students in either a studio style, super-two, or traditional four-person apartment arrangements. There are currently 394 bed spaces on the property.



From 1993 until 2020, the complex was leased and managed by the CLV Corporation of Australia and referred to as the *University Courts Apartments*. On April 1, 2020, the complex was purchased outright by the LSU Shreveport Foundation and the name changed to *Pilots Pointe Apartments*. Simultaneously, an outside property management company, “RISE”, were hired by the LSUS Foundation to control the leasing processes along with managing the overall property.

Further information about the RISE Real Estate organization, their structure, and their Covid-19 information can be found on their [webpage. \(https://risere.com/\)](https://risere.com/)

Property Employees

RISE installed several employees to operate and manage the property and its tenants. The General Manager for the Pilots Pointe Apartment is also in charge of locating, hiring, and training their respective Resident Assistants and Maintenance support staff.

Resident Assistants are tasked as their title suggests, assisting the resident and addressing as many of their concerns as possible. Typically, these concerns revolve around maintenance issues or contract concerns. However, the RA’s will also respond to criminal incidents and calls for service with the LSUS PD. Nightly, an RA is scheduled to be on call whenever a resident calls 318-517-0747 about a security concern or matters involving their apartment.

For more information about the *Pilots Pointe Apartment*, their lists of amenities or their internal tenant policies please, click <https://pilotspointe.com/> or call 318-333-3407. Please note that all resident lease agreements and contract terms are those of RISE, and not those of LSU Shreveport.

The complex is available for lease by actively enrolled students only, faculty/staff, and on some occasions, a few of these are families with minor children. The PPA is not open to the public.

Tornado Warnings Policy

During a tornado, RISE team members take measures to minimize injuries and loss of life.

- A tornado warning means that a tornado has been sighted or indicated on the weather radar. Team members follow safety guidelines during a tornado, taking cover to protect their safety.

Tornado Warning

- If a tornado warning has been issued, take immediate cover in a pre-determined room/shelter. The area should be:
 - Lowest level of a building
 - Most interior room (away from windows, doors, outside walls, corners)
- Do not open windows or doors.
- Get under a sturdy table.
- Cover your head and neck.
- Remain in a safe area until the storm passes.

Fire Safety Policy

Our residents will appreciate that RISE team members take all possible measures to prevent fires from starting.

- In the event of a fire, call 911.
- RISE has a no hero firefighting policy. This policy states team members are to put out small fires that can be contained with a single fire extinguisher. However, if the fire gets out of hand, all team members must leave the building at once.
- RISE team members will be educated on how fires start and how to prevent them.
- Review the Fire policy located in the Emergency Procedures manual for information regarding steps to take in the event a fire occurs.

Process

- Educate all RISE team members on how fires start and how to prevent them:
 - Flammable liquids like oil, gas, kerosene, solvents, and many chemicals are a fire hazard mainly because of their invisible vapors. A fire occurs when these fast-traveling, invisible vapors encounter an ignition source.
 - Smoking is another cause of fire. Lit cigarettes or matches easily ignite anything capable of burning, such as wood, paper, or flammable liquids.
 - Welding and cutting operations are a fire hazard because of the flames and sparks created.
 - Spontaneous combustion is the slow buildup of heat in flammable materials that eventually erupts into fire.
- Do not smoke in or around the maintenance shop or any other flammable or hazardous chemical.
- Be alert when working with flammable substances, electricity, welding or cutting tools, or in any area that contains flammable materials.
- Never use wiring with frayed or worn insulation. Report such conditions to your supervisor.
- Verify ground connections are sound.
- Do not overload fuses, circuits, motors, or outlets.
- Do not keep flammable materials near lights or machinery.
- Use the correct fuse for the job.

Tools and Resources

- Appropriate fire extinguisher

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- RISE safety guidelines

Complex Safeguards

The *Pilots Pointe Apartments* are surrounded with fencing, wrought iron or wood, designed to prevent intrusion by others off campus. Within the fence are two pedestrian gates that must be activated by an issued magnetic card to enter the property. The same process occurs at the vehicle entry gate.

Also installed around the complex are security cameras that constantly record day-to-day activities and are available for review should something happen.

Fire suppression systems are described below in the Fire Safety Report section.

Emergency Notifications to Residents

Currently, the PPA primarily houses LSU Shreveport students. However, because of certain contractual obligations, the PPA also houses students from three other local area colleges and universities. Knowing that the LSU Shreveport Rave Alert only reaches LSU Shreveport Students, the following steps were taken to ensure that the entire population of the PPA receives an alert if one should be sent.

The PPA General Manager has been issued an LSU Shreveport email address and this, along with their cell phone information, were uploaded into the RAVE Alert Database in order to receive any future alerts. Therefore, future incidents that would affect the housing complex, the General Manager will receive the initial notification sent out to the LSU Shreveport campus, copy it, and send onward to all of the residents via the internal systems (*Active Building*) that *RISE* has in place. Their messages will go out typically as an email to the rest of the residents.

Law Enforcement Roles and Responsibility

The LSUS PD has the law enforcement jurisdiction at the *Pilot Pointes Apartment* and are seen there frequently throughout the day and night. Contract security guards are also on the premises nightly to provide an additional level of protection for the residents.



Campus Notification System

In the event a situation arises either on or off campus, that, upon confirmation of a significant emergency, constitutes an ongoing or continuing threat to the campus community, they will usually be sent out campus wide. The alert may be disseminated by the following:

- LSUS “Rave Alert” system
- LSUS “Rave Guardian” phone app
- LSUS Housing at the Pilot’s Pointe Apartments
- Electronic medium (e-mail system)
- Posters on bulletin boards
- or inclusion in the campus news media (Facebook, Twitter)

The mode of dissemination will be made by whichever is most appropriate for the situation by the LSUS PD Chief of Police and/or the LSUS Office of Media and Public Relations.

Timely Warnings versus Emergency Notifications

LSU Shreveport issues two distinctive types of notifications to members of campus. They are Timely warnings and Emergency Notifications.

- Timely warnings are best described as a warning for an incident that has already occurred or is an ongoing incident, such as Clery related crimes on campus.
- Emergency notifications are best described as being used to anticipate a potential future incident, such as weather emergencies on campus.

Campus Emergency Notification Steps

Upon discovery of a potential event or issue by a member of the campus community, the LSUS PD shall be notified, who will then make every effort to confirm that the event is occurring. If the event is confirmed by a member of the LSUS PD, the LSUS PD will then notify one or more of the following campus administrative areas – the Chancellor, the LSUS Chief of Staff, the Vice Chancellor for Business Affairs, Vice Chancellor for Academic Affairs (Provost), or the Dean of Students to advise them of the situation. A decision will then be made, as soon as reasonably possible, by the campus administration if there is a need to initiate the emergency notification system and alert the campus community. The campus community shall be notified immediately upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, or staff occurring on campus. This notification will be sent by either the LSUS Chief of Police, Media and Public Relations or whoever they delegate the notification to be sent.

In the event that issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency; then the emergency notification will not be made until safe to do so.

The notification to the campus shall be made using the most appropriate method, to include the regular campus email system, telephone trees, and the LSUS “Rave Alert”, which includes cell phone, text messages and emails.

Students, faculty, and staff are automatically entered into the “Rave Alert” database at the time that they either enroll for classes or are employed, but they are also responsible for updating their information when they change phone numbers or email addresses. However, once the names and numbers are populated to the database, that individual can never “opt-out” until they are eventually purged by means of graduation or transfer.

The notification shall advise persons that either a response or a reaction is needed from them. This could include whether they should evacuate or remain in place, where to avoid, where to safely exit the campus, or it possibly could contain a suspect description if local law enforcement agencies are searching for anyone. All buildings shall have posted in their facilities an evacuation map showing safe routes to take when exiting the building.

The LSUS PD will also notify all local first responders via Shreveport Police Dispatch if the event or emergency is of a size that consumes the resources on hand at that moment. Local media outlets will only be notified by the LSUS Office of Media and External Relations.

Reasonable efforts will be made to provide follow-up information on an active event using the LSUS website, Facebook, or Twitter in order to keep the campus community up to date. The information to reopen campus, or resume normal operations, can no longer be sent using the RAVE Alert system.

The RAVE alert system is tested usually monthly to ensure that the system is properly working and available to notify the LSU Shreveport campus community. These tests do not send notifications to all users, but are received by members of LSUS Police, Information Technology department, Chief of Staff, Business Affairs, Media/PR and on campus housing.

It should be mentioned that an incident that impacts the campus does not always have to originate from campus. Incidents such as a chemical spill, or robbery, which could have the potential to come on to campus may also require a notification sent to campus once the information is verified by officials.



For emergency notifications at the *Pilots Pointe Apartments*, please refer to the “Housing” section.

Notice: As of September 1st, 2022, LSU Shreveport will ONLY be able to send out warnings or notifications to the campus community as it pertains to the initiation of an incident and the immediate campus response. Any further actions of the same incident, or updates, are now no longer allowed per a national mandate from the Federal Communications Commission. The RAVE Alert system utilizes cellular towers to disseminate all SMS (text) messaging and during major events, these towers can be overloaded causing a stoppage of any data being sent.

Moving forward, all issued warnings or notifications will have an included sentence asking the recipient to “regularly refer to the LSUS webpage for any updates”. As it is understood currently, based on the FCC’s criteria, this means that all messages sent to notify the campus community that school will reopen are no longer allowed.

Campus Timely Warning Steps

Upon discovery of an imminent threat or ongoing issue by a member of the campus community, the LSUS PD shall be notified, who will then make every effort to confirm that the event is occurring. If the event is confirmed by a member of the LSUS PD, the LSUS PD will then notify one or more of the following campus administrative areas – the Chancellor, the LSUS Chief of Staff, the Vice Chancellor for Business Affairs, Vice Chancellor for Academic Affairs (Provost), or the Dean of Students to advise them of the situation. A decision will then be made, as soon as reasonably possible, by the Chief of Police and campus administration if there is a need to initiate the Timely Warning system and alert the campus community. The campus community shall be notified within a reasonable amount of time with regards to certain Clery crimes committed that are defined as an immediate threat to the health or safety of students, faculty, or staff occurring on campus. Timely warnings are also sent for ongoing

issues that involve the health or safety of students, faculty, or staff. This notification will be sent by either the LSUS Chief of Police, Media and Public Relations or whoever they delegate the notification to be sent.

If issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency; then the emergency notification will not be made until safe to do so.

The notification to the campus shall be made using the most appropriate method, to include the regular campus email system, and the LSUS “Rave Alert”, which includes cell phone, text messages and emails.

Students, faculty, and staff are automatically entered into the “Rave Alert” database at the time that they either enroll for classes or are employed, but they are also responsible for updating their information when they change phone numbers or email addresses. However, once the names and numbers are populated to the database, that individual can never “opt-out” until they are eventually purged by means of graduation or transfer.

The notification shall advise persons that either a response or a reaction is needed from them. This could include whether they should evacuate or remain in place, where to avoid, where to safely exit the campus, or it possibly could contain a suspect description if local law enforcement agencies are searching for anyone. All buildings shall have posted in their facilities an evacuation map showing safe routes to take when exiting the building.

The LSUS PD will also notify all local first responders via Shreveport Police Dispatch if the event or emergency is of a size that consumes the resources on hand at that moment. Local media outlets will only be notified by the LSUS Office of Media and External Relations.

Reasonable efforts will be made to provide follow-up information on an active event using the LSUS website, Facebook, or Twitter in order to keep the campus community up to date. The University annually reviews the policies and procedures and make any changes necessary for the protection of the campus community. Annual safety drills and table-top exercises are conducted, and the results of these are documented and assessed for changes and/or modifications of current policy and procedures.

It should be mentioned that an incident that impacts the campus does not always have to originate from campus. Incidents such as a chemical spill, or robbery, which could have the potential to come on to campus may also require a notification sent to campus once the information is verified by officials.

Members of LSUS campus can utilize the app *RAVE* Guardian to report crimes on a voluntary, confidential basis which allows LSU Shreveport Police department investigate and include crimes in the annual Clery report.

Emergency Response and Evacuation Procedures

The LSUS PD is committed to maintaining a safe and secure living, learning, and working environment for the students, faculty, staff, and visitors to enjoy the campus. To maintain this safe environment, LSUS has developed an “Emergency Procedures Guide”; a link to which can be found on the LSUS PD website at LSUS Police Emergency Procedures.

The Emergency Procedure Guide includes the latest industry standards and accepted best practices, so everyone is encouraged to periodically check for new updates. Additionally, the guide was developed with the intent to provide some reminders of what to think or look for in various situations and it was not designed to provide a specified response to all hazards because each hazard could vary from one to another. The utilization of common sense is strongly encouraged during any hazards, incidents, or disasters that you find yourself in.

Building Evacuation Procedures

- Faculty, Staff, and Students are urged to familiarize themselves with evacuation procedures for the buildings; locate the nearest exits and fire extinguishers.
- Utilization of “evacuation Chairs” located throughout the Campus to help evacuate those with disabilities.
- If you live on campus, set up a meeting place with housemates or fellow tenants.
- Participate in all drills when you hear the alarms ring in a university building, or when you receive a *RAVE Alert* titled “Drill”.
- In the event of a fire, stay low and exit the building quickly and safely. Also, try to avoid breathing in as much smoke as possible.
- Grab your shoes and possibly a jacket.
- Never use elevators – always use the stairs.
- Help others evacuate – knock on doors or check bathrooms as you leave the building and help those with a physical disability evacuate the building. Those with disabilities should go to the nearest stairwell on their floor. If a student uses a wheelchair, immediately call 911!
- Be alert for suspicious activity – an alarm could possibly be part of a different crime in progress.
- Call the LSUS PD immediately and explain the situation if the alarm in a building has been set off by accident.
- Immediately report any vandalism or tampering with the alarm.
- Close classroom or office doors upon exiting.
- Do not return into any building until you receive an “all clear” email or social media update.

Evacuation Chairs

LSU Shreveport has installed stair chairs at different locations around campus in an effort to assist anyone with disabilities on campus evacuate a building during an emergency. When using the stair chairs to assist with evacuations, it is a must that the person being placed in the chair is properly secured using the provided restraints on the chair to ensure the safe evacuation of the person requiring the use of the chair. Once safely on the ground level, assist the person in the chair to the appropriate evacuation point for that specified building.

For evacuation points, see the section labeled “**Evacuation Point Locations**”.

Stair chairs are located at the following points around campus:

- 2nd floor of the Administration building near the stairs by the water fountain
- 4th floor of Bronson Hall by BH 463
- 2nd floor of Bronson Hall by BH 263
- 2nd floor of Business Education by BE 215
- 3rd floor of Business Education by BE 301
- 2nd floor of Noel Memorial Library in elevator lobby
- 2nd floor of University Center by UC 201
- 2nd floor of H&PE by HPE 203
- 2nd floor of Technology Center by TC 222
- 2nd floor of Technology Center by TC 258
- 2nd floor of Science building by SC 224
- 2nd floor of Science building by SC 223

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- LSUS Police have access to an unmounted chair in the Administration building that can be accessed to be utilized at any area of campus.

Drills, Testing and Fire Alarm Testing on LSU Shreveport Campus

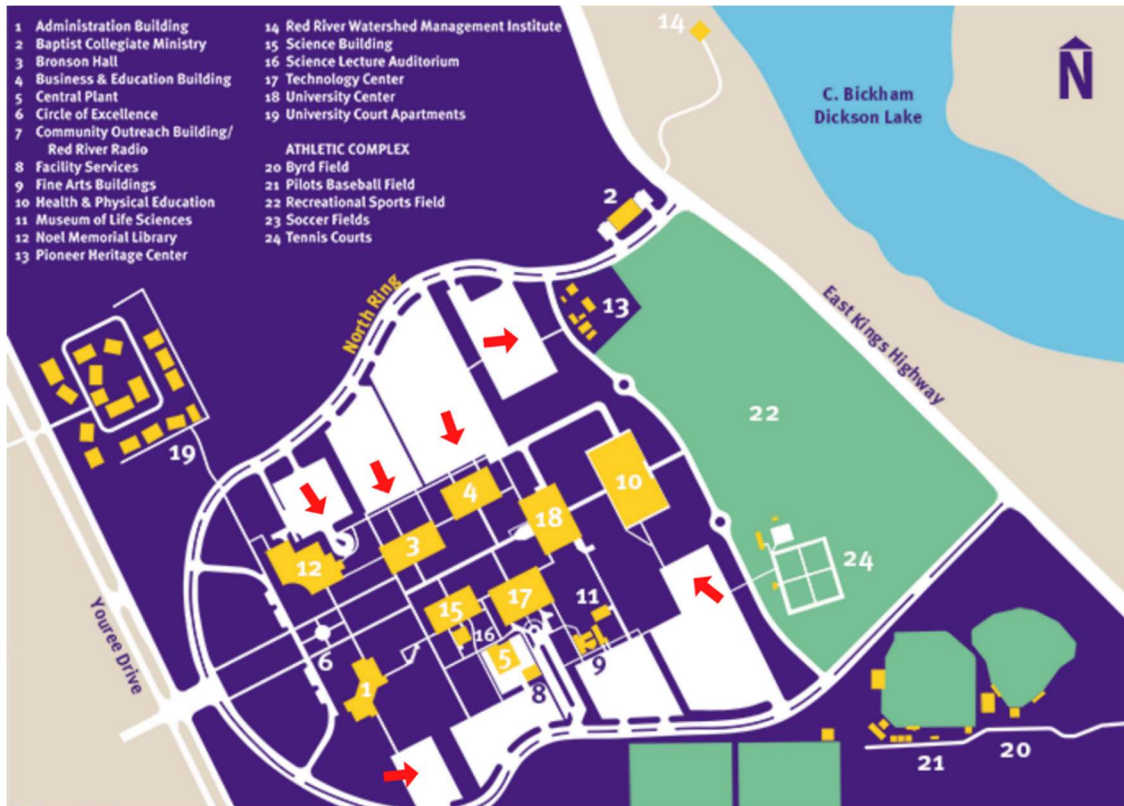
The LSU Shreveport Director of Safety along with the Emergency Response Planning team conduct building evacuation drills along with testing Fire alarms and Emergency response drills throughout the year. During this current 2023 Calendar year, the Emergency Response Planning Team revamped the LSU Shreveport Emergency Response Plan and began working to increase drills throughout the campus.

The Director of Safety and ERP team keeps all documentation regarding date, time of drills and whether they were announced or unannounced. LSU Shreveport conducted 1 fire drill and 1 fire alarm test on campus in the month of May 2022 and May 2023.

Evacuation Point Locations:

Most designated areas are in the parking lots of the building that they serve, or which is closer. However, some buildings have a few alternate locations. Faculty members and Department Chairs should plan to take some form of roll, or headcount, to ensure that everyone from their area safely exited the building.

- Administration Bldg.: The staff parking lot to the south, or the “Circle of Excellence” to the north.
- Bronson Hall: The parking lot to the north.
- Business and Education Bldg.: The parking lot to the north.
- Facility Services and Central Plant: The parking lot to the south nearest to the bus station.
- Health and Physical Education Bldg.: The parking lot to the south.
- Noel Memorial Library: the parking lot to the northwest. This lot has staff parking spaces in it.
- Science Bldg. and the Science Lecture Auditorium: The parking lot to the south of these buildings, or to the grass area to the southwest.
- Technology Center: the narrow parking lot to the south of the building.
- University Center: The Pioneer Heritage Center parking lot to the north.



Annual Disclosure of Clery Crime Statistics

Preparing the Annual Security Report.

In addition to Federal and State laws, LSUS complies with the Jeanne Clery Disclosure of Campus Security Police and Crime Statistics Act. The University is responsible for preparing, publishing, and distributing the Clery Act's Annual Security Report. The Annual Security Report highlights safety practices and resources that are available to all current LSUS community members. Statistics concerning reported Clery crimes (including Violence Against Women Act and hate crimes) that occurred for the previous three years are included in this report. This includes Clery crimes that occurred within property owned, leased, or controlled by LSUS and on public property immediately adjacent to or on thoroughfares running through the campus. Crime statistics are collected by the Clery Coordinator through several methods. The main method is when University police officers enter directly received reports of alleged crimes into an integrated Records Management System (RMS). Reports are reviewed by Clery Coordinator to ensure it is classified in the correct crime category. Reported crimes are recorded in accordance with the crime definitions outlined in the FBI National Incident-Based Reporting System (NIBRS) User Manual and UCR Hate Crime Data Collection Guidelines and Training Manual. In addition to the crime data reported to LSUS UPD, we also collect and include information about crimes and disciplinary referrals reported to Campus Security Authorities (campus officials with significant responsibility for student and campus activities). Certified letters are mailed annually to local law enforcement agencies requesting their Clery crime statistics on-campus, non-campus, and public property (not including businesses and residential homes) adjacent to and within the university's campuses. Local law enforcement agencies are not required to provide statistics; however,

documentation is required to show a good faith effort was made. All statistics are then reviewed by the Clery Coordinator for accuracy and inclusion in the annual security report. The drafted annual security report is forwarded to the Director of Public Safety for review and then to the Chancellor for final approval. The Annual Security Report is distributed and made available to all current and prospective students and employees of the institution. Crime statistics are then submitted to the Department of Education via web-based data collection system.

LSUS Campus Crime Statistics															
	Student Housing			On-Campus			On-Campus Total			Non-Campus			Public Property*		
	21	22	23	21	22	23	21	22	23	21	22	23	21	22	23
Criminal Homicide															
Murder or Non-negligent Manslaughter	0	0	0	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	0	0	0
Criminal Offenses															
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	1	1	0	0	1	0	1	2	0	0	0	0	0	0
Burglary	1	1	0	1	0	0	2	1	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0
Arson	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0
Sex Offenses															
Fondling	0	0	1	0	0	2	0	0	3	0	0	1	0	0	0
Incest	0	0	0	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	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Violence Against Women Act															
Dating Violence	1	2	0	0	1	0	1	3	0	0	0	0	0	0	0
Domestic Violence	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Stalking	1	1	0	5	2	8	6	3	8	0	0	0	0	0	0
Liquor Law Violations															
Alcohol Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Alcohol Referrals	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0
Drug Law Violations															
Drug Arrests	0	0	0	1	0	1	1	0	1	0	0	0	0	0	0
Drug Referrals	0	22	6	0	0	2	0	22	8	0	1	0	0	0	0
Illegal Weapons Possession															
Weapon Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Referrals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	4	27	8	8	5	14	12	32	22	0	1	1	0	0	0

Statistical Data Compiled by Ofc. Ryan Moore

Clery Crime Definitions

The following crimes are those that the United States Department of Education require colleges and universities to keep statistical data on, and to publish annually. The federal government definitions accompany them along with the corresponding Louisiana State Revised Statute (RS) Code. For further explanation of these on the state level, please click [here](https://www.legis.la.gov/Legis/LawSearch.aspx) (<https://www.legis.la.gov/Legis/LawSearch.aspx>) to search for any Louisiana Revised Statute Code or Law.

Murder and Non-Negligent Manslaughter - Murder is the willful killing of one human being by another. Non-Negligent Manslaughter would include those that die as a result of a fight, argument, quarrel, assault and those that die during the commission of another crime.

Negligent Manslaughter - Negligent Manslaughter is the killing of another person through gross negligence. In other words, it is simply something that a reasonable and prudent person would not do.

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

Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed. Aggravated assault also includes poisoning (date rape drug, etc.).

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

Motor Vehicle Theft - The theft, or attempted theft, of a motor vehicle. Motor vehicle thefts are best defined when a person does not have lawful access to, but exercises control over, another's automobile. Statistics are also counted for those where the vehicles were later found abandoned, or if the vehicle was used for "joyriding".

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

Sex Offenses

Sex Offenses (Sexual Assault) - Sex Offenses are any sexual act directed against another person, without the consent of the Complainant including instances where the Complainant is incapable of giving consent. Sex Offenses are broken down into two categories:

1. Forcible, or with force:

- Forcible Rape – The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the Complainant.
- 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 (non-consensually) in instances where the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- Sexual Assault with an Object – To use any object or instrument to 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 (non-consensually) in instances where the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- Fondling – The touching of the private body parts of another person (buttocks, groin, breasts) for the purpose of sexual gratification, forcibly and/or against that person's will (non-consensually) or not forcibly or against the person's will in instances where the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity. Sexual Battery (LA R.S. 14:43.1), even though it is classed as a misdemeanor, is included in this section.

2. Non-forcible, or without force:

-
- Incest – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by Louisiana law.
 - Statutory Rape – Non-forcible sexual intercourse with a person who is under the statutory age of consent of Louisiana.

Violence Against Women Act (VAWA)

Dating Violence - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on the Complainant's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition, Dating Violence includes, but is not limited to, sexual or physical abuse or threat of such abuse. Dating Violence does not include acts covered under the definition of Domestic Violence.

Domestic Violence - A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the Complainant;
- By a person with whom the Complainant shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner;
- By a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Louisiana; or
- By any other person against an adult or youth who is protected from that person's acts under the domestic abuse or family violence laws of Louisiana. *To categorize an incident as Domestic Violence, the relationship between the parties must be more than people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship.

Stalking - Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

For the purposes of this definition:

- E. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- F. Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant.
- G. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.
- H. Nothing in these definitions will be interpreted in a way that violates the First Amendment rights of any individual.

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

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

Weapon Law Violations: 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; all attempts to commit any of the aforementioned

Hate or Bias-based Crimes

A hate crime is defined as any crime that manifests evidence that a victim was selected because of his/her actual or perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin; or disability. A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias.

If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's perceived race; gender; gender identity; religion; sexual orientation; ethnicity; national origin; or disability, the crime is classified as a hate crime. LSUS utilizes the FBI Data Collection Manual for classifications of Hate or Bias-based crimes.

Hate Crimes	
2023	0
2022	0
2021	0
Unfounded Crimes	
2023	1
2022	0
2021	0

Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin. Although there are many possible categories of bias, under Clery, only the following eight categories are reported:

- **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 distinguish 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.
- **Gender Identity** - A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.
- **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 person or group of persons based on their actual or perceived sexual orientation.
- **Ethnicity** - A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often

including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that “race” refers to grouping based mostly upon biological criteria, while “ethnicity” also encompasses additional cultural factors.

- 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/or traditions.
- 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.

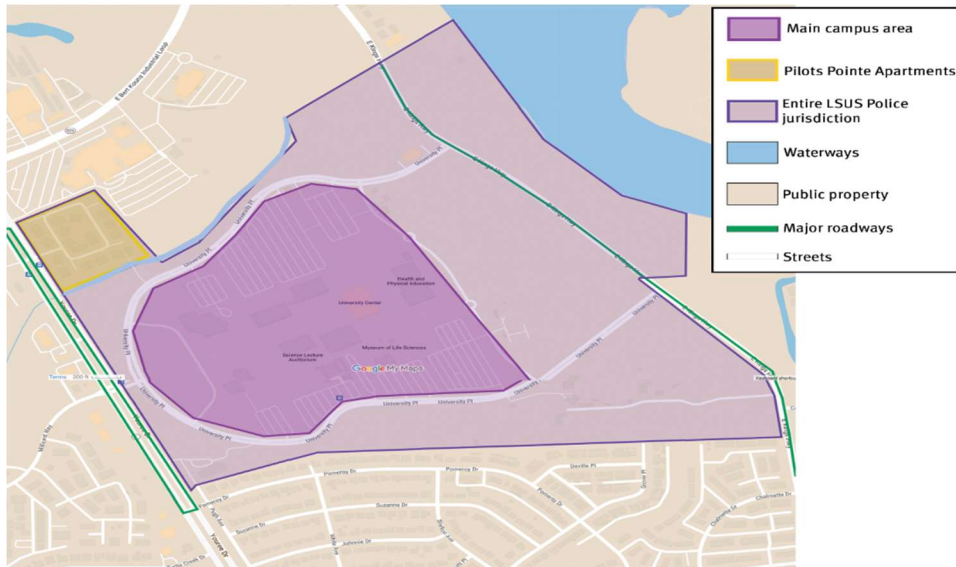
A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, religion, ethnicity, national origin, gender, gender identity, sexual orientation, or disability, the crime is classified as a hate crime.

If a hate crime occurs during an incident involving larceny, simple assault, intimidation or vandalism, Clery requires that the statistic be reported as a hate crime even though these four crime classifications by themselves are not Clery-reportable crimes. These are:



- Larceny or Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black’s Law Dictionary, 6th ed. as “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, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Clery Geographic Categories



All institutions of higher education must report statistics for Clery offenses occurring in areas that meet the definitions below. In essence, the geography to each reported Clery offense can be broken down into three general areas: On Campus (with an additional distinction for campus student housing), On public property within or immediately adjacent to LSU Shreveport, or at other property and buildings not attached to LSU Shreveport but have control over.

On-campus - Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls. Also, this includes any building or property that is within or reasonably contiguous to the area identified, that is owned by an institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

- Building(s) include: Administration Building, Science Building, Science Lecture Auditorium, Technology Center, University Center, Health & Physical Education Building, Bronson Hall, Business and Education Building, Noel Memorial Library, Red River Radio/Community Outreach Building, Fine Arts Building, Life Sciences Museum, Pioneer Heritage Center, Baptist Collegiate Ministry, Anderson Red River Watershed Management Institute, and all sports facilities.
- Other areas include: The parking lots to each building, the parking lot and grounds area of the *Pilots Pointe Apartments*, each sidewalk throughout campus, as well as the "Ring" and "Cut Through" roads. These particular roadways are owned and maintained by LSU Shreveport but are heavily traversed by both LSUS affiliates and the public.

Residential Facilities: Residential facilities are a subset of the locations that are defined under "on-campus." The crime statistics that are reported in this column are also included in the column under "on-campus"; and they are not additional incidents.

- Building(s) included: The individual buildings of the *Pilots Pointe Apartment (PPA)*. Since the PPA does not have a parking garage attached to the buildings, the parking lot inside the PPA fence is not included in this category.

Non-campus: (1) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or (2) any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students and is not within the same reasonably contiguous geographic area of the institution.

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- Building(s) included: The “Pennzoil Property” in the Cedar Grove Neighborhood and any location used for LSUS study abroad programs. This category would also include the travel of students and student athletes.
 - The LSUS Foundation recently acquired the Spring Street Museum in downtown Shreveport to foster educational opportunities and fundraising abilities for student scholarships. As of this publication, the property is not being used for academic purposes as Clery defines currently. The foundation will be using this property for all area schools including elementary, middle, and high schools as well as LSUS education in the future.
 - For student athletes, and school organizational trips, a list of hotels and dates are provided to the LSUS PD. Requests, with the list of Clery crimes are then sent out to the law enforcement agency having jurisdiction for that hotel. Any responses would be calculated in this category along with notation made.

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

- Areas include: Youree Drive, Millicent Way and East Kings Highway.

Unclassifiable: When Clery crimes are reported to the LSUS PD or other LSU Shreveport Officials that have occurred away from campus that cannot be applied to any of the other options above, they will be classified in this category. These would include crimes or reports that include locations such as someone’s private residence or business. If used, these would be notated in the “notes” section near the statistics to offer clarification. The LSUS PD believes that these crimes, even though they cannot be classed according to the BJS defined geography, are important to track. By doing so, the LSUS PD can identify and assess potential risks to the overall campus while also making sure that the complainants know where to access other useful resources that are there for them.

Additional LSU Shreveport Definitions (Used during LSUS Title IX Proceedings)

Actual Knowledge - Any reasonable information of Sexual Misconduct, or allegations of Sexual Misconduct, provided to a Title IX Coordinator, Deputy Coordinator, or any other Responsible Employee. Notice would also include personal observation of such conduct by any employee.

Advisor - May be any person the Complainant or Respondent chooses, or appointed by LSUS should the party not select someone. The Advisor's function shall be to support and/or consult with the party during any proceeding or meeting under this policy. The Advisor may, but is not required to, be an attorney. Participation shall be limited as stated herein.

The Advisor may not act as a spokesperson except:

- During a Prehearing Conference or
- During the Hearing when conducting cross-examination of a witness.

Once a party shares the identity and contact email address for their Advisor, that Advisor shall be copied on correspondence from LSUS on the case in accordance with the Procedures section of this policy. A party may change Advisors at any time but must provide notice to the Title IX Campus Coordinator or Title IX Lead Investigator.

Confidential Advisor - Campus designees selected by Title IX Campus Coordinators and trained in accordance with Louisiana law to provide confidential services to students regarding reporting, supportive measures, rights to report to law enforcement and other information under this policy.

Coercion - The use of express or implied threats, intimidation, or physical force placing an individual in fear of immediate harm or physical injury or causes a person to engage in unwelcome sexual activity. Coercion may include administering a drug, intoxicant, or other substance with intent to impair one's ability to consent prior to engaging in sexual activity.

Complainant - An individual who believes that they are the victim of Sexual Misconduct under this policy and notifies the Title IX Coordinator or a Responsible Employee of the incident.

Consent - Clear, knowing and voluntary demonstrated through mutually understandable words or actions clearly indicating willingness to engage in a specific sexual activity and any conditions of the activity. It is active, not passive, and silent, absent actions evidencing permission, is not consent. Responsibility for obtaining consent lies with the individual initiating the sexual activity.

Consent to engage in sexual activity may be withdrawn by any person at any time. Once withdrawal of consent is expressed, the sexual activity must immediately cease. Consent is automatically withdrawn by a person incapable of giving consent. A current or previous consensual intimate relationship between the parties does not itself imply consent or preclude a finding of responsibility.

To give consent, a person must be of legal age. Consent cannot be obtained through Coercion, fraud or from a person who the alleged offender knows or should reasonably know is incapacitated. Use of alcohol or drugs does not diminish the responsibility to obtain consent.

Formal Complaint - A document filed by a Complainant or signed by the Title IX Coordinator alleging Sexual Misconduct against a Respondent and requesting LSUS to investigate the allegation. At the time of filing, a Complainant must be participating in or attempting to participate in the educational program or activity of LSUS.

A Formal Complaint may be filed with the Title IX Coordinator or TIX Campus Coordinator:

- In person,
- By mail,
- By electronic mail,
- By phone, or
- By submission through designated online portals.

A Formal Complaint by a Complainant must include the individual's physical or digital signature or otherwise indicate that the Complainant is the person filing the complaint. When the Title IX Coordinator/Campus Coordinator signs a Formal Complaint, the Coordinator is not a Complainant or otherwise a party and must otherwise comply with duties of the position.

Formal Resolution - A process by which allegations are presented to a Hearing Panel for determination as to whether a Respondent is responsible for a violation of this policy.

Hearing Panel - A body assembled to hear testimony and weigh evidence resulting in a decision regarding responsibility based on the preponderance of the evidence.

Incapacitation - An individual is considered to be incapacitated if, by reason of mental or physical condition, the individual is manifestly unable to make a knowing and deliberate choice to engage in sexual activity. Being drunk or intoxicated can lead to incapacitation; however, drunkenness or intoxication is not necessarily the same as incapacitation. Incapacitation is a state beyond drunkenness or intoxication. Individuals who are asleep,

unresponsive, or unconscious are incapacitated. Other indicators that an individual may be incapacitated include, but are not limited to, inability to communicate coherently, inability to dress/undress without assistance, inability to walk or stand without assistance, slurred speech, loss of coordination, vomiting, or inability to perform other physical or cognitive tasks without assistance.

Informal Resolution - A process whereby the parties voluntarily work with a professional to reach a mutually agreeable resolution of the complaint without a formal hearing.

Interim Measures - Remedial measures taken to help deescalate and offer a short-term temporary resolution during the pendency of a resolution under this policy.

Non-Consensual Sexual Contact - Any intentional sexual touching or attempted sexual touching, without consent.

Non-Consensual Sexual Intercourse - Having or attempting to have sexual intercourse, cunnilingus, or fellatio without consent. Sexual intercourse is defined as anal or vaginal penetration by a penis, tongue, finger, or other inanimate object.

Notice - A report of Sexual Misconduct made to the LSUS Title IX Campus Coordinator, LSU Title IX Coordinator, Deputy Coordinator, or any Responsible Employee.

Respondent - A person reported to have engaged in actions that may constitute Sexual Misconduct.

Responsible Employee - Any employee given the duty of reporting actual notice of incidents of sexual violence, or any other misconduct prohibited by this policy. Responsible Employees do not include victims' advocates, mental health counselors, or LSU Ombudsperson.

Retaliation - Any acts or attempted acts against an individual for the purpose of discouraging an individual from exercising a right or privilege under this policy or Title IX. Activities protected from retaliation include reporting Sexual Misconduct, filing a Formal Complaint, and participation in an investigation, process, or Hearing, whether as a party, witness, or Advisor.

Prohibited retaliatory acts include, but are not limited to, intimidation, threats, coercion, or discrimination. Complaints alleging retaliation may be filed according to the grievance procedures under this policy.

Sexual Discrimination - Behaviors and actions that deny or limit a person's ability to benefit from, and/or fully participate in the educational programs, activities, and services because of a person's gender or perceived gender.

Sexual Exploitation - Any act attempted or committed by a person for sexual gratification, financial gain, or other advancement through the abuse or exploitation of another person's sexuality. Examples of sexual exploitation include, but are not limited to, non-consensual observation of individuals who are undressed or engaging in sexual acts, non-consensual audio- or videotaping of sexual activity, prostituting another person, human trafficking, allowing others to observe a personal consensual sexual act without the knowledge or consent of all involved parties, and knowingly exposing an individual to a sexually transmitted infection without that individual's knowledge.

Sexual Misconduct - A sexual act or contact of a sexual nature that occurs, regardless of personal relationship, without the consent of the other person(s), or that occurs when the person(s) is unable to give consent or whose consent is coerced or obtained in a fraudulent manner.

For the purpose of this Policy, Sexual Misconduct includes, but is not limited to:

- sexual abuse,
- violence of a sexual nature,
- Sexual Harassment,

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- Non-Consensual Sexual Intercourse,
 - Sexual Exploitation,
 - video voyeurism,
 - or the obtaining, posting or disclosure of intimate descriptions, photos, or videos without the express consent or the persons depicted therein, as well as dating violence, domestic violence, and stalking, as well as crimes of a sexual nature as defined in Title 14 of the Louisiana Revised Statutes or at La. R.S. 44:51.

Sexually Oriented Criminal Offense - Any sexual assault offense as defined in La. R.S. 44:51, and any sexual abuse offense as defined in La. R.S. 14:403.

Supportive Measures - Non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the Complainant or Respondent regardless of whether a formal complaint has been filed. Such measures are designed to restore or preserve equal access to the education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or deter Sexual Misconduct.

Supportive measure may include, but are not limited to:

- Mental of physical health services.
- Academic arrangements or adjustments.
- Modifications of work or class schedules.
- Mutual restrictions on contact between the parties.
- Changes in work, housing or academic locations.
- Leaves of absence; and/or
- Increased security and monitoring of certain areas of campus.

Supportive measures shall remain confidential to the extent that such confidentiality would not impair the ability to provide the supportive measures. The Title IX Campus Coordinator shall bear responsibility for coordinating the effective implementation of supportive measures.

LSU Permanent Memorandums

Permanent Memoranda (PMs) represent policies of LSU. Along with the bylaws and regulations of the LSU Board of Supervisors, they are binding on all institutions of the university.

PMs address policy issues that are of a system-wide character and are established for the purpose of university administrative governance. PMs may implement or interpret laws, rules and regulations, and reflect LSU policies.

LSU takes care to assure that Permanent Memoranda, when issued, are in compliance with then applicable controlling laws, rules, regulations and policies. However, it is recognized that changes in such laws, rules, regulations and policies may result in all or a portion of a PM becoming incorrect or outdated until necessary revision is made. In such cases, those portions of Permanent Memoranda that are contrary to or in conflict with any controlling law, rule, regulation or policy are superseded. To the extent that the remainder of a Permanent Memoranda is unaffected by a change in controlling laws,

rules, regulations or policies, the remaining portion of the PM will remain valid and in effect (unless the PM itself states otherwise). PMs do not grant rights to any party.

LSU Permanent Memorandum 73 – Power Based Violence

PURPOSE AND COMMITMENT

This Permanent Memorandum outlines the procedures for addressing and resolving allegations of power-based violence including sex- and gender-based harassment and discrimination, and Sexual Misconduct (e.g. sexual assault, stalking, dating violence, domestic violence, sexual exploitation, retaliation, etc.). Such procedures are required and governed by (1) Title IX of the Education Amendments of 1972, which prohibits sex discrimination in any education program or activity receiving federal financial assistance, (2) Act 472 of the 2021 Regular Legislative Session of the Louisiana Legislature, and (3) the Board of Regents Uniform Policy on Power-Based Violence.

LSU's Title IX Coordinator is responsible for administering this policy at all University locations.

Power-based violence, and sex- and gender-based harassment and discrimination, including Sexual Misconduct, violate an individual's fundamental rights and personal dignity and will not be tolerated. LSU prohibits and is committed to an environment free of discrimination on the basis of sex, gender, and Sexual Misconduct. This policy affirms these principles and provides recourse for individuals whose rights have been violated.

LSU will affirmatively promote prevention, awareness and training programs to encourage individuals to report concerns or complaints. Everyone has a responsibility to prevent, and report acts of prohibited conduct. Any LSU employee who has knowledge of sex- and gender-based harassment and discrimination, including Sexual Misconduct, must file a report with the Title IX Coordinator.

LSU will take prompt, thorough, and impartial action to discipline those who violate this policy, prevent recurrence of prohibited behavior, and effect equitable remedies.

NONDISCRIMINATION NOTICE

LSU is committed to creating an environment of inclusion and respect among students, faculty, staff and the community at large. LSU does not discriminate on the basis of race, creed, color, marital status, sexual orientation, gender identity, gender expression, religion, sex, national or ethnic origin, age, disability, genetic information, veteran's status, or any other status or organization protected by state or federal law, in its programs and activities. This includes all aspects of LSU's education programs and activities, including admission and employment. The entire LSU community is responsible for fostering a welcome environment conducive to learning and working.

Inquiries regarding the non-discrimination policy should be directed to the individual or individuals designated in each campus's applicable policy. Inquiries about the application of Title IX or this policy may be directed to the Title IX Coordinator. Inquiries or concerns regarding Title IX may also be made to the U.S. Department of Education Office for Civil Rights; Dallas office, OCR.Dallas@ed.gov, (214) 661-9600.

This Permanent Memorandum applies to incidents of power-based violence including harassment and discrimination on the basis of sex, gender, gender identity, gender expression, and sexual orientation.

DEFINITIONS

GENERAL DEFINITIONS

Actual Knowledge: Any reasonable information of sex- and gender-based harassment and discrimination, including Sexual Misconduct or allegations of such provided to a Title IX Coordinator, Deputy Coordinator, or any other Mandatory Reporter. Actual Knowledge would also include personal observation by any employee of such conduct.

Administrative Resolution: A process by which allegations and evidence are presented to a Decision-Maker for determination as to whether a Respondent is responsible for a violation of this policy. Administrative Resolution is not used in cases where the allegation could violate Title IX, or where probable cause indicates that the Respondent found in violation faces suspension or expulsion from LSU, or termination of employment.

Advisor: May be any person not otherwise a party or witness to the case, selected by a party or appointed by LSU to accompany the party to meetings related to the Resolution Process, to advise the party on that process, and to conduct questioning for the party at the Hearing, if any. The Advisor may, but is not required to, be an attorney. Participation shall be limited as stated herein.

Confidential Resource: Those deemed confidential by law or professional ethics, or individuals explicitly selected, trained, and designated by LSU to provide confidential support to students and employees for concerns arising under this policy. Confidential Resources may also help facilitate supportive measures and assist with reporting to Title IX and/or law enforcement, if desired by the Complainant.

Complainant: An individual who is alleged to be the victim of conduct that could constitute power-based violence, or sex- or gender-based harassment or discrimination under this policy.

Decision-Maker: A trained individual who reviews all relevant and directly related evidence including the investigation report and makes a decision regarding responsibility based on preponderance of the evidence as well as any applicable sanctions. A Decision-Maker is used during the Administrative Resolution Process.

Determination Letter: A letter provided by the Hearing Panel to the parties and their Advisors at the conclusion of the Formal Resolution Process. This letter summarizes the allegations and applicable policies, the investigation, and the findings and sanctions of the panel.

Formal Complaint: A document filed by a Complainant or signed by the Title IX Coordinator alleging sex- or gender-based harassment or discrimination (including Sexual Misconduct) against one or more Respondents and requesting LSU to investigate the allegation.

Formal Resolution: A process by which allegations and evidence are presented in a live hearing to a Hearing Panel for determination as to whether a Respondent is responsible for a violation of this policy.

Hearing Panel: A body of three trained individuals assembled to hear testimony and weigh evidence resulting in a decision regarding responsibility based on the preponderance of the evidence.

Incident Report: Initial report alleging sex- or gender-based harassment or discrimination. An Incident Report does not, by itself, trigger an investigation.

Informal Resolution: A process whereby the parties voluntarily work with a professional to reach a mutually agreeable resolution of the complaint.

Interim Measures: Remedial measures taken to help deescalate and offer a short- term temporary resolution during the pendency of a resolution under this policy.

Mandatory Reporter: Any employee given the duty of reporting actual notice of incidents of sexual violence, or any other misconduct prohibited by this policy. All LSU employees including Graduate Assistants are considered Mandatory Reporters (also referred to as “responsible employees”) with a few notable exceptions which are identified in this policy.

Notice: A report of sex- or gender-based discrimination or harassment, including Sexual Misconduct, made to the Title IX Coordinator, Deputy Coordinator or any Mandatory Reporter.

Resolution Process Pool: A pool of trained LSU officials who can serve in any of the following roles at the direction of a Title IX Coordinator: Hearing Panelist, Hearing Panel Chair, Appeals Reviewer, or as Advisor for the Complainant or the Respondent. Pool members cannot serve in more than one role for a given case.

Respondent: A person alleged to have engaged in actions that could constitute power-based violence, or sex- or gender-based harassment or discrimination, including Sexual Misconduct, under this policy.

Title IX Coordinator: Individual designated by the University to be responsible for responding to all complaints of possible sex- or gender-based harassment or discrimination and to coordinate appropriate responses to such complaints. All references to Title IX Coordinator in this document include Title IX Coordinator or designee.

POLICY DEFINITIONS

Coercion: The use of unreasonable express or implied threats, intimidation, or physical force placing an individual in fear of immediate harm or physical injury or causes a person to engage in unwelcome sexual activity. Coercion may include administering a drug, intoxicant or other substance with the intent to incapacitate prior to engaging in sexual activity.

Consent: Clear, knowing, and voluntary permission demonstrated through mutually understandable words or actions clearly indicating willingness to engage in a specific sexual activity and any conditions on the activity. It is active, not passive; and silence, absent actions evidencing permission, is not consent. Responsibility for obtaining consent lies with the individual initiating the sexual activity.

Consent to engage in sexual activity may be withdrawn by any person at any time, as long as the withdrawal is reasonably and clearly communicated. Once withdrawal of consent is expressed, the sexual activity must immediately cease. Consent is automatically withdrawn by a person who, during the activity, becomes incapacitated. A current or previous consensual intimate relationship between the parties does not itself imply consent or preclude a finding of responsibility.

To give consent, a person must be of legal age. Consent cannot be obtained through coercion, fraud, or from a person whom the alleged offender knows or should reasonably know is incapacitated. Use of alcohol or drugs does not diminish the responsibility to obtain consent.

Dating Violence: Violence, when on the basis of sex or gender, committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on the Complainant's statement and with consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, Dating Violence includes, but is not limited to, sexual or physical abuse or threat of such abuse. Dating Violence does not include acts covered under the definition of Domestic Violence.

Domestic Violence: A felony or misdemeanor crime of violence, when on the basis of sex or gender, committed by a current or former spouse or intimate partner of the Complainant; a person with whom the Complainant shares a child in common; a person who is cohabitating with, or has cohabitated with, the Complainant as a spouse or intimate partner; a person similarly situated to a spouse of the Complainant under the domestic or family violence laws of Louisiana; or by any other person against an adult or youth who is protected from that person's acts under the domestic abuse or family violence laws of Louisiana.

**To categorize an incident as Domestic Violence, the relationship between the parties must be more than people living together as roommates. The people cohabitating must be current or former spouses or have an intimate relationship.*

Hazing: Acts likely to cause physical or psychological harm or social ostracism to any person within the LSU community when related to the admission, initiation, pledging, joining, or any other group-affiliation activity. Hazing falls under this policy when based either in whole or in-part on sex- or gender-based harassment and discrimination.

Hostile Environment Harassment: Unwelcome conduct, determined by a reasonable person, to be so severe, pervasive, and objectively offensive, that it effectively denies a person equal access to an education program or activity.

Incapacitation: An individual is considered to be incapacitated if, by reason of mental or physical condition, the individual is manifestly unable to make a knowing and deliberate choice to engage in sexual activity. Being drunk or intoxicated can lead to incapacitation; however, drunkenness or intoxication is not necessarily the same as incapacitation. Incapacitation is a state beyond drunkenness or intoxication. Individuals who are asleep, unresponsive, or unconscious are incapacitated. Other indicators that an individual may be incapacitated include, but are not limited to, inability to communicate coherently, inability to dress/undress without assistance, inability to walk or stand without assistance, slurred speech, loss of coordination, vomiting, or inability to perform other physical or cognitive tasks without assistance.

Intimidation: Implied threats or acts that cause an unreasonable fear of harm in another.

Power-based Violence: Any form of interpersonal violence intended to control or intimidate another person through the assertion of power of the person, including but not limited to dating violence, domestic violence, sexual assault, sexual harassment, and stalking. Violations categorized as power-based violence are further described in the Louisiana Board of Regents Policy on Power-Based Violence/Sexual Misconduct.

Quid Pro Quo Sexual Harassment: An employee conditioning the provision of aid, benefit, or service on the Complainant's participation in unwelcome sexual conduct.

Retaliation: Any acts against an individual for the purpose of interfering with or discouraging an individual from exercising a right or privilege under this policy. Activities protected from retaliation include reporting or opposing sex- or gender- based harassment and discrimination; filing a Formal Complaint; and participation in an investigation, process or Hearing, whether as a party, witness, Hearing Panel member, appeals officer, or Advisor. Prohibited retaliatory acts include, but are not limited to, intimidation, threats, coercion or discrimination.

Sex and Gender Discrimination: Behaviors and actions that deny or limit a person's ability to benefit from, and/or fully participate in the educational programs, activities and services because of a person's actual or perceived sex or gender.

Sexual Assault: Sexual contact or penetration without consent

- a. **Sex Offenses, Forcible:** Any sexual act directed against another person, without the consent of the Complainant including instances where the Complainant is incapable of giving consent.
 - i. **Forcible Rape:** Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the Complainant.
 - ii. **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 (non-consensually) in instances where the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
 - iii. **Sexual Assault With An Object:** To use an object or instrument to 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 (non-consensually) in instances where the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
 - iv. **Forcible Fondling:** The touching of the private body parts of another person (buttocks, groin, breasts) for the purpose of sexual gratification, forcibly and/or against that person's will (non- consensually), or not forcibly or against the person's will in instances where the Complainant is incapable of giving consent because of age or because of temporary or permanent mental or physical incapacity.
- b. **Sex Offenses, Non-forcible :** Non-forcible sexual intercourse.
 - a. **Incest** – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by Louisiana law.
 - b. **Statutory Rape** – Non-forcible sexual intercourse with a person who is under the statutory age of consent of Louisiana.

Sexual Assault also includes sexual battery as defined in La. R.S. 14:43.1.

Sexual Exploitation: An individual taking non-consensual or abusive sexual advantage of another for their own benefit or for the benefit of anyone other than the person being exploited, and that conduct does not otherwise constitute sexual harassment under this policy. Examples of sexual exploitation include, but are not limited to, non-consensual observation of individuals who are undressed or engaging in sexual acts, non-consensual audio- or videotaping of sexual activity, prostituting another person, human trafficking, allowing others to observe a personal consensual sexual act without the knowledge or consent of all involved parties, and knowingly exposing an individual to a sexually transmitted infection without that individual's knowledge.

Sexual Harassment: Conduct on the basis of sex or gender that satisfies one or more of the following:

- a. Quid pro Quo Harassment;
- b. Hostile Environment Harassment; or
- c. Retaliation.

Sexual Misconduct: A sexual act or contact of a sexual nature that occurs, regardless of personal relationship, without the consent of the other person(s), or that occurs when the person(s) is unable to give consent or whose consent is coerced or obtained in a fraudulent manner. Examples include but are not limited to threatening or causing physical harm; extreme verbal, emotional, or psychological abuse; or other conduct which threatens or endangers the health or safety of any person. For the purpose of this Policy, Sexual Misconduct includes, but is not limited to, sexual abuse, violence of a sexual nature, Sexual Harassment, Sexual Assault, Sexual Exploitation, as well as Dating Violence, Domestic Violence and Stalking when on the basis of sex or gender, as well as crimes of a sexual nature as defined in Title 14 of the Louisiana Revised Statutes or at La. R.S. 44:51.

Sexually Oriented Criminal Offense: Any sexual assault offense as defined in La. R.S. 44:51, and any sexual abuse offense as defined in La. R.S. 14:403.

Sexual Orientation Discrimination: Behaviors and actions that deny or limit a person's ability to benefit from, and/or fully participate in the educational programs, activities, and services because of a person's actual or perceived sexual orientation.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.

For the purposes of this definition:

- a. Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- b. Reasonable Person means a reasonable person under similar circumstances and with similar identities to the Complainant. Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.
- c. Nothing in these definitions will be interpreted in a way that violates the First Amendment rights of any individual.

SCOPE OF POLICY

This policy applies to all members of the University community, including faculty, staff, students, volunteers, organizations, and any other affiliate that participates in activities associated with LSU.

Title IX law applies to educational institutions and specifically covers sexual misconduct under a limited set of circumstances. Title IX has jurisdiction over conduct that occurs:

- a. Where the Complainant is an LSU student, or an LSU employee acting within their job responsibilities;

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- b. Where LSU exercised substantial control over the Respondent in the context of where or how the alleged incident occurred;
 - c. In the course of LSU's operations;
 - d. On an LSU campus or any other University owned, leased, controlled or operated location;
 - e. Within the bounds of the United States; and
 - f. At any LSU sponsored event or organizational activity in the United States whether on or off campus.

Sex- or gender-based harassment and discrimination have broad jurisdiction that includes all Title IX allegations, but also many more allegations that involve possible sex- or gender-based harassment or discrimination that do not rise to the level of a Title IX violation. If the sex- or gender-based harassment or discrimination does not meet Title IX jurisdictional requirements, then the allegation is "dismissed" as a Title IX case. The case still may be considered for possible investigation and resolution under this policy or the applicable student code of conduct, employee policies, or other relevant policy or procedure. (i.e. non-sex or gender-based misconduct). Such cases include, but are not limited to:

- a. Sex- or gender-based harassment or discrimination that does not meet the required definitions under Title IX;
- b. Off-campus or online conduct, social media or other electronic media/communication where:
 - a. The University deems that the off-campus sexual misconduct effectively deprives someone access to LSU's educational programs or employment;
 - b. The Title IX Coordinator, in their discretion, exercises jurisdiction, such as when the Sexual Misconduct may affect the safety or well-being of the LSU community
- c. Instances of power-based violence that are independent of sexual misconduct.

Further, even when the Respondent is not a member of the LSU community, supportive measures, remedies, and resources may be available to the Complainant by contacting the Title IX Coordinator.

Students are responsible for their conduct from notice of admission through the awarding of a degree or departure from the University. Employees are covered by this policy when representing LSU (or deemed to be a representative of LSU) whether before, during, or after work. This policy also applies to any person who is both a student and an employee at LSU.

This policy may also address any alleged misconduct (e.g.: student code of conduct, employee code of conduct, etc.) that is ancillary to or concurrent with alleged violations of this policy. Officials in the Resolution Process may consult with relevant departments (e.g.: HR, Student Affairs, Academic Affairs, etc.) regarding the ancillary or concurrent misconduct to help ensure greater uniformity in addressing such conduct.

This policy is not intended to infringe on or restrict rights guaranteed by the United States Constitution including free speech under the First Amendment, due processes clauses of the Fifth and Fourteenth Amendments and the Fourth Amendment. Additionally, this policy is not meant to inhibit or prohibit educational content or discussions inside or outside of the classroom that include germane, but controversial or sensitive, subject matter protected by academic freedom.

PROCEDURES

Addressing allegations of sex- or gender-based harassment and discrimination is a necessarily detailed process committed to a fair and impartial resolution. In the sections below, the process is largely outlined in chronological order of reporting, supportive measures, investigating, options for resolution, and appeal. The LSU Title IX Coordinator will aid in administering the process and serve as a consultant on cases involving Power- Based Violence and Sexual Misconduct on all LSU campuses. Individual campuses are encouraged to adopt a Policy Statement to support this Permanent Memorandum by providing more explicit information at the local level.

Amnesty Policy

LSU encourages reporting and seeks to remove barriers in reporting of power-based violence and sex- or gender-based harassment or discrimination, including sexual misconduct. A Complainant and/or witness who, in good faith, reports an alleged violation of this policy and/or serves as a witness may not be disciplined by the institution in which they are enrolled or employed for code of conduct violations reasonably related to the incident, such as underage drinking or unauthorized use of facilities, provided such violation did not place the health and safety of any other person at significant risk of harm. Immunity does not apply to a person who perpetrates or assists in the perpetration of the reported incident.

Retaliation

LSU expressly prohibits retaliation against an individual who reports incidents of power- based violence, the parties involved, and their witnesses. Specifically, retaliation against anyone who in good faith reports what they believe to be power-based violence, cooperates with an investigation covered in this policy, or opposes conduct they believe to violate this policy may be subject to disciplinary action. However, an individual who reports retaliation but is identified as the perpetrator of, or having assisted in the perpetration of, the power-based violence reported, will still be subjected to an investigation and potential disciplinary action under this policy. Anyone who believes they have been retaliated against should immediately report it to the Title IX Coordinator who will treat it as an Incident Report.

LSU Title IX Coordinator and Title IX Campus Coordinators

The LSU Title IX Coordinator serves as the Title IX Campus Coordinator for the LSU A&M campus and is responsible for administering this policy at all University locations. The LSU Title IX Coordinator can be contacted at:

LSU Title IX Coordinator 118 Himes Hall

Baton Rouge, LA 70803 titleix@lsu.edu

Phone: 225-578-9000

Fax: 225-578-4442

Each campus has a designated Title IX Campus Coordinator who serves as the local responder to complaints of power-based violence and Sexual Misconduct on individual campuses and is responsible for managing intake, providing supportive measures, convening Hearing Panels, and implementing sanctions. The Campus Coordinator works closely with the LSU Title IX Coordinator throughout the investigation and resolution processes.

A listing of Title IX Campus Coordinators can be found here: <https://www.lsu.edu/civil-rights/about/contact-us.php>

REPORTING MISCONDUCT

Mandatory Reporting

All employees, with few exceptions, are required to report instances of sex- or gender-based harassment and discrimination, including Sexual Misconduct and Power-Based Violence (e.g. sexual assault, stalking, dating violence, domestic violence, sexual exploitation, retaliation, etc.) for which they are not the Complainant, but of which they are aware. The term “employee” includes students working in a position such as a teaching assistant or a residential advisor. An employee who fails to promptly make the report without good cause or, with the intent to harm or deceive, knowingly makes a report that is false, shall be terminated in accordance with the institution’s disciplinary procedures.

Reports must be made to Title IX Coordinator. Incident Reports must include the following information if known:

- a. Identity of the alleged Complainant;
 - b. Identity of the alleged perpetrator;
 - c. Type of power-based violence or retaliation alleged to have been committed;
 - d. Any other information about witnesses, location, date, and time that the incident occurred; and
 - e. Any other relevant information
2. Reports to the Title IX Coordinator can be made in person, via phone, online, or email. A link to each campus’ Title IX page may be found on the LSU Title IX page at <https://www.lsu.edu/titleix/>
 3. In the event that the incident is a safety threat to the individual or the community, the report should be shared with a campus CARE team and/or law enforcement as appropriate.

Anyone subjected to any type of power-based violence is encouraged to file a complaint with the Title IX office. Any individual who has experienced any form of power-based violence is also urged to utilize supportive measures available through the University whether or not the person who caused the harm is a University community member. Supportive measures are available whether or not a Formal Complaint is filed.

Limited Exceptions

There are limited exceptions to the reporting requirement. These exceptions represent LSU’s commitment to providing victims and survivors of power- based trauma with confidential support and resources needed to address their needs. Employees who do not have to report power-based trauma to the Title IX Coordinator:

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1. The following are confidential by reason of law:
 - a. Mental health counselors acting within the scope of their licensure at the time of the report;
 - b. Staff operating in a Student Health Center capacity at the time of the report;
 - c. Staff providing services through a psychological services or other HIPAA protected center acting within the scope of their licensure at the time of the report;
 - d. Clergy acting within the scope of their credentials at the time of the report.

 2. Campuses may designate others as Confidential Resources so long as they receive annual training and are specifically listed on the campus's webpage.

Note, these confidential resources must still report non-identifiable data consistent with the Clery Act's requirements.

3. The following are exceptions to the Mandatory Reporter reporting requirement:
 - a. Information disclosed at public awareness events (e.g.: Take Back the Night, candlelight vigils, protests, speak outs), or other public forums in which individuals may disclose incidents of prohibited conduct as part of educating others, or
 - b. Disclosures made in the course of academic work product consistent with the assignment (ex. Public speaking class, creative writing assignment, group work)
 - c. Disclosure is made indirectly, as in overhearing a conversation

In such cases, faculty are encouraged to contact the student to determine whether or not the student intended to report the matter to LSU to obtain supportive measures and/or to file a complaint. If so, the faculty member should report the matter to the Title IX Coordinator, in a manner consistent with this policy. In either case, the faculty member is encouraged to provide the student with the Title IX Coordinator's contact information.

Confidentiality

Unless waived in writing by the Complainant, the identity of the Complainant is confidential and not subject to disclosure. The following exceptions apply:

1. Identified to someone employed by the institution to investigate allegations if the disclosure is necessary to investigate the report
2. Identified to a law enforcement officer if necessary to conduct a criminal investigation into the allegations of the report

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3. Identified to the alleged perpetrator of the incident to the extent required by law
 4. Identified to a potential witness to the incident in order to conduct an investigation of the report

Initial Contact with Complainant

Upon notice of a possible complaint through an Incident Report, the Title IX Coordinator will provide the Complainant information on, and assistance with, reporting options including filing a Formal Complaint with LSU, and filing a criminal complaint with law enforcement (if applicable). The Title IX Coordinator will also provide the Complainant with options for other available supportive measures, including health care, counseling, academic adjustments, work adjustments, etc.

Individuals are strongly encouraged to report the offense to campus police or local law enforcement if they believe criminal conduct occurred (i.e. sexual assault, sexual battery, stalking, etc.). The Title IX Coordinator will offer to assist the individual in contacting campus or local law enforcement.

To the extent possible, the Complainant, and those who receive the complaint, should preserve evidence and not disturb a potential crime scene. (This includes preserving all text or email communications that may be related to the incident).

Supportive Measures

Supportive measures are offered to both parties upon receipt of notice of an alleged violation of this policy. It is not required that the matter be investigated for the parties to receive supportive measures. Such measures often apply while the resolution process under this policy is pending, and such measures can continue even following the conclusion of the process. LSU will implement measures in a way that does not unreasonably burden the other party.

Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate and as reasonably available. They are offered without fee or charge to the parties to restore or preserve access to LSU's education program or activity, including measures designed to protect the safety of all parties and/or LSU's educational environment, and/or to deter harassment, discrimination, or retaliation.

The Title IX Coordinator shall bear responsibility for coordinating the effective implementation of supportive measures. Supportive measures are maintained as confidential to the extent possible, provided confidentiality does not impair LSU's ability to provide those supportive measures. Such supportive measures may include, but are not limited to:

- a. Referral for counseling, medical, or other healthcare services;
- b. Referral to campus or local advocacy programs; Referral to campus or local law enforcement;
- c. Referral to community-based service providers
- d. Safety Planning;

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- e. Implementing a no contact order, or other contact limitations;
 - f. Student financial aid counseling;
 - g. Relocating an on-campus student's housing to a different on-campus location;
 - h. Changing an employee's work environment (e.g. reporting structure, office/workspace relocation);
 - i. Transportation accommodations;
 - j. Academic support, extensions of deadlines, or other course/program-related adjustments;
 - k. Alternative course completion options (e.g. Remote, Online, Incompletes, Withdrawals, etc.);
 - l. Referred for visa/immigration assistance;
 - m. Any other actions deemed appropriate by the Title IX Coordinator.

A Title IX Coordinator may suspend a Respondent from participating in the education program or activity on an emergency basis, and a Complainant has the right to request the Respondent be barred from a class in which the Complainant is enrolled. Should such action be warranted based on threat assessment, the dean, provost, and any other appropriate individuals such as the Athletic Director shall be notified in writing and informed of the limitations as well as the predicted timeline. In all cases where the Respondent has been removed from classes or participation in activities for which a scholarship has been awarded, every effort will be made to resolve the case expeditiously. The interim action shall be in effect while requests for review and review are pending.

In order to determine whether an emergency removal or limitation is warranted, a Title IX Coordinator must undertake an individualized safety and risk analysis, resulting in a determination that the Respondent presents an immediate threat to the physical health or safety of any other individual arising from the allegations. Written notice of the emergency removal will be provided to the Respondent through, at a minimum, the institutional email address. The following timeline will be adhered to:

- a. The Respondent shall have a right to notify the Title IX Coordinator in writing within three business days of any request to challenge the suspension or limitation;
- b. The Title IX Coordinator shall provide an opportunity to meet (virtually or in person, at the discretion of the Title IX Coordinator) within three business days of receipt of notice;
- c. Title IX Coordinator shall provide notice in writing of the decision within three business days after the meeting via institutional email.

6. Rights of Complainant and Respondent Following a Report

The Complainant shall have the discretion and right to decide whether or when to file a Formal Complaint, report to law enforcement, and determine whether to proceed with a Formal Complaint. The Complainant also has the right to receive assistance from LSU in doing so.

The Respondent shall have the right to be presumed not responsible of all allegations until found responsible for the alleged conduct by a Hearing Panel under this policy.

The Complainant and Respondent have equal rights, including but not limited to:

- a. To be treated with dignity and respect by LSU officials;

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- b. To receive a prompt, fair, and impartial process consistent with these procedures;
 - c. To be offered and to receive reasonable supportive measures;
 - d. To receive timely, written notice of the allegations, proceedings, processes and outcomes under this policy;
 - e. To have an Advisor of their choice present at any meeting or hearing under this policy and to have that Advisor conduct cross-examination of the parties and witnesses in a hearing;
 - f. To refuse to engage in informal resolution of a Formal Complaint;
 - g. To present witnesses, including fact and expert witnesses, and any relevant evidence;
 - h. To receive amnesty for certain student misconduct, such as drug or alcohol violations, that occurred ancillary to the complaint at hand and consistent with this policy;
 - i. To not have inadmissible prior sexual history/predisposition used by the Decision-Maker;
 - j. To be free from retaliation for reporting violations of this policy or cooperating with an investigation;
 - k. A right to review and comment on all evidence prior to a decision being made (for Administrative Resolution and Formal Resolution);
 - l. To be simultaneously informed in writing of the outcome or resolution of the complaint, any sanctions, and the rationale for the outcome, any appeal, or any other decision considered final;
 - m. To exercise a right of appeal as afforded in this policy.

Additionally, parties participating in a Formal Resolution also have the following rights:

- a. The right to review and comment on all relevant and directly related evidence at least 10 days prior to completion of the final investigation report;
- b. The right to review and comment on the final investigation report (if applicable) at least 10 days prior to a decision;
- c. The right to be present for the entire hearing, whether in person or via video technology.

Campuses are encouraged to elaborate in a separate Victim's Rights policy.

COMPLAINT AND INVESTIGATION

In order for an investigation into a complaint of sex- or gender-based harassment and discrimination to occur, the Complainant, or under certain circumstances the Title IX Coordinator, must file a Formal Complaint. This is a step beyond an Incident Report, which is the first notification to the Title IX office that a possible violation occurred. The Incident Report does not trigger an investigation. The Formal Complaint will be reviewed, and a determination made as to whether the offense meets the criteria to be considered as a Title IX complaint. If it does, a Title IX investigation will proceed. If it does not, the allegation may be investigated under the student Code of Conduct or other employee policies. Below is a detailed explanation of the process.

Initial Response to Reports

Upon Actual Knowledge of a report of sex- or gender-based harassment and discrimination, including Sexual Misconduct through an Incident Report, the Title IX Coordinator will promptly contact the Complainant to discuss and provide the following:

- a. The availability of supportive measures regardless of whether a Formal Complaint is filed;
- b. The process for filing a Formal Complaint as well as process for an investigation including an appeal;
- c. Complainants' preference for manner of resolving the complaint and any barriers to proceeding;
- d. Information on the rights and responsibilities as a party in this matter including the right to have an Advisor of their choice;
- e. Jurisdiction of Title IX policy versus power-based violence conduct and differences between procedures;
- f. Instruct the Complainant not to destroy any potentially relevant documentation in any format;
- g. Explain the prohibition against retaliation;
- h. Provide a copy of PM 73 and any other relevant policies;
- i. The right to file a complaint with law enforcement, if the conduct alleged is criminal in nature, and to be assisted in doing so; and
- j. The legal requirement to communicate necessary non-identifiable details of the report to the campus police department for entry into the institution's daily crime log.

If the Title IX Coordinator has cause to believe that, as a result of the incident, there is reason to believe the safety of any person is in imminent danger, the Title IX Coordinator must immediately inform the Chancellor of the campus.

Formal Complaint Process

The Formal Complaint Process commences with the filing of a Formal Complaint by a Complainant or signed by a Title IX Coordinator alleging sex- or gender-based harassment or discrimination, including Sexual Misconduct, against one or more Respondents and requesting LSU to investigate the allegation. A Formal Complaint may be filed with the Title IX Coordinator in person, by mail, electronic mail, or submission through designated online portals.

A Complainant may file a Formal Complaint with a Title IX Coordinator at any time; there is no time limitation on doing so. A Formal Complaint must be submitted by the Complainant and include the following components:

- a. Facts alleging prohibited conduct under this policy including time, date, location, name of individuals involved;
- b. A signature (electronic or handwritten) or other designation that the Complainant is the individual choosing to file a Formal Complaint;
- c. Some allegation or evidence the conduct occurred at a location or event covered by this policy; and

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- d. A statement that the Complainant is a student, employee, or other person seeking to participate in a program or activity of the university.

The Title IX Coordinator will assess whether all necessary components are present in the complaint; whether the allegation, if true, would be a violation of Title IX and/or other applicable code of conduct or policies related to sex or gender discrimination; and whether the complaint falls within the Title IX jurisdiction. The Title IX Coordinator will make the decision to either begin a Title IX investigation, dismiss the Title IX complaint but begin an investigation outside of Title IX or dismiss the complaint as a whole.

If the Formal Complaint warrants dismissal under Title IX because it does not meet the Title IX threshold under this policy, the Complainant will be notified in writing by the Title IX Coordinator, typically within five business days of filing.

Other discretionary reasons for dismissal may include withdrawal of complaint; at the time of complaint, the Complainant is no longer participating or attempting to participate as part of the LSU community; or Respondent is no longer affiliated with LSU.

A Formal Complaint under this policy may be consolidated with other complaints when there are multiple allegations of conduct that arise out of the same facts or circumstances, such as when there are multiple Complainants or Respondents. This policy may also address any alleged misconduct (e.g. student code of conduct, employee code of conduct, etc.) that is ancillary to or concurrent with alleged violations of this policy.

In very limited circumstances, a Title IX Coordinator may file a Formal Complaint when the Complainant decides not to do so if it is determined that the allegations present a risk of substantial harm to community member(s). This may include, but is not limited to, use of threats; use of weapons; use of violence; a continued pattern of behavior; and/or predatory behavior. If the Respondent is an employee, LSU may also be required to act on alleged misconduct irrespective of a Complainant's wishes.

Advisors

Each party is permitted to have an Advisor of their choice present with them in all meetings and proceedings under this policy. The Advisor may be, but is not required to be, an attorney. The Advisor must participate in a training session on protocol in order to serve in this role during a Hearing Panel.

The Advisor may not answer questions on behalf of their advisee. They also cannot act as a spokesperson except during a Prehearing Conference or the Hearing when conducting cross-examination of a party or a witness.

Once a party shares the identity and contact email address for their Advisor, that Advisor shall be copied on correspondence from LSU on the case in accordance with the Procedures section of this policy. A party may change Advisors at any time but must provide prompt notice to the Title IX Coordinator and/or the Title IX Investigator.

Notice and Investigation

Upon determining that an investigation is warranted under this policy, the LSU Title IX Coordinator will appoint the trained Investigator(s).

Assigned investigators should not be the Title IX Coordinator or the Decision Maker. When an investigation commences the Respondent, the Complainant, and their Advisors shall be sent a detailed, written Notice of the Investigation and Allegation (NOIA) including, at a minimum, the following:

- a. As summary of the allegation with reasonable specificity;
- b. The identity of the parties (if known);
- c. The specific policies implicated;
- d. The date and location of the incident (if known);
- e. The right for the parties to have an Advisor of their choice, who may be – but is not required to be – an attorney, present for all resolution- related proceedings, and that LSU can help appoint an Advisor, if desired by the party.
- f. A statement that LSU presumes the Respondent is not responsible of all allegations until found responsible for the alleged conduct by a hearing panel under this policy;
- g. A statement that the parties may inspect and review evidence, including the investigation report, consistent with these procedures, prior to a decision being made;
- h. A statement about LSU’s policy on retaliation;
- i. A statement indicating that LSU policy prohibits knowingly false statements or knowingly submitting false information during the resolution process;
- j. A request to meet with the Title IX Investigator;
- k. An indication that the resolution process complies with Title IX’s

Regulations contained in Section 106.45 of 20 U.S.C. 1681;

- l. The notice of investigation and allegations may be amended during the course of the investigation, and any amendments will be promptly communicated to the parties.

The Investigator will make a good faith effort to conduct a thorough, prompt, and impartial investigation based on the facts and circumstances of each complaint within 45 days of the receipt of the Formal Complaint. This timeframe may expand, or contract based on factors such as the complexity or severity of the allegation, as well as the involvement of external parties (e.g. law enforcement). Complex or consolidated investigations may take longer. The burden of proof and burden of gathering evidence is on the University, and the University will provide the Complainant and Respondent equal opportunity to present facts, expert witnesses, and other inculpatory and exculpatory evidence. The parties will not be restricted from discussing the allegations or gathering evidence.

LSU will comply with law enforcement requests for cooperation and such cooperation may require LSU to temporarily suspend the fact-finding aspect of an investigation under this policy while the law enforcement

agency is in the process of gathering evidence. LSU will promptly resume its investigation as soon as notified by law enforcement that it has completed the initial evidence gathering process. LSU may provide up to 10 business days to allow for the law enforcement agency criminal process/investigation to unfold prior to resuming the fact-finding aspect of the investigation under this policy. Police investigations and reports are not determinative of whether harassment occurred under Title IX or university policy, and therefore the University has the responsibility to respond promptly and effectively.

To maintain safety, to limit the impact of alleged misconduct, and to avoid any instance of retaliation, LSU will implement appropriate interim actions and supportive measures to the parties in the case, as well as the campus community during the law enforcement agency's investigation.

The investigation shall include meetings with the parties involved, including witnesses and any other parties the Investigator may deem appropriate. All investigation interviews will be recorded by the Investigator and no unauthorized recordings are permitted. The Respondent and Complainant will be given the opportunity to identify witnesses and request that they be interviewed. An attempt will be made to interview all available, relevant witnesses with follow-up interviews conducted as necessary.

The Investigator may seek and collect, and parties may submit, any documents or other relevant information, including, but not limited to:

- a. Photographs
- b. Emails or text messages
- c. Video or audio recordings
- d. Information from social media
- e. Screenshots or other communications

The University will not access, consider, disclose, or otherwise use records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting or assisting in their professional capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the university obtains the party's voluntary, written consent to do so as part of the investigation process

At the conclusion of the investigation, the Investigator shall prepare a comprehensive draft investigative report that summarizes the investigation, and all relevant evidence obtained. The draft report shall be sent electronically to each party and the party's Advisor, if identified. All evidence shall be included, even that on which the university does not intend to rely in reaching a determination regarding responsibility and shall include inculpatory and exculpatory evidence whether obtained from a party or other source.

The parties shall have 10 business days, from the date the draft report and the evidence are submitted to the parties, to review and submit a written response. All reasonably available evidence to be presented by the parties at the hearing must be submitted to the Investigator prior to completion of the final investigative report. The Investigator will review the comments and prepare a final report, incorporating as deemed necessary any relevant feedback.

The final investigative report shall include a description of procedural steps taken from receipt of the formal complaint up to the decision, a timeline of the alleged incident(s) and facts and circumstances surrounding the complaint. The report will fairly summarize relevant evidence, but all evidence shall be included, even that on which LSU does not intend to rely in reaching a determination regarding responsibility. This includes inculpatory and exculpatory evidence whether obtained from a party or other source. The investigative report will not make any recommendation or decision about whether a violation occurred, nor make any formal assessment of credibility. The final report will be sent electronically, along with all evidence, to each party and Advisor, if identified, and to the Decision-Maker or Hearing Panel Chair.

Resignation While a Case is Pending

If a student permanently resigns from LSU or an employee resigns or retires from LSU while a case is pending, the Title IX Coordinator will have the discretion to continue the investigation to the extent possible. The employee also will not be eligible for rehire. In either case, LSU will, continue to address and remedy any systemic issues or concerns that contributed to the alleged violation, and provide supportive measures to the Complainant and others, as deemed necessary or appropriate by the Title IX Coordinator.

RESOLUTIONS

This policy has three options for resolution following the filing of a Formal Complaint: Informal Resolution, Administrative Resolution, and Formal Resolution.

Informal Resolution is a voluntary process intended to provide parties the opportunity to mutually control the outcome and is most often used in lower-level cases of sex- or gender-based harassment or discrimination. Informal Resolution can be used at any time during the resolution process.

Administrative Resolution involves a thorough and impartial investigation, a review of all evidence and the investigation report by the parties, and an impartial Decision- Maker who reviews all evidence, the investigation report, and poses written questions to the parties in writing prior to making a decision.

Formal Resolution is used for Title IX cases, as well as any case where suspension, expulsion, or termination is possible. Formal Resolution involves a thorough and impartial investigation, a review of all evidence and the investigation report by the parties, a live hearing before an impartial panel of three individuals, and a decision by those decision-makers.

The parties may also appeal any decision from the Administrative or Formal Resolution processes.

Informal Resolution

Informal Resolution is a process whereby the parties work with a professional to reach a resolution of the complaint without a decision by a Decision-Maker or a Hearing Panel regarding whether a policy is violated. This

process is completely voluntary and requires the consent of both parties. A party may terminate the informal resolution process at any time before conclusion. Informal Resolution can include approaches such as mediation, Restorative Justice, Alternative Dispute Resolution, or other agreements between the parties. Informal Resolution does not use an investigation, calling of witnesses, or a report of findings with sanctions. The parties themselves create an outcome that resolves the complaint.

The LSU Title IX Coordinator, in consultation with the applicable Title IX Campus Coordinator, must determine that the circumstances and parties are appropriate for informal resolution and shall appoint a trained individual to facilitate the process. Complaints involving violence that resulted in significant harm to others (e.g.: domestic violence, dating violence, etc.) are not appropriate for informal resolution.

Informal Resolution will never be required as a condition of enrollment or continuing enrollment, employment or continuing employment or enjoyment of any other right; require a waiver of right to investigation and adjudication under the Formal Resolution process; nor be utilized to resolve an allegation against a Respondent employee by a student Complainant.

If a Formal Complaint is resolved through Informal Resolution, a written agreement shall be issued including any terms, obligations or outcomes. Agreements will be drafted by the informal process facilitator, and must have the approval of the Complainant and Respondent. Upon approval of both parties, the Formal Complaint shall be dismissed. The

Agreement shall be promptly shared electronically with the parties by the Title IX Coordinator.

Discussion and information generated during the Informal Resolution process are considered confidential and shall not be used or admissible in the Formal Resolution process. Institutionally-imposed sanctions are not possible as the result of the Informal Resolution process. At the discretion of the Title IX Coordinator, however, a failure of the parties to uphold certain elements of the agreement may warrant referral for discipline. No facilitator of an informal process may be called as a witness in any procedure under this policy. The results of Informal Resolution are not subject to appeal.

Administrative Resolution

The Administrative Resolution process is the procedure by which allegations in a Formal Complaint are sex- or gender-based but do not rise to the level of requiring a Formal Hearing under Title IX, are otherwise identified as power-based violence, or for which Informal Resolution is either inappropriate or where one or both parties chose not to use Informal Resolution. The Administrative Resolution includes an investigation into the allegations and a single Decision-Maker who will determine the findings and sanctions.

The determination as to whether or not an Administrative Resolution is appropriate is made by the Title IX Coordinator, and must account not just for the nature and severity of the alleged violation, but also for the disciplinary history of the Respondent. Cases appropriate for Formal Resolution are not able to use the Administrative Resolution process unless the Respondent has accepted responsibility for all allegations.

Administrative Resolution will never be used unless a Formal Complaint is filed. The investigation for Administrative Resolution follows the procedures set forth in Section B of this policy.

Questioning During Administrative Resolution

At the conclusion of the investigation, but prior to dissemination of the final investigation report, the Title IX Coordinator will appoint a trained, impartial person – typically from the Resolution Process Pool or from the Administrative Law Judges from the Louisiana Department of Administrative Law – to serve as Decision-Maker in the case. The final report will then be sent to the Decision-Maker, the parties, and their Advisors. Upon receipt of the final report, the Decision-Maker will contact the parties and their Advisors and offer them the opportunity to provide a list of questions, if desired, that the party would like asked of the other party and the witnesses. These questions must be submitted within five business days following the Decision-Maker’s outreach. Upon receipt of such questions, the Decision-Maker will determine the relevance of each question and ask the relevant questions of the other party and the witnesses. The Decision-Maker can also ask their own questions of the parties and the witnesses.

This questioning – both from the parties and by the Decision-Maker – is done in writing. This is not a formal, in-person hearing, rather a decision by a trained Decision-Maker.

Decision-Making

Once the Decision-Maker, the parties and their Advisors have received a copy of the final investigation report, the Decision-Maker will review the investigation report, as well as all relevant evidence, the parties’ additional statements, and responses to the draft investigation report. The Decision-Maker will then apply the preponderance of the evidence standard when determining responsibility. In order to find a Respondent responsible under the preponderance of the evidence standard, the evidence must show that the charge is more likely supported than not. If the Respondent is found responsible, the Decision-Maker may request input from the parties to evaluate possible sanctions. The Decision-Maker may also request input from relevant LSU officials in determining the appropriate sanctions (e.g.: HR, Student Affairs, etc.). Prior conduct history of the Respondent will also be considered when determining an appropriate sanction.

The Decision-Maker will prepare and provide to the Title IX Coordinator, typically within 10 business days of receiving the final investigation report, a written determination which will include:

- a. Identification of the allegations constituting a violation of this policy;
- b. A description of the procedural steps taken from receipt of the Formal Complaint through determination, including any notifications to the parties, interviews with parties and witnesses, evidence gathered and hearings held;
- c. Findings of fact supporting the determination;
- d. Conclusions regarding the application of the policy to the facts;
- e. A statement explaining the sanction for each policy violation found “responsible;”
- f. Whether additional remedies designed to restore or preserve equal access will be provided by LSU to the Complainant.

The Title IX Coordinator is responsible for effective implementation of any sanctions and sharing of outcomes. Students found responsible for violating this policy may expect the range of sanctions to include, but not be limited to, warning, disciplinary probation, deferred suspension, suspension, expulsion, psychological assessment, counseling, social restrictions, limited presence on campus, and/or revocation of admission or degree. Additional sanctions may also be imposed when appropriate. Students for whom sanctions are assigned will have a notation placed on their transcript indicating they have been found responsible for violations of code of conduct. (See Appendix D)

An employee found responsible for violating this policy may expect the range of sanctions to include, but not be limited to, suspension, demotion, psychological assessment, counseling, restricted presence on campus and/or termination of employment.

Both the Complainant and Respondent will be informed in writing of the outcome of any corrective action or disciplinary process. The written determination prepared by the Decision-Maker shall be simultaneously shared electronically by the Title IX Coordinator with all parties and Advisors. With limited exceptions such as imminent risk to the safety of others, sanctions from a Formal Hearing are not implemented until the conclusion of the appeals process.

Either party can file an appeal as is described in Section D below. The determination regarding responsibility and sanctions becomes final either:

- a. If appealed, the date written notice is provided to the parties of the appeal result, or
- b. If not appealed, the date on which an appeal would no longer be considered timely.

With limited exceptions, sanctions from the Administrative Resolution process are not implemented until the conclusion of the appeals process.

Formal Resolution

The Formal Resolution process is the procedure by which allegations in a Formal Complaint are presented in a formal PM 73 Hearing for a determination as to whether any of the policies were violated.

The determination as to whether or not a matter rises to the level of a Formal Resolution is made by a Title IX Coordinator and must account not just for the nature and severity of the alleged violation but also for the disciplinary history of the Respondent. Formal Resolution is used where the allegation either constitutes a possible violation of Title IX (as defined in this policy), or where probable cause indicates that an allegation, if true, could reasonably result in suspension, expulsion, or termination of the Respondent.

The Investigation for Formal Resolution follows the procedures set forth in Section B of this policy.

A minimum of 10 business days must pass once the final investigative report has been disseminated before the Hearing takes place. During this time, the Title IX Coordinator will secure members and name the chair of the Hearing Panel and ensure both parties have an Advisor who will be present during the Hearing Panel. At their discretion, the Hearing Panel Chair may, for good cause, issue one delay in the hearing of no more than 10 business days.

Pre-Hearing Conference

A Pre-Hearing conference shall be coordinated by the Title IX Coordinator, or designee, and chaired by the Hearing Panel Chair. Parties and Advisors are encouraged, but not required, to be present. Pre-Conference hearings may be conducted in person, via video technology, or a hybrid approach depending on the wishes of the parties and the Hearing Panel Chair.

This conference shall be conducted at least two business days prior to a scheduled Hearing Panel. Pre-Hearing Conferences are not recorded.

The purpose of the pre-hearing conference shall be to:

- a. Identify the panelists and address any objections to members of the Hearing Panel;
- b. Address evidentiary issues or questions to be posed at the hearing (i.e. numbers of witnesses, use of documents, relevance of evidence, expected length of hearing, etc.);
- c. Ensure parties have Advisors available to conduct cross examination and that the Advisor is familiar with the hearing process under this policy;
 - a. Provide a forum to address any questions related to the Hearing Panel process and procedures.

Hearing Panel

The PM 73 Hearing Panel is appointed by the Title IX Coordinator and shall consist of one chair and two other individuals trained in adjudication.

Hearing Panel chairs and members are typically selected from the trained Resolution Process Pool, or from the trained group of Administrative Law Judges, but the Title IX Coordinator may go outside of that group as long as the individuals have received appropriate training. The Hearing Panel shall afford each party an opportunity to present evidence and for their Advisor to question opposing parties and witnesses.

Hearings may be conducted in person, via video technology, or a hybrid approach depending on the wishes of the parties and the Hearing Panel Chair.

Advisors in Hearings

Each party is permitted to have an Advisor present with them throughout the Hearing. The Advisor may not answer questions on behalf of their advisee, and their role in the hearing is limited to cross-examination and questioning of the other party and the witnesses, and to consult with their advisee throughout the Hearing as needed. If a party does not have an Advisor at the Hearing, one shall be provided by LSU at no cost, typically selected from the Resolution Process Pool. The Advisor is the only person who may conduct cross-examination on behalf of a Complainant or Respondent. An Advisor will be appointed even in situations where a party elects not to participate in the Hearing.

Presentation of Evidence

The following describes the Hearing process.

- The Hearing Panel Chair will oversee and manage the procedure and order for presentation of evidence. The Hearing will be recorded and the recording or transcript will be made available for the parties for review. No unauthorized recordings are permitted.
- At the beginning of the Hearing, the Investigator will present a summary of the final Investigation Report and the relevant evidence and will be subject to questioning by the Decision- Makers and the parties' Advisors. The Investigator will be present for the entire Hearing, but not for deliberations, and the Panel and the parties may ask clarifying questions of the Investigator throughout the hearing, as deemed appropriate by the Chair. Neither the parties (or their Advisors), nor the Decision-Makers should ask the Investigator their opinions on credibility, recommended findings or determinations.

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- Once the Investigator has presented their report, relevant evidence, and been questioned by the Panel and the parties' Advisors, witnesses will provide relevant information in turn. Typically, the Complainant will present first, followed by an order determined by the Hearing Panel Chair. Absent exigent circumstances, all evidence presented by the parties must have been submitted to the Investigator prior to the hearing.
 - At the conclusion of each party's or witness's presentation of evidence, the members of the Hearing Panel will be allowed to ask questions, followed by cross-examination by the parties' Advisors. Cross-examination must be conducted directly, orally, and in real-time by the party's Advisor, and never by a party personally. The parties must be able to see and hear each other, as well as the witnesses while each is giving testimony and answering questions.
 - Only questions relevant to determining whether the applicable policies have been violated or the credibility of a witness will be allowed. The Hearing Panel Chair will have sole authority to determine whether evidence presented or a question in cross-examination is relevant and whether it will be permitted. The Hearing Panel Chair must explain any decision to exclude evidence or a question as not relevant. Questions or evidence about a Complainant's sexual predisposition or prior sexual behavior are not relevant, unless: (1) offered to prove that someone other than the Respondent committed the conduct alleged in the complaint, or (2) concern specific incidents of the Complainant's prior sexual behavior with Respondent and are offered to prove consent. Only evidence submitted to cross-examination may be considered by the Hearing Panel to determine responsibility. The parties and witnesses must be willing to submit to cross-examination, and answer all relevant questions posed by the parties' Advisors.
 - At the conclusion of the hearing, the parties may provide the Chair with a written, sealed impact statement for the panel to consider only during the sanctioning phase of deliberations, if the Respondent is found in violation.

Absence or Failure to Appear/Answer

The Hearing Panel cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the hearing or refusal to answer questions.

Deliberations

The Hearing Panel shall deliberate in closed session with only panelists present. Deliberations are not recorded. The Hearing Panel is to apply the preponderance of the evidence standard when determining responsibility. Simple majority vote is required to determine the finding. In order to find a Respondent responsible under the preponderance of the evidence standard, the evidence must show that the charge is more likely supported than not. If the Respondent is found in violation for one or more of the allegations, the Panel will then shift to determining the appropriate sanctions.

During sanctioning deliberations, the Panel may consider the previously submitted impact statements in determining the appropriate sanction. LSU's sanctioning guidelines, as well as the prior conduct history of the Respondent and any power differential between the Respondent and the Complainant will also be considered when determining an appropriate sanction along with the nature, severity, pervasiveness, and predation of the violation(s).

In cases where the Respondent is an employee, the Panel may also consult with HRM to ensure the sanction is consistent with employment-related laws, regulations, and policies.

The Hearing Panel will prepare and provide to the Title IX Coordinator, typically within five business days of the Hearing, a written Determination Letter which must include:

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- Identification of the allegations constituting violation of the sex- or gender-based harassment and discrimination policy, as well as any other concurrent or ancillary policies;
 - A description of the procedural steps taken from receipt of the Formal Complaint through determination, including any notifications to the parties, interviews with parties and witnesses, evidence gathered and hearings held;
 - Findings of fact supporting the determination;
 - Conclusions regarding the application of the policy to the facts;
 - A rationale for each finding;
 - A statement explaining the sanction for each policy violation found “responsible;”
 - Whether additional remedies designed to restore or preserve equal access will be provided by LSU to the Complainant.

The Title IX Coordinator is responsible for effective implementation of any sanctions and sharing of outcomes. The written determination prepared by the Hearing Panel chair shall be shared electronically by the Title IX Coordinator with the parties and Advisors, typically within three business days of receipt from the Hearing Panel.

The determination regarding responsibility and sanctions becomes final either:

- a. If appealed, the date written notice is provided to the parties of the appeal result, or
- b. If not appealed, the date on which an appeal would no longer be considered timely.

Possible Corrective Actions

Students found responsible for violating this policy may expect the range of sanctions to include, but not be limited to, warning, disciplinary probation, deferred suspension, suspension, expulsion, psychological assessment, counseling, social restrictions, limited presence on campus, and/or revocation of admission or degree. Additional sanctions may also be imposed when appropriate. Students for whom sanctions are assigned will have a notation placed on their transcript indicating they have been found responsible for violations of the code of conduct. (See Appendix D)

An employee found responsible for violating this policy may expect the range of sanctions to include, but not be limited to, suspension, administrative leave, demotion, psychological assessment, counseling, restricted presence on campus and/or termination of employment.

Both the Complainant and Respondent will be informed in writing of the outcome of any corrective action or disciplinary process. With limited exceptions such as imminent risk to the safety of others, sanctions from a Formal Hearing are not implemented until the conclusion of the appeals process.

APPEAL

Right of Appeal

Any party may appeal a determination made by the Decision-Maker or the Hearing Panel. The following is an exhaustive list of the bases for appeal:

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- a. The Title IX Coordinator, Investigator, Decision-Maker, or Hearing Panel members had a conflict of interest or bias for or against complainants or respondents generally or the individual Complainant or Respondent specifically that affected the outcome of the matter;
 - b. New evidence is discovered that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter;
 - c. Procedural irregularity that affected the outcome of the matter;
 - d. The outcome was clearly erroneous based the facts and evidence presented to the Decision-Maker or the Hearing Panel;
 - e. The sanctions imposed were inappropriate for both the violation and the disciplinary history of the Respondent.

Appeal Procedures

The Appeals process is to be deferential to the Hearing Panel's decisions. The process is not a rehearing. In most cases, the appeals are confined to a review of the relevant evidence, the Investigation Report, the Hearing Panel's determination letter and the recording of the hearing. The Appeals Review is also limited to specific grounds intended to ensure the decision of the Decision-Maker or the Hearing Panel was materially fair and consistent with LSU policies.

A Notice of Appeal must be in writing and submitted to the Title IX Coordinator within 5 business days of email notification of the Decision- Maker's or the Hearing Panel's decision. The Notice of Appeal shall contain the name of the Complainant and Respondent; identify the ground(s) for appeal; and if the appeal is based upon discovery of new information, a description/documentation of the new information and reason it was not discoverable prior to the Hearing Panel hearing.

Upon receipt of the Notice of Appeal, the Title IX Coordinator, typically within two business days of receipt of the Notice of Appeal, shall confirm receipt of the Notice of Appeal to the appealing party, notify any other party of the appeal, and contact the LSU Title IX Coordinator (if appeal went to a campus coordinator). The other party of the appeal shall be provided five business days to submit a response to the appeal to the Title IX Coordinator.

The LSU Title IX Coordinator, shall promptly appoint an impartial Appeals Reviewer and provide the Appeals Reviewer(s) with the Notice of Appeal. The Appeals Reviewer will then determine if the Notice of Appeal is timely and contains required elements for appeal. If so, the Appeals Reviewer will notify the parties of their identities. The Appeals Reviewer(s) are individuals trained in their responsibilities and are typically drawn from the Resolution Process Pool. If either of the parties challenges the impartiality of a Reviewer, the LSU Title IX Coordinator, in conjunction with the respective Title IX Campus Coordinator, will determine if cause exists to excuse the reviewer. If the Notice of Appeal is not timely or does not contain the required elements, then the Notice of Appeal is dismissed and the decision of the Hearing Panel becomes final.

The Title IX Coordinator shall promptly forward the evidence and information relied upon by the Decision-Maker or Hearing Panel, to the Appeals Reviewer. The evidence and information shall include, but is not limited to:

- a. The Notice of Appeal;
- b. All evidence introduced at the hearing, including the investigation report;
- c. Any pre-hearing determinations from the Hearing Panel Chair (if applicable);

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- d. The written findings of the Decision-Maker or Hearing Panel; and
 - e. The recording or transcript of the formal hearing (if applicable).

The Appeals Reviewer(s) shall render a written decision including finding and rationale and forward to the LSU Title IX Coordinator typically within 5 business days after receipt of the evidence and information. The reviewer may:

- a. Uphold the Hearing Panel outcome; or
- b. Overturn the Hearing Panel finding and sanction and remand for a new hearing; or
- c. Overturn the Hearing Panel sanction and remand for a sanctions-only hearing; or
- d. Overturn the Hearing Panel outcome and remand for a new or adjusted investigation (if the error was in the investigation), which is then subject to a new hearing; or
- e. Modify the Hearing Panel outcome for responsibility and/or sanctions.

The LSU Title IX Coordinator shall notify the respective Title IX Campus Coordinator who shall then notify the parties and Advisors, typically within two business days of receipt of the decision.

Decisions of the Appeal Reviewer are final. In the event of remand for rehearing, the subsequent Hearing Panel outcome may be appealed in accordance with the provisions herein. Otherwise, any appeal right exercised under this policy shall complete the process.

ADDITIONAL PROVISIONS

PREEMPTION

To the extent a conflict exists between State or local law and Title IX, the obligation to comply with Title IX is not obviated or alleviated by any State or local law. To the extent other LSU or campus-based policies may conflict with this policy, the provisions of this policy shall supersede and govern.

RECORD KEEPING

Records created or received under this policy will be maintained for at least seven years from the date each case is closed. The following shall be kept as part of the record:

- Each investigation including any determination regarding responsibility, whether through the Formal or Administrative processes;
- Any audio or audiovisual recording or transcript of a hearing;
- Any disciplinary sanctions imposed on the Respondent;
- Any remedies provided to the Complainant designed to restore or preserve equal access to LSU's education program or activity;
- Any appeal and result therefrom.
- Any informal resolution and result therefrom;

-
- All materials used to train Title IX Coordinators, Investigators, decision-makers, and any person who facilitates an informal resolution process; and
 - Records of any actions, including supportive measures, taken in response to a report or Formal Complaint. These records will also include:
 - The basis for all conclusions that the response was not deliberately indifferent;
 - Any measures designed to restore or preserve access to LSU's education program or activity; and
 - If no supportive measures were provided to the Complainant, document the reasons why such a response was not clearly unreasonable in light of the known circumstances.

LSU may be required to disclose information on a need-to-know basis in order to properly address a complaint, when there is a threat to others, pursuant to subpoena, or other court or administrative order, or as may be required by applicable law. Violations of confidentiality or privacy by any other persons involved in the resolution, investigation or administration of the complaint, including any employee, faculty, staff, or student may result in disciplinary or corrective action.

LSU will also maintain any and all records in accordance with state and federal laws.

ADMINISTRATIVE REPORTING REQUIREMENTS

Act 472 of the 2021 Regular Session requires biannual reporting to institutional management boards and annual reporting to the Board of Regents with ultimate submission to the Louisiana Legislature. The Board of Regents Uniform Policy on Power-Based Violence requests an interim report from the System Board. Reporting form templates are available in the Board of Regents Uniform Policy. The following timeline is prescribed:

- Title IX Coordinator submits campus reports to the institution's Chancellor by October 10th and April 10th.
- Chancellor submits biannual reports to the President by October 24th and April 24th.
- President submits biannual report to the Board of Supervisors by November 7th and May 8th.
- Board of Supervisors submits annual report to the Board of Regents by December 1st and an interim report to the Board of Regents by June 1st.
- Board of Regents submits report to the Louisiana Legislature by January 15th.

TRANSCRIPT WITHHOLDING, NOTATION, AND COMMUNICATION

Consistent with state law and Board of Regents policy, any student who has received a Notice of Investigation and Allegation as the Respondent in a Title IX Formal Complaint, who is being investigated for a complaint of power-based violence, or who has been found responsible for an incident of power-based violence shall have a notation placed on their transcript or have the transcript withheld during the investigative and adjudication process. This applies specifically to a student who is the subject of a power-based violence complaint and is attempting to transfer to another postsecondary institution in the state of Louisiana. There is nothing in this policy that prohibits a notated transcript from being the only transcript provided when one is requested by the student regardless of the intent of use.

The Sending Institution must notify the student that their transcript is being withheld or notated, and of the appeals process to have the hold or notation removed. The transcript will be withheld or notated until the student is either found not responsible for the allegations in the report of power-based violence or until a request to appeal the withholding or notation is successful, whichever occurs first.

During a pending investigation and adjudication, the notation placed on the transcript shall read **“Administrative Matter Pending”** or similar such that it triggers an inquiry regarding the notation by the Receiving Institution directed to the Sending Institution. If a final decision has been made on the case and the transferring student has been found responsible for power-based violence, the notation on the transcript shall read **“Student Found Responsible in Violation of Code of Conduct”** or similar such that it triggers an inquiry regarding the notation by the Receiving Institution directed to the Sending Institution.

When a student transcript is notated as described above, the Receiving Institution must make a timely inquiry directed to the Sending Institution regarding the purpose of the transcript notation. Upon such an inquiry, the Sending Institution must timely disclose appropriate and factual information, consistent with the Family Education Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g.

If the student is not found responsible or if the student was initially found responsible and later evidence showed that the student was in fact not responsible, the Sending Institution must remove the notation and send an updated version of the transcript to the Receiving Institution (if known). Otherwise, the institution will determine the length of time the notation will remain on the student’s transcript if the student was found responsible for an act of power-based violence. A student whose transcript has been held or notated as described above may appeal the hold or notation for good cause shown. The request shall be submitted to the Title IX Coordinator or designee of the Sending Institution. The institution shall notify the student of the decision no later than seven business days from the date the request was made.

POLICY STATEMENT NO. 2 14.01 –

Sexual Harassment / Student – Employee Relationships

COORDINATED BY: Office of Academic Affairs

EFFECTIVE: December 16, 1992 REVISED: November 1, 2000 PAGE: 1 of 3

SUBJECT: Sexual Harassment and Sexual Relationships Between University Employees and Students

I. PURPOSE

This policy establishes the University's position and responsibility regarding sexual harassment including sexual relationships between university employees and students and outlines methods for reporting violations of policy.

II. DEFINITIONS

Sexual harassment is a form of unlawful sexual discrimination. For the purposes of this policy, sexual harassment is defined as unwelcome verbal or physical behavior of a sexual or gender-based nature. A

man as well as a woman may be the victim of sexual harassment, and a woman as well as a man may be the initiator. The victim may be of the same sex as the initiator.

Sexual harassment is any unwelcome sexual advance, request for sexual favors, or other verbal or physical conduct of a sexual or gender-based nature when:

- a. Submission to such conduct is an explicit or implicit term or condition of employment or academic success;
- b. Submission to or rejection of such conduct is used as the basis for an employment or academic decision that has the purpose or effect of:
 - i. Unreasonably interfering with an individual's work or academic performance; or
 - ii. Creating an intimidating, hostile or offensive work or academic environment.
- c. Additionally, sexual harassment may also include repeated, unwelcome sexual flirtations, advances or propositions, continued or repeated verbal abuse of a profane, vulgar, or sexual nature, graphic or degrading verbal comments about PS 2 14.01 Page 2 an individual or his or her appearance, the display of sexually suggestive objects or pictures, or any offensive abusive physical conduct.

For the purposes of this policy, “direct supervision” includes the following activities (on or off campus): course teaching, examining, grades, advising for a formal project such as a thesis or research, supervising required research or other academic activities, and recommending in an institutional capacity for employment, fellowships, scholarships, or awards. “Employees” are defined as all persons having an employment relationship with the University and includes both full-time and adjunct faculty. “Students” refers to those enrolled in any and all programs of the University.

III. POLICY STATEMENT

The University is committed to maintaining a community free from all forms of sexual harassment. No employee, student, applicant for employment, or other person shall be subjected to unsolicited and unwelcome sexual conduct, either verbal or physical. Sexual harassment violates University policy as well as state, federal, and local laws. It is neither permitted nor condoned, but specifically prohibited.

It is a violation of this policy for any member of the University community, including employees and students, to attempt in any way to retaliate against a person who makes a claim of sexual harassment. Any individual who violates the University's policy against sexual harassment will be subject to disciplinary action, up to and including termination. Such determinations will be made on a case-by-case basis in consideration of the severity of the offense.

The integrity of the teacher-student relationship is the foundation of the University's educational mission. This relationship vests considerable trust in the teacher, who, in turn, bears authority and accountability as mentor, educator, and evaluator. The unequal institutional power inherent in this relationship heightens the vulnerability of the student and the potential for coercion. The pedagogical relationship between teacher and student must be protected from influences or activities that can interfere with learning consistent with the goals and ideals of the University. Whenever a teacher is responsible for directly supervising a student, a sexual relationship between them is inappropriate. Any such relationship jeopardizes the integrity of the educational process by creating a conflict of interest and may lead to an inhospitable learning environment for other students.

Therefore, no teacher shall have a sexual relationship with a student over whom he/she has direct supervisory responsibilities regardless of whether the relationship is consensual. Teachers must avoid

sexual relationships with their students, including those for whom they are likely to have future direct supervisory responsibility. Conversely, teachers must not directly supervise any student with whom they have a PS 2 14.01 Page 3 sexual relationship. Violations of or failure to correct violations of these conflict-of-interest principles by the teacher will be grounds for disciplinary action.

IV. COMPLAINT PROCEDURE

Any employee or applicant for employment who believes he/she has been sexually harassed has the right and obligation to file a complaint with his/her immediate supervisor or the Human Resources Office. Any faculty, administrator or staff member who receives a complaint will contact the Human Resources Office immediately. If this process is not a viable option or does not result in appropriate action, complaints should be addressed to members of the Chancellor's Executive Committee: either the Vice Chancellor for Academic Affairs, Student Affairs, Business Affairs, or Development. Complaints will be investigated promptly.

Any student who feels he/she has been a victim of sexual harassment has the right and obligation to contact any faculty or staff member, department chair or dean. Any individual so contacted should immediately notify the Human Resources Office. If this process is not a viable option or does not result in appropriate action, complaints should be addressed to either the Vice Chancellor for Academic Affairs or Student Affairs.

The investigation may include interviews with the complaining employee or student, any witnesses, and the individual or individuals accused of violating this policy. Every effort will be made to keep the complaint confidential with only those with a need to know being informed about the complaint. The individuals involved in the complaint will be notified of the results of the investigation. If sexual harassment is determined to have occurred, correction of the situation will be prompt and without retaliatory measures against the person who was harassed.

LSU PERMANENT MEMORANDUM 80 -

Prohibition of Hazing

GENERAL:

Louisiana State University ("LSU" or the "University") is fully committed to maintaining a supportive educational environment free from hazing and which promotes the mental and physical well-being, safety, and respect of and among its students. As such, hazing is expressly prohibited. This policy applies to all campus locations of LSU.

DEFINITIONS:

Hazing: Any intentional, knowing, or reckless act, occurring on or off University property, by one person alone or acting with others, directed against an individual when both of the following apply:

- the person knew or should have known that such an act endangers the physical health or safety of the other person or causes severe emotional distress; and

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- the act was associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization.

Hazing includes but is not limited to any of the following acts associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization:

- physical brutality (such as whipping, beating, paddling, striking, branding, electric shocking, or placing of a harmful substance on the body) or similar activity;
- physical activity (such as sleep deprivation, exposure to the elements, confinement in a small space, or calisthenics) that subjects the other person to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual or causes severe emotional distress; (Physical activity that is normal, customary, and necessary for a person's training and participation in an athletic, physical education, military training, or similar program sanctioned by the University is not considered hazing.)
- activity involving consumption of food, liquid, or any other substance, including but not limited to an alcoholic beverage or drug, that subjects the individual to an unreasonable risk of harm that adversely affects the physical health or safety of the individual or causes severe emotional distress;
- kidnapping or dropping a person off campus without return transportation;
- disrupting the academic performance or class attendance of a person; or
- activity that induces, causes, or requires an individual to perform an action, duty, or task that involves the commission of a crime, violation of University policy, or an act of hazing.

Organization: a fraternity, sorority, association, corporation, order, society, corps, cooperative, club, service group, social group, band, spirit group, athletic team, or similar group whose members are primarily students at, or former students of, a postsecondary education institution, including the national or parent organization of which any of the underlying entities provided for in this definition is a sanctioned or recognized member at the time of the hazing

Pledging: any action or activity related to becoming a member of an organization, including recruitment and rushing

Reckless Behavior: an activity or behavior in which a reasonable person knew or reasonably should have known that the activity or behavior may result in injury to another, including but not limited to excessive consumption of alcohol, binge drinking, drag racing, consumption of any controlled dangerous substance, acts of hazing, or other similar activity.

Serious Bodily Injury: bodily injury that involves unconsciousness, extreme physical pain; protracted and obvious disfigurement or protracted loss or impairment of the function of a bodily member, organ, or mental faculty; death; or a substantial risk of death.

ENFORCEMENT/SANCTIONS:

Any individual or organization found to have engaged in hazing shall be in violation of this policy and the campus Code of Student Conduct and may be subject to disciplinary action.

Under La. R.S. 14:40.8, an individual who commits an act of hazing may be fined up to \$10,000 and/or imprisoned for up to five years. If an organization has knowledge of hazing and fails to report it to law enforcement, the organization may be fined up to \$10,000. In addition to criminal penalties, any individual or organization who violates La. R.S. 14:40.8 shall be expelled, suspended, or dismissed from the University and not permitted to return for at least one semester.

Under La. R.S. 14:502(C), failure to comply with the duty to give assistance may be punishable by a fine of up to \$2,000 and/or imprisonment for up to five years.

REPORTING REQUIREMENTS:

It shall be the duty of all students and organizations to immediately report, in writing, any violation of this policy to the appropriate University official. Any violation of this policy shall be investigated, and appropriate disciplinary action taken. Reports may be submitted online or at the following offices: LSU Police Department, Dean of Students, Campus Life, or Greek Life.

If an organization has taken disciplinary action against any of its members or potential members for hazing or has reason to believe that any member or potential member of the organization has participated in an incident of hazing, the organization shall report the incident to the University. If an organization or any of its members or potential members has been disciplined by a parent organization for hazing, the organization shall report the incident for which the organization was disciplined to the University.

DUTY TO ASSIST:

In accordance with La. R.S. 14:502(A)(1), any person at the scene of an emergency who knows that another person has suffered serious bodily injury shall, to the extent that the person can do so without danger or peril to self or others, give reasonable assistance to the injured person by seeking or reporting the need for medical assistance.

In accordance with La. R.S. 14:502(A)(2), any person who engages in reckless behavior, including hazing, that results in serious bodily injury shall, to the extent that the person can do so without danger or peril to self or others, give reasonable assistance to the injured person by seeking or reporting the need for medical assistance.

PREVENTION AND EDUCATION PROGRAMS:

Each new student shall be provided educational information on the dangers of and prohibition on hazing during the new student orientation process in materials provided by the University. In addition, beginning in Fall 2019, each new student shall be provided educational information on the dangers of and prohibition on hazing during the new student orientation process either in person or electronically.

Each organization shall provide annually at least one hour of hazing prevention education to all members and prospective members. The education may be provided in person, electronically, or both. Each organization shall

submit a report annually to the University relative to the students receiving such education evidenced by an attestation of the student receiving the education.

2024 FIRE REPORT

2024 Fire Report

The Campus Fire Safety Right-to-Know Act is an amendment to the Higher Education Opportunity Act. This amendment serves to increase campus fire safety across the nation while also providing students and their families with the fire safety records of colleges and universities. Signed into law August 14th, 2008, the amendment requires these schools to publish fire statistics in much of the same way as the criminal statistics back to the U.S. Department of Education

Additionally, the National Student Loan Program requires all eligible Title IV institutions that maintain an on-campus student housing facility to publish to the campus community an annual fire safety report that details LSU Shreveport's fire safety standards. As stated earlier, this report was combined with the security report to make the Annual Security and Fire Safety Report, or ASFSR. Statistics must indicate the number of reported fires, any related injuries or deaths, and the approximate cost of the property damage associated with each fire.

Basic Fire Safety Tips:

- Learn and familiarize yourself with the nearest emergency exits, stairwells, fire pull stations, and fire extinguishers in relation to your location on campus.
- During a fire, never use an elevator. Always use the stairs.
- If you smell smoke, or if the alarm goes off, you must vacate the building immediately.
- Never store flammable or combustible materials near open flames or heat sources.
- If safe areas are designated to store hazardous, dangerous, or combustible materials or chemicals, these areas should always be locked, display appropriate signage on the door and have restricted access.
- Close all hall or stairway doors to slow the spread of a fire. This should include all classroom and office doors as well.
- Do not block hallways or stairwells with furniture or other bulky items as these could slow the evacuation process down.
- Get low to the ground if there is dense smoke. Doing so increases your visibility while lowering the amount of smoke/fumes that you are inhaling.
- Participate in all drills.
- Know how to effectively use a fire extinguisher. Videos are uploaded to popular video sharing webpages that provide visual information on using them. Just remember **P.A.S.S.**

Pull (the pin), **A**im (at the base of the fire), **S**queeze (the handle) and **S**weep (from side to side).

Building Evacuation Procedures:

- Help others evacuate – knock on doors or check bathrooms as you leave the building. Also, plan to help those with a physical disability evacuate the building. Those with disabilities should go to the nearest stairwell on their floor and if a student uses a wheelchair, immediately call 911 and share their location.
- If you live on campus, set up a meeting place with housemates or fellow tenants.
- Grab your shoes and possibly a jacket...IF THERE IS TIME. If not, JUST GET OUT!
- Unfortunately, in today's time, be alert for suspicious activity when evacuating – an alarm may be part of a larger crime in progress.
- Do not go back into any building until you received an “all-clear” text message, email from an LSU Shreveport employee.

Problems, or Inadvertent Activation:

- Call the LSUS PD immediately and explain the situation if the alarm in a building has been set off by accident.
- Immediately report any vandalism to, or if someone is tampering with, any fire safety device on campus.

Evacuation Point Locations:

Most designated areas are in the parking lots of the building that they serve, or which is closer. However, some buildings have a few alternate locations. Faculty members and Department Chairs should plan to take some form of roll, or headcount, to ensure that everyone from their area safely exited the building.

- Administration Bldg.: The staff parking lot to the south, or the “Circle of Excellence” to the north.
- Bronson Hall: The parking lot to the north.
- Business and Education Bldg.: The parking lot to the north.
- Facility Services and Central Plant: The parking lot to the south nearest to the bus station.
- Health and Physical Education Bldg.: The parking lot to the south.
- Noel Memorial Library: the parking lot to the northwest. This lot has staff parking spaces in it.
- Science Bldg. and the Science Lecture Auditorium: The parking lot to the south of these buildings, or to the grass area to the southwest.
- Technology Center: the narrow parking lot to the south of the building.
- University Center: The Pioneer Heritage Center parking lot to the north.

Fire Life Safety Devices

On Campus

Depending upon which building you find yourself in, you may discover a differing host of devices on hand ranging from pull-stations to sprinklers. LSU Shreveport maintained a contract with “Mid-South Fire Services” to conduct the annual inspections of the sprinklers, alarms, fire extinguishers for each building.

The following areas either have its own independent fire suppression system, or require additional inspections:

- The “Port” dining facility (every 6 months)
- Records Room within the Admissions Office (annually)
- ITS Data Center (annually)

Fire Drills

The LSUS Office of Risk Management (ORM), with the assistance of the LSUS PD, schedules and conducts fire drills on campus at various times throughout the academic year. The drills are conducted at a minimum of once per year, and an accurate listing of dates and times of each drill are kept with ORM office.

All students, faculty, staff, and visitors are reminded that in the event of an alarm, they are to immediately evacuate the building they are in and to not re- enter the building unless granted approval from an LSUS official. Additional fire drills may occur, either scheduled or unscheduled, throughout the year.

Violations and Sanctions

For anyone found violating the general rules relating to fire safety may have to report to the following offices:

- Student Advocacy and Accountability Office (Students)
- Office of Human Resources (Staff and Faculty)
- Shreveport Judicial System (Violating State Law(s), or the Regulations of the State Fire Marshal)

Special Regulations to Consider

Smoking – is banned on all property owned or operated by LSU Shreveport.

Housing – Pilots Pointe Apartments

RISE, the property management company for the *Pilot's Pointe Apartment* or PPA, handles all matters related to Fire Life Safety with some input or assistance from the LSUS PD and the LSUS Facility Services Department. All current and prospective residents are strongly urged to read the entire lease agreement or visit

<https://pilotspointe.com/>.

Fire Drills

Fire drills are planned, conducted, and critiqued by RISE and these are done out of the purview of LSU Shreveport officials. Since their acquisition of management on April 1, 2020, they have not conducted a drill and all documentation of when they do hold these will be kept in their facility for any review.

Evacuation Procedure

Residents are sent a “Resident Awareness Addendum” upon signing their lease agreement. That document contained useful tips so that all residents could better recognize potential safety hazards before they arise. It also encourages residents to pay attention to their nearest exits, location of windows, having emergency preparedness kits, etc.

RISE staff have been equipped with the *RAVE Alert* system, which notifies them of emergencies that affect the PPA Complex. That information will be relayed to all residents within minutes and will also include evacuation instructions. For fires, it is best that residents leave the building and stand across the parking lot and await further instructions.

Equipment

Each apartment has a fire extinguisher mounted to a wall near the kitchen. If they are not mounted, they will be found under the kitchen sink. These extinguishers are inspected annually and are designed to assist with all types of fires. Smoke Detectors are also installed in the main common area and are inspected quarterly by PPA/RISE Maintenance Staff under RISE’s Preventative Maintenance Program. All inspection notes and maintenance forms are filed with RISE in their facility for any review.

The Louisiana State Fire Marshall upholds the fire codes in place, at the time of the building’s construction, as long as there are no major renovations completed in the time period since. Therefore, the apartment complex does not

have the following items on hand: Exterior wall mounted fire extinguishers, indoor or outdoor pull stations, building-wide alarm, or sprinklers.

RISE Employees will facilitate and keep records of all non-life safety building inspections and maintenance, while the LSU Shreveport Facility Services maintains all records related to fire and life safety.

Banned Items, or activities at the PPA.

The following are examples of items or activities that are deemed to be unsafe for the PPA complex. Most are considered as lease violations but, some can be so egregious that they could illicit a fine levied onto the resident by a representative of the Louisiana State Fire Marshal because of Fire Code Violations:

- Smoking anywhere on the property.
- Using or possessing grills and fire pits outside of the designated area. Both items are available for use near the pool area.
- Any open flame within 50 feet of any building.
- Storing any flammable or combustible materials inside any of the units.
- Using space heaters that operate using kerosene or propane fuel sources. Concessions are made for electric heaters if they have the “Tip Over – Shut Off” safety feature.
- Blocking walkways, breezeways, or stairwells with items that may impede the evacuation of a resident or visitor. This also includes the chaining of bicycles to handrails.
- Using or possessing candles/torches.
- Using open burner cooking devices, electric frying pans, and hot plates.
- Using or possessing halogen or oil lamps.

Fire Code Violations to Note:

- Tampering with, playing with, or damaging (accidentally or with intent) a smoke detector, fire extinguisher, or any other device. This would include the act of removing a battery to stop the “chirp”.
- Activating a smoke detector, with intent, for false reasons such as a prank. Penalties are enhanced if an injury occurs during this.
- Improper/Unsafe storage of flammable or combustible materials.
- Failure to evacuate a structure under alarm, or when instructed to do so by a university official. Resident Assistants, and other RISE Employees, are included.

General Statements

- In the event that a smoke detector begins to “chirp”, residents must submit a maintenance request through the “Resident Portal” so that the detector can be serviced immediately.
- Should a smoke detector be activated, make sure that your roommates are awake/aware and leave the area as safely as possible. As you leave, please call 911, the On-Duty Resident Assistant, or the LSUS PD to report the alarm and to initiate their responses.
- Be mindful of vehicle traffic in the parking lots. Emergency vehicles will likely be making a speedy response and arrival so; please do not stand in the way of traffic. Move away to safety and await further instructions.

- At this time, LSU Shreveport and Rise Real Estate Management have no plans for any major renovations that would include the addition of fire safety equipment.

Fire Safety Systems in Residential Facilities

Facility	Fire Alarm Monitoring	Sprinkler System	Smoke Detectors	Fire Extinguishers	Evacuation Plans and Placards	Number of Fire Drills Each Calendar Year
PPA			X	X		0

Fire Statistics

2023 Reported Fires at the *Pilots Pointe Apartments (PPA)*

PPA	Date	Time	Cause of Fire	Number of Injuries	Number of deaths	<i>Estimated value of property damage</i>
0	0	0	0	0	0	0

2023 Reported Fires at Other Locations on Campus

	Date	Time	Cause of Fire	Number of Injuries	Number of deaths	<i>Estimated value of property damage</i>
The Port (Dining)	None Reported	0	0	0	0	0

IN CASE OF A FIRE, SOUND THE NEAREST ALARM AND EVACUATE!